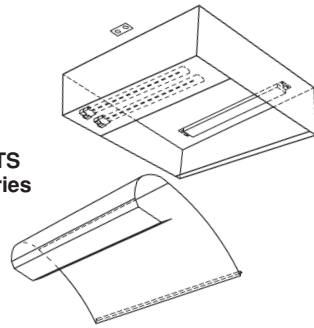




VTS Series



# INSTALLATION INSTRUCTIONS

IW & VT SERIES for Drywall Mounting  
IWS & VTS SERIES for Surface Mount

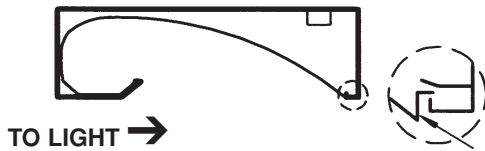
VT & VTS Series – Indirect 2' x 2' Video Conference fixtures to properly illuminate the participants.  
IW & IWS Series – Indirect for vertical illumination, ideal placement is 24" to 36" to the lighted surface.

FOR SUPPLY CONNECTIONS ENTERING THIS FIXTURE USE WIRE SUITABLE FOR AT LEAST 90° C.

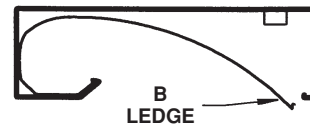
**\* INSTALLATION TO BE DONE IN ACCORDANCE WITH NEC AND APPLICABLE CODES \***

**ALUMINUM REFLECTOR CLEANING:** Clean reflector with soap & water or alcohol, i.e. Isopropyl Alcohol or other neutral PH factor solvents. Cleaning material should be non-abrasive. **DO NOT** use Ammonia & alkali solutions.

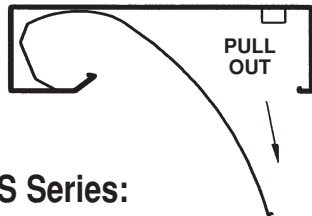
1. To remove the reflector, dislodge the edge opposite the lamps by pushing the reflector lip as shown.



2. This will dislodge the opposite side of the reflector from the (B) ledge, so you can grab the reflector.



3. Carefully pull the reflector out from the dislodged side.



4. Now you have access to the ballast and wiring.



## IWS & VTS Series:

5. Bring the power for the fixture to a location in the ceiling that will align with the opening in the back of the fixture.
6. Securely attach the housing to the ceiling surface using the mounting holes provided. **Make sure the means of attachment does not impair placing the reflector.**
7. Make electrical connections.

**\* NOTE – DO NOT light the fixture until the protective film has been removed from the reflector.**

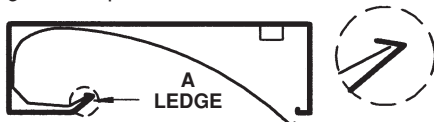
## IW & VT Series:

5. Install fixture so the bottom edge of the housing **PROTRUDES 1/8" FROM THE FINISH SURFACE.** Adjust the height with the screws holding the supplied butterfly bracket, from the inside of the fixture.
6. **ALLOW 3/8" WIDE X 1" HIGH CLEARANCE** around the bottom edge of the fixture to allow the trim to snap on the housing after installation is complete. Continuous row fixtures have "U" trims on the "end of row" fixture and (2) straight trims for center fixtures.
7. Make electrical connections, and snap on the trim frame.

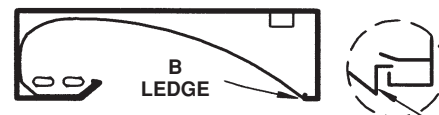


**REPLACING THE REFLECTOR SHOULD BE THE LAST STEP AFTER ALL FINISH WORK.  
REMOVE THE PROTECTIVE PEEL AND REPLACE THE REFLECTOR.**

8. Capture the lamp side of reflector under the lip on the (A) ledge and squeeze reflector back into housing.



9. Push the reflector into ledge (B).

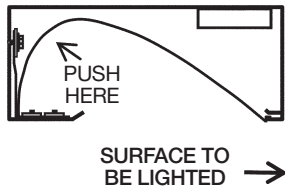


## LED Lamping & Reflector Replacement ONLY for IW & IWS and VT & VTS Series

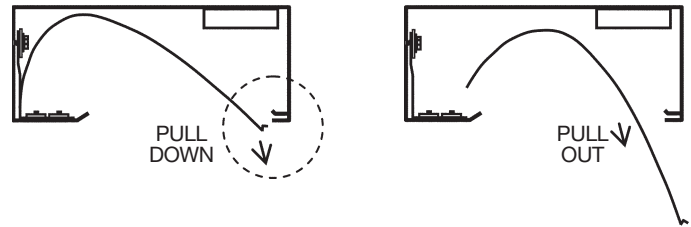
**ALUMINUM REFLECTOR CLEANING:** Clean reflector with soap and water or alcohol, i.e. Isopropyl Alcohol or other neutral PH factor solvents. Cleaning material should be non-abrasive. **DO NOT** use ammonia and alkali solutions.

### REMOVE REFLECTOR & LED:

1. To remove the reflector, push in towards housing on the lamp side with your hand.



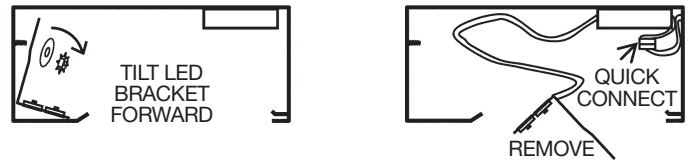
2. This will dislodge the opposite side of the reflector from the ledge. Then carefully pull the reflector out.



3. To remove LEDs – remove nut(s) & washer(s) securing the LED Bracket to the housing.



4. This will allow you to tilt the LED Bracket forward and remove. To replace the driver a “quick connect” to disconnect power is provided.



### REPLACE REFLECTOR & LED:

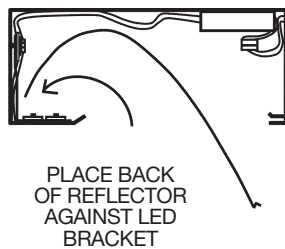
1. To replace the LEDs, wire the new LEDs to driver then tilt the LED Bracket back into the housing.



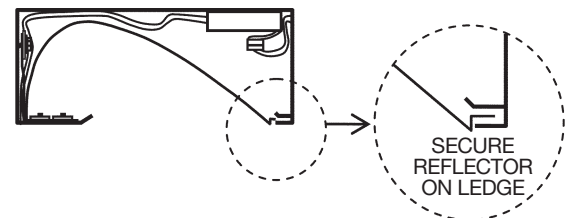
2. This will allow you to secure the LED Bracket by securing the nut(s) & washer(s) to stud(s) in housing.



3. To replace the Reflector, place the flat edge of the Reflector at the back of the housing on the LED side.



4. Squeeze the Reflector back into the housing by pushing on the LED side. Secure bent edge on housing ledge.



**ALL OTHER INSTALLATION INSTRUCTIONS APPLY, THIS SHEET SIMPLY CLARIFIES  
LED RELAMPING AND REFLECTOR REPLACEMENT**