WORKSTEAD

INSTALLATION INSTRUCTIONS | SIGNAL GLOBE - PULL CHAIN

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GENERAL NOTES

This luminaire is UL, cUL, and CE listed for installation in dry or damp locations.

When installing luminaire, conform to all applicable local electrical codes, ordinances, and the National Electrical Code (NEC).

For your safety and proper operation of luminaire, read and understand all instructions completely before commencing installation of this luminaire.

Carefully unpack the luminaire and inspect for damage.

Use the enclosed gloves when handling the luminaire.

This product is rated for one (1) 40W max E26 G25 bulb (or E27 G80 bulb, depending on your location).

NOTE: A TWO-PERSON INSTALLATION IS REQUIRED.

Save these instructions for future reference.

CAUTION

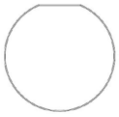
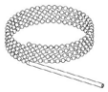
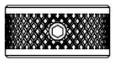
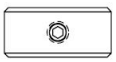
This product should be installed only by a licensed electrician.

WARNING

The electricity must be turned off at the main fuse box before installing this luminaire. Turning power off using the light switch may not be sufficient to prevent electrical shock.

Use UL listed wire nuts for all wiring connections in this luminaire. Wrap wire nut connections with UL listed electrical tape.

INCLUDED COMPONENTS FOR INSTALLATION

	(1) luminaire body/stem assembly
	(1) canopy with off-center hole for pull chain
	(1) mounting plate
	(1) glass globe
	(1) E26/E27 bulb
	(1) pull chain
	(1) knurled nut with set screw
	(1) hex nut
	(1) shaft collar with set screw
	(2) 1-1/2” #8 x 32 machine screws
	(4) 7/8” #10 x 32 set screws
	(3) wire nuts
	(2) Allen wrenches

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ASSEMBLY AND MOUNTING INSTRUCTIONS

STEP 1 | CUT POWER
Shut off the main electrical supply to the junction box from the fuse box/circuit breaker. Turning power off at the switch is not sufficient.

STEP 2 | INSTALL SHAFT COLLAR
Slide the shaft collar provided over the wires exiting the top of the suspension stem and down the suspension stem until it rests on the lower shaft collar. Take care not to damage the finish when sliding the shaft collar. *(Fig. 1)*

STEP 3 | INSTALL CANOPY
Slide the canopy provided over the wires exiting the top of the suspension stem and down the suspension stem until it rests on the upper shaft collar that was installed in step 2. Take care not to damage the finish when sliding the canopy. *(Fig. 1)*

STEP 4 | INSTALL MOUNTING PLATE
Thread the hex nut provided over the wires and onto the top of the suspension stem. Slide the mounting plate over the wires and onto the suspension stem, ensuring the bent tabs on the short ends of the mounting plate are facing down toward the luminaire body, and allow it to rest on the hex nut. Thread the knurled nut provided onto the top of the suspension stem until the mounting plate is compressed between the knurled nut and the hex nut. Tighten the set screw in the knurled nut with the small Allen wrench provided. *(Fig. 2)*

STEP 5 | ROUTE PULL CHAIN
NOTE: A TWO PERSON INSTALLATION IS REQUIRED.
INSTALLER 1 slides the canopy up to the top of the suspension stem and holds it in place. INSTALLER 2 connects the black lead wire from the luminaire to the pull switch lead wire and gently routes the pull chain through the off-center hole with bushing in the canopy and connects it to the chain clasp. *(Fig. 3)*

Fig. 1

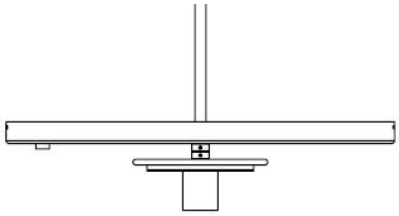


Fig. 2

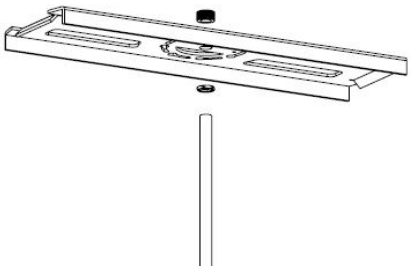
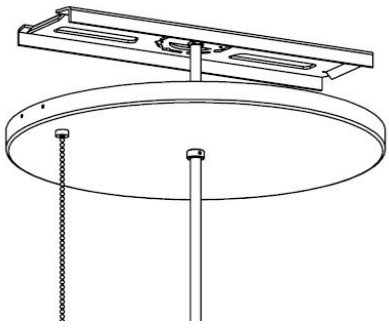


Fig. 3



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ASSEMBLY AND MOUNTING INSTRUCTIONS

STEP 6 | ADJUST PULL CHAIN IF DESIRED
The length of the pull chain can be adjusted during installation by disconnecting the pull chain from the clasp, cutting the end that connects to the clasp to the desired length, and reattaching the pull chain to the clasp. CAUTION: DO NOT CUT TOO SHORT.

STEP 7 | ATTACH MOUNTING PLATE
NOTE: A TWO PERSON INSTALLATION IS REQUIRED.
Locate the junction box in the ceiling. INSTALLER 1 continues to hold the canopy in place near the top of the suspension stem. INSTALLER 2 attaches the assembled luminaire via the mounting plate to the junction box using the (2) 1-1/2" #8 machine screws provided. *(Fig. 4)*
NOTE: Ensure the mounting plate is installed so that the pull chain is in the desired location once luminaire is fully installed. See step 8 for details.

STEP 8 | CONNECT WIRES
Using the wire nuts provided, make electrical connections by following the electrical configuration table. *(Fig. 5)* Ensure that all electrical connections are wrapped with UL listed electrical tape.

STEP 9 | SECURE CANOPY
NOTE: A TWO PERSON INSTALLATION IS REQUIRED.
Carefully tuck the wiring into the junction box. INSTALLER 1 continues to hold the canopy in place near the top of the suspension stem. INSTALLER 2 slides the upper shaft collar up the suspension stem until it is flush with the bottom of the canopy, taking care not to damage the finish when sliding the shaft collar. INSTALLER 1 holds both the canopy and the shaft collar in place near the top of the suspension stem.

STEP 9 CONTINUED ON NEXT PAGE

Fig. 4

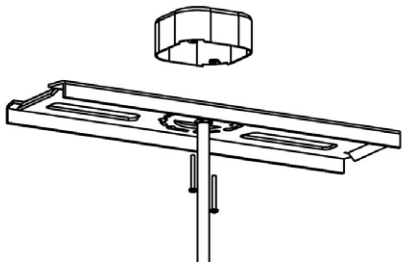
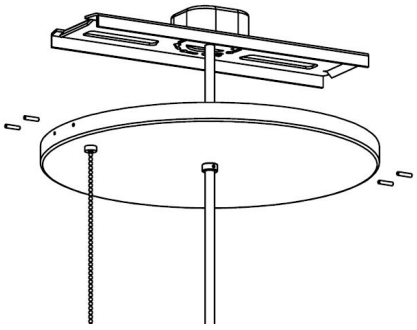


Fig. 5

FROM SUPPLY	TO LUMINAIRE
Connect black or red (hot) house supply circuit wire to:	Luminaire black wire (hot)
Connect white (neutral) house supply circuit wire to:	Luminaire white wire (neutral)
Connect green insulated or bare copper (ground) house supply circuit wire to:	Luminaire bare copper wire (ground)

Fig. 6



ASSEMBLY AND MOUNTING INSTRUCTIONS

STEP 9 CONTINUED
INSTALLER 2 partially threads the set screws provided into the holes in the edge of the canopy, ensuring the set screws are aligned with the bent tabs on the short ends of the mounting plate. INSTALLER 1 slides the canopy and shaft collar all the way up until the canopy is flush with the mounting surface and the shaft collar is flush with the bottom of the canopy. Using the small Allen wrench provided, INSTALLER 2 tightens the set screw in the shaft collar to secure it to the suspension stem. Using the large Allen wrench provided, INSTALLER 2 tightens the set screws in the canopy to secure it to the mounting plate. *(See Fig. 6 on page 4)*.

STEP 10 | INSTALL BULB
Install the bulb provided. Return power to the luminaire. If the luminaire is equipped with a pull chain, pull the chain to confirm proper function. If further work is needed, be sure to turn off power to luminaire before proceeding.

STEP 11a | INSTALL GLASS
NOTE: A TWO PERSON INSTALLATION IS REQUIRED.
Using the small Allen wrench provided, loosen the set screw in the lower shaft collar. INSTALLER 1 slides the lower shaft collar and the check ring below it up the suspension stem and holds them in place. INSTALLER 2 angles the glass slightly, slips the glass over the socket and fitter, centers the glass on the fitter, and lowers the glass to rest on the fitter. *(Fig. 7)*

STEP 11b | INSTALL GLASS
NOTE: A TWO PERSON INSTALLATION IS REQUIRED.
INSTALLER 1 lowers the check ring until it is resting on the top of the glass, ensuring the edge of the glass is completely captured inside the check ring. INSTALLER 1 then lowers the lower shaft collar until it is resting on the top of the check ring and tightens the set screw in the lower shaft collar to secure it to the suspension stem. *(Fig. 7)*

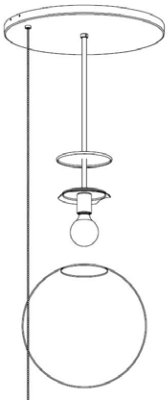



Fig. 7