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Version History of this document

Version Updated to	Date	Author	Reason
1.0	2014/11/03	P.Kakos	v1.0 release
2.0	2016/10/01	P.Kakos	MRI optimization
2.1	2020/05/05	JF Hamelin	MEG compatibility

Document Icons

The use of icons emphasizes helpful, caution, or warning notes. Below is a list of the icons available.

Icon	Type	Description
1	Helpful Hint	Information to help out during assembly, installation or usage
1	Caution Notice	Important Information to prevent misuses and/or damage to equipment
	Warning	Critical information to prevent damage to equipment and/or personnel



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Overview

This document presents the assembly instructions required to assemble a VPixx Technologies Trolley.



Conditionally MR safe: when the Trolley is used with other equipment, such as the SHIELDPixx, it should be considered Conditionally MR safe. By itself, the trolley is MR safe.



WARNINGS AND MARKINGS MUST BE OBSERVED! Before installing and using your Trolley, familiarize yourself with the MR room safety symbols that are found on your equipment. These are explained on the following table.

Symbol	Name	Description
MR	MR safe	Objects and components that are marked with the green MR safe icon present no danger for staff and equipment when operating in the MR room.
MR	Conditionally MR safe	The yellow Conditionally MR safe icon indicates objects and components that are only MR safe in a limited fashion. There are specified safety distances that limit how close the object or component in question may be from the magnet.
MR	MR unsafe	The red MR unsafe icon marks objects or components which are strictly prohibited from entering the MR room.

Work Area

Ensure that you have a proper work area for assembly of the VPixx Trolley. Refer to the VPixx Trolley Specifications section for details on the final dimensions of an assembled VPixx Trolley.



Under no circumstance should you climb on, lean against, or otherwise support your weight using the VPixxTrolley, either in its fully assembled state or during any of the following assembly steps



Required Assembly Material

To assemble a VPixx Trolley, you will need the items shown in the following table.

Item	Name	Quantity Required
	VPixx Trolley components	1x
	 VPixx Trolley assembly kit which includes: 4x Parallel assembly plate 8x parallel assembly plate support screw w/lock washer 2x 5 mm titanium Allen wrench 	1x

Assembly Steps

1. Unpacking

Unpack the VPixx Trolley from its shipping box and lay the different pieces on a stable surface. Ensure not to scrape any of the support arms on an abrasive surface (such as a concrete floor) so as not to damage the surface of the structure.

2. Left and Right Support Adjustment

Each vertical arm from the VPixx Trolley comes equipped with two (2) supports, as shown in the following picture. These will secure in place the VPixx Trolley's horizontal crossbar during a later assembly step.

Both screws (of each support arm) circled in red must be unscrewed *just* so that their end section (the end of the screw that is furthest away from the hex tip) are flush with the support itself.



Figure 1 Support screw adjustments

The following picture shows the bottom support with its screw ready to accept the horizontal crossbar. The top support screw has been unscrewed in a similar manner.





Figure 2 Support screw (flush with support surface)

3. Horizontal crossbar insertion

Now you are ready to insert the horizontal crossbar, as shown in the following picture.



Figure 3 adding horizontal crossbar

Slide the nuts into each rail, and then tighten them using the provided 5 mm Allen wrench.



Figure 4 Horizontal crossbar in place

4. Adding the Top Shelf

Slide in the top shelf of the VPixx Trolley by sliding it into the top rails of the support arms, as shown in the following picture. Align the "A" marker from the support arms to the "A" marker on the top shelf.



Figure 5 Sliding in top shelf

For exact top shelf positioning, ensure that the blue lines from the top shelf are exactly aligned with the blue lines from the support arms and also align the parallel assembly plate support brackets, as shown in the following picture.



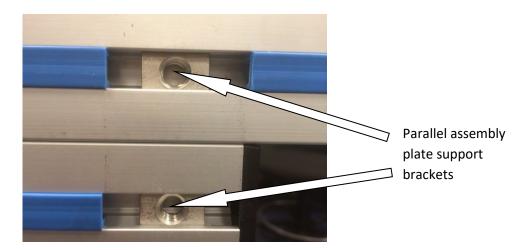


Figure 6 Horizontal alignment

Once the top shelf is properly aligned, use the four (4) parallel assembly plates to secure it in place. Fasten them using the provided 5 mm Allen wrench and the parallel assembly plate support screws and lock washers (2x each per parallel plate).

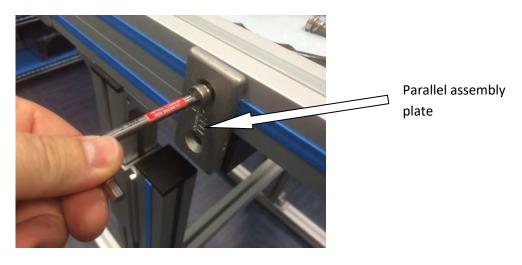


Figure 7 Securing a parallel plate



Figure 8 Fixed Parallel assembly plates

5. Adjusting height

To adjust the height of the top shelf, you will need to use the height adjustment screws located on each support arm (2 adjustment screws per arm), as shown in the following picture. Once the height is considered proper for your application, simply tighten the screws using the provided 5 mm Allen wrench.

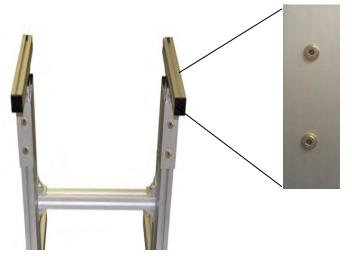


Figure 9 Height adjustment screws



Finished VPixx Trolley

After the final assembly steps are completed, the VPixx Trolley is ready for use. During transportation, you may find it convenient to remove the shelf unit and remove the middle horizontal support bar.

VPixx Trolley Specifications

Dimensions	Value
Height(min) MRI	30" (76 cm)
Height (max) MRI	43" (109 cm)
Height(min) MEG	51" (130 cm)
Height (max) MEG	67" (170 cm)
Width	24.5" (62.23 cm)
Depth	27.5" (69.85 cm)
Weight MRI	52 lb (23.6 kg)
Weight MEG	58 lb (26.3 kg)

Work Characteristic	Value	
Maximum supporting weight	90 lb (40.9 kg)	
Shelf area	21"x26" (53.34 cm x 66 cm)	



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