

# LapCabby

New thinking in ICT storage

## Instructions

Laptop Charging & Storage Units

Featuring a unique Power Management system  
to reduce our environmental impact



# Loading Guide

## LapCabby V Series - 10V 16V 20V 32V

**To UNLOCK front doors** – turn the key located on top of the LapCabby according to diagram shown on lock.

**To UNLOCK back doors** – pull hidden handle located on the underside of the top of the LapCabby.

**To LOCK back doors** – close the rear right door first, then close the rear left door.

**To LOCK front doors** – ensure back doors are closed securely, close the front left door then close the front right door. Turn key located on top of the LapCabby according to diagram on lock. This locks both the front and back doors securely. Back doors **MUST** be closed prior to locking the front doors.

### To install laptops into LapCabby:

1. Place laptops between wire bars on the protective rubber mats.
2. Place power adapters in holders located in the separate back compartment as shown. The adapter cable should be neatly organised and secured with a suitable tie strap/rubber band. No cables should overhang outside the holders, as this may damage the cable when the rear door is shut. Internal dimensions for AC adapter pocket are W68 x D61 x H199mm (1 AC adapter per pocket).
3. Pass power adapter cables through holes on back panel and push into clips to secure.
4. Plug power cables into laptops and adjust the length of the cables so drawer can be opened.
5. Put supplied cable clips onto the cables and clip to the metal bars to secure as shown.
6. Plug mains plugs from adapters into power extension strips.
7. Pass the LapCabby mains lead through the cable outlet located on the back door.

**Note:** 2 castors have lockable wheels. Please lock when LapCabby is in position by pushing down on the castor foot plate.

## LapCabby H Series - 16H 32H

**To UNLOCK front doors** - turn the key located on top of the LapCabby according to diagram shown on lock.

**To UNLOCK side doors** - push down the latch located on the inside panel on the side of the door.

**To LOCK doors** - the side doors automatically lock when closed. Close the front door, turn key located on top of LapCabby according to diagram on lock.

### To install laptops in to LapCabby:

1. Place laptops in tray.
2. Place power adapters in holders as shown (holds 1 power adapter in 16H and 2 in the 32H). Ensure power adapters are on the relevant side, so that the holes connect to the trays in use. Internal dimensions for AC adapter pockets are W300 x D66 x H68mm (2 AC adapters per pocket).
3. Pass power adapter cables through hole in side panel and push into clips.
4. Plug power cables into laptop.
5. Adjust cable lengths so trays can be opened and clip into tray.
6. Plug mains plugs from adapters into power extension strips.
7. Pass the LapCabby mains lead through the plastic cable outlet in the door.

**Note:** 2 castors have lockable wheels. Please lock when LapCabby is in position by pushing down on the castor foot plate.

## LapCabby Mini Series - 20V 32V 40V

**To UNLOCK front doors** – turn the key located on top of the LapCabby according to diagram shown on lock.

**To UNLOCK back doors** – pull hidden handle located on the underside of the top of the LapCabby.

**To LOCK back doors** – close the rear right door first, then close the rear left door.

**To LOCK front doors** – ensure back doors are closed securely, close the front left door then close the front right door. Turn key located on top of the LapCabby according to diagram on lock. This locks the front and back doors securely. Back doors **MUST** be closed prior to locking the front doors.

### To install netbooks/tablets/Chromebooks into LapCabby Mini:

1. Place netbooks/tablets/Chromebooks in coloured storage boxes, two devices per box.
2. Place power adapters in holders in the separate back compartment as shown. Please note: The LapCabby Mini range is intended for use with netbooks/tablets/Chromebooks and mini AC adapters. Internal dimensions for AC adapter pockets are W41 x D90 x H195mm (2 AC adapters per pocket, 10 AC adapters per compartment).
3. Pass power adapter cables through holes on back panel and push into clips to secure.
4. Plug power cables into laptops and adjust cable length so drawer can be opened.
5. Clip cables into the moulded clips on the laptop storage boxes to secure as shown.
6. Plug mains plugs from adapters into power extension strips.
7. Pass the LapCabby mains lead through the cable outlet located on the back door.

**Note:** 2 castors have lockable wheels. Please lock when LapCabby is in position by pushing down on the castor foot plate.

## POWER 7 – Setting and Operating Instructions

**Important Note: All laptops must be switched off and closed before charging.**

**When powering up the LapCabby / TabCabby for the first time, depending on your time zone, the unit might automatically enter a timing period, to ensure the LapCabby / TabCabby is in the correct time zone please follow the instructions below from item 2, or to reset 'Timers' follow instructions from 'Setting Timers' below.**

The **Power 7** is a 7 day timer that through the menu system allows for the automated recharging of the laptops stored in this LapCabby / TabCabby. Ideally, the recharging period should be performed overnight on **lower tariff electricity** commonly known as 'off peak' electricity. This means that minimal energy will be used by the LapCabby / TabCabby during normal school hours unless the manual charging feature is activated.

The **Power 7** also sequentially turns on each power extension strip in turn to avoid mains overload. If the power is interrupted during a charging period, on resumption of power the charging will continue and finish at the set time.

### Setting the Power 7

1. Fit the mains plug into a suitable socket and switch the unit on at the socket. The screen will illuminate and display **Day, Date and Time**. (The Day, Date and Time may not be correct at this stage).

2. To set the **Power 7** follow the instructions below:-

To set the correct Date and Time press down on the 3 buttons at the same time and hold for a few seconds until the display shows **'Set Clock'** press the + button to set the clock. (After 10 seconds, if nothing has been selected the display will go back to the main Day, Date and Time screen). The display will now show **'Daylight Saving On'**. This should always be On, to switch off press + or - button to scroll through the options. When you have set the desired setting press the middle button once.

The display now shows **'Set date'** if the date is not correct use the + or - buttons as before to set the date. When you have set the desired date press the middle button once.

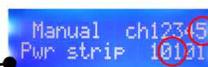
The display now shows **'Set time'** if the time is not correct use the + or - buttons as before to set the time. (Hold the buttons down and after 8 seconds the speed of increase will change). The timer is based on the 24 hour clock. When you have set the desired time press the middle button once.

You have now set the **Date** and **Time** for the Power 7 unit. The display should now show the correct **Day, Date and Time**. If you need to reset any of these features go back to the start of the instructions, press all 3 buttons and go back through the Menu System.

### Setting a Manual Charge

To set a manual charge press and hold the middle button until the display shows **'Set Manual Charge'**. The default duration time set for the manual charge is 4 hours (04:00:00). The duration time refers to how long the manual charge will last. To change this default time use the + or - buttons. When you have set the desired duration time press the middle button once. The display will now show **'Manual ch12345 Pwr Strip 11111'** (pictured below). This is referring to the combination of power strips that will be turned on in the manual charge. Use the + or - buttons to find the combination you require.

This is the display for the manual charge power extension strip combination, the display shows '12345' (1234 represent each power extension strip) (5) is referring to the auxiliary socket this will be explained below. The display for the default power extension strip combinations will show all the power strips turned on (1). The power extension strip combination work in a binary format. (1 represents power extension strip on - 0 represents power extension strip off, shown pictured right)



When you have set the desired combination press the middle button once. This will then take you through the 3 automatic timer functions the Power 7 has, please follow the instructions below ('Setting Timers').

### Setting Timers

The Power 7 has 3 automated timers which activate at specific times through-out the day. Each of the 3 timers has a default start time and default duration time for **Monday - Friday**. These times are listed below:

**Timer 1: Start Time - 04:30 / Duration - 03:30**  
**Timer 2: Start Time - 10:00 / Duration - 03:00**  
**Timer 3: Start Time - 14:00 / Duration - 03:00**

Please note default timer settings for **Saturday and Sunday** are different to Monday - Friday, these have been listed below:

**Timer 1: Start Time - 00:00 / Duration - OFF**  
**Timer 2: Start Time - 00:00 / Duration - OFF**  
**Timer 3: Start Time - 00:00 / Duration - OFF**

**When using the LapCabby / TabCabby unit for the first time only Timer 1 will be active, please follow the instructions below to turn on Timer 2 and 3. Even though Timer 2 and 3 are not active at first they still have a default start time and duration time for when they are turned on.**

Default **Timer 1** has been set to fully charge the laptops in the overnight charge through the 'off peak electricity' window. Default **Timer 2** has been set to re-charge the laptops late morning through too the dinner break. Default **Timer 3** has been set to re-charge the laptops mid-afternoon until the end of the school day.

The display will show **'Set Timer 1'** to set timer 1 press + button. To keep the default settings press the - button. If 'Yes' The display will show **'Timer 1 Sun Start Time 00:00'**, to change the start time use the + or - buttons. When you have set the desired start time press the middle button once. The display will now show **'Timer 1 Sun Duration OFF'**, to change the duration time use the + or - buttons. When you have set the desired duration time press the middle button once. The display will now show **'Timer 1 Sun 1234 Pwr Strip 1111'**. Like with the manual charge this is referring to the combination of the power extension strips that are to be turned on.

The image (right) shows the display when choosing the power extension strip combination for the automatic timers. (1234) represent each power extension strip). There is no (5) option like on the manual charge, this is referring to the auxiliary socket. This is not shown on the automatic timers as the auxiliary socket is set to automatically switch on when each timer is activated. (1 represents power extension strip on - 0 represents power extension strip off, as before in the manual charge).



When you have set the desired combination press the middle button once. The display will now show **'Timer 1 Mon Start Time 04:30'** follow the same procedure carried out for Sunday, until timer 1 is completed for Sunday - Saturday.

The display now shows **'Timer 2 On?'** press + to turn on timer 2, press - to turn timer 2 off. If on has been selected the display will show **'Set Timer 2'** to set timer 2 press + button, press - button to skip to timer 3. If **Yes** the display will show **'Timer 2 Sun Start Time 00:00'**, to change the start time use the + or - buttons. When you have set the desired start time press the middle button once. The display will now show **'Timer 2 Sun Duration OFF'** to change the duration time press the + or - buttons. When you have set the desired time press the middle button once. The display will now show **'Timer 2 Sun 1234 Pwr Strip 1111'** As before this is referring to the combination of power extension strips that are to be turned on. When you have set the desired combination press the middle button once. The display will now show **'Timer 2 Mon Start Time 10:00'** follow the same procedure as before to complete timer 2 for Sunday - Saturday.

The display now shows **'Timer 3 On?'** press + to turn on timer 3, press - to turn timer 3 off. If on has been selected the display will show **'Set Timer 3'** to set timer 3 press + button, press - button to skip to the end of the timer menu. If **Yes** the display will show **'Timer 3 Sun Start Time 00:00'**, to change the start time use the + or - buttons. When you have set the desired start time press the middle button once. The display will now show **'Timer 3 Sun Duration OFF'** to change the duration time press the + or - buttons. When you have set the desired time press the middle button once. The display will now show **'Timer 3 Sun 1234 Pwr Strip 1111'** As before this is referring to the combination of power extension strips that are to be turned on. When you have set the desired combination press the middle button once. The display will now show **'Timer 3 Mon Start Time 14:00'** follow the same procedure as before to complete timer 3 for Sunday - Saturday.

You have now set all the timers from their default settings, the timers should now turn on the power extension strips with the times you have entered into the power 7. If required you can change the timers again by going to the start of the timer instructions, press and hold down the middle button and go back through the timer Menu. **You can skip through any of the timers by pressing and holding the middle button.**

### Activating the Manual Charge

At this stage a time will be set for the manual charge, whether it be a default time or a custom time. To activate the manual charge function press and hold down the + and - buttons until the display shows **'Manual Charge Starting'**. When activated you will hear clicks a few seconds apart this is the sequential switching on of the power extension strips as described earlier. The light on the each power extension strip will glow red. When the selected power strips are turned on the display will show **'Manual Charge'** along with the duration time previously set (default or custom) which will countdown until the charging duration has ended. To stop the manual charge at any time press and hold the middle button for a few seconds and the display will show **'Manual Charge Terminated'**.

**Auxiliary Power Supply (5)** – This is a factory fit option which will power an electrical socket inside the LapCabby / TabCabby. If the LapCabby / TabCabby unit has an auxiliary socket fitted this will be under constant power while the LapCabby / TabCabby unit is connected to the mains.

**Important Note: A temperature sensor has been fitted to this LapCabby / TabCabby unit, power will cut out if the temperature inside the unit exceeds 35°C (95°F) and will resume charging at approximately 29°C (84°F)**

## General Safety Precautions

**IMPORTANT:** The socket outlet shall be installed or situated near the equipment and shall be easily accessible.

The LapCabby should never be used on any inclined surface. Never have more than two drawers or shelves in the open or loading position at any time.

Always ensure that all the doors are fully closed and locked and that the mains power lead has been disconnected before moving the LapCabby. Forcing the doors beyond 90 degrees will cause damage to the hinges (excludes the front doors on 16H and 32H units which open to 160 degrees).

This unit is designed for storage and re-charging purposes only. This unit is specifically designed for use with laptops and their factory supplied AC adaptors, they should not be used with any other equipment. Do not leave the unit unattended in areas where children may have access.

The brakes on the castors should be operated to prevent movement and the doors should be locked and the key removed whenever the unit is parked, unattended or charging. Always disconnect the LapCabby mains power lead from the wall outlet before opening the doors or altering the AC adaptor configuration.

When the LapCabby is unplugged from the mains wall socket outlet you should ensure that the outlet is switched off wherever possible.

To avoid risk of electric shock or fire the unit should only be used by a competent adult.

This appliance is not intended for use by persons (including children) with reduced physical, sensory or mental capabilities, or lack of experience and knowledge, unless they have been given supervision or instruction concerning use of the appliance by a person responsible for their safety.

Children should be supervised to ensure that they do not play with the appliance. The mains power lead must not be pulled on to move the LapCabby. When moving the LapCabby the mains power lead should be stored inside the LapCabby to avoid damage. Inspect the plug and mains power lead on a daily basis, if the plug and power lead is damaged, it must be replaced by the manufacturer, its service agent or similarly qualified persons in order to avoid a hazard.

LapCabby units are supplied with two braked and two unbraked castors to allow you to move your LapCabby at any time and are intended for indoor use only (carpet, wood or tiled floors). Movement across bitumen, tarmac, concrete and rough surfaces is not recommended and doing so will void any warranty claims for damage to the wheels.

When moving your LapCabby between floors it is strongly recommended that the unit is transported via a lift or ramp. Do not wheel the LapCabby up/down stairs as this will cause damage to the unit.

The LapCabby and Power 7 should be used in a dry environment and at normal room temperatures. No water or moisture must be allowed into the unit. The LapCabby must not be used outdoors. The LapCabby should not be moved across any external areas unless the weather is warm and dry. If it is unavoidable then this should only be done in dry conditions and the LapCabby must be allowed to stand in normal room conditions for at least four hours before it is connected to any laptops or supply sockets.

The power extension strips inside this unit are to be used for the recharging of laptop computers only and no other purpose. The use of the extension strips for recharging or powering any other equipment will invalidate the warranty (with the exception of factory fitted optional extras).

The LapCabby is fitted with 2 extractor fans to keep the inside of the cabinet cool these operate automatically and will turn themselves on and off, there are NO user settings.

### Safety Precautions for the Power 7 Timer

**Important** the **total** load on any power extension strip must not exceed 6amps and the **total** load on ALL power extension strips must not exceed 12amps.

**Important** the **total** load on any power extension strip must not exceed 6amps and the **total** load on ALL power extension strips and auxiliary socket when fitted must not exceed 12amps. (Auxiliary socket is a factory fit option)

**Important** - The Power 7 has a Lithium Manganese Battery backup for the timer functions, the Battery is permanently fixed to the PCB and is a factory replacement item. No attempt should be made under any circumstances to remove the battery from the circuit board any attempt to fit an incorrect type of Battery could lead to an explosion.

There are no serviceable parts in the Power 7 only trained personnel are allowed access to the inside of the Power 7 unit. Do not modify the unit in any way. Under no circumstances should the air vents on the LapCabby be covered. Under no circumstances should the air vents on the Power 7 be covered.

Before any cleaning of the plastic casing the mains power lead must be removed from the mains socket. Cleaning of the plastic casing should only be done using a clean dry cloth. No liquid detergents or aerosol cleaners are to be used.

## Technical Data Sheet

Degree of protection against ingress of solid objects, dust and water: **IPX0**

Degree of protection against electric shock: **Insulation-encased Class I control**

Degree of pollution: **2**

Nature of supply: ~

Rated mains supply voltage: **UK: 220 - 240V**  
**Aus: 230V**  
**Euro: 230V**  
**US: 115V**  
**South Africa: 230V**

Rated frequency: **UK: 50Hz**  
**Aus: 50Hz**  
**Euro: 50Hz**  
**US: 60Hz**  
**South Africa: 50Hz**

Max. current: **12A : Total load on all Power Extension Strips**  
**6A : Total load on any single Power Extension Strip**

Rated impulse to withstand voltage: **2.5KV**

Type of power connection:

**UK:** Detachable mains power lead with UK 3 pin plug and C19 Connector  
**Aus:** Detachable mains power lead with Australia 3 pin plug and C13 Connector (AS/NZS 3112:2004)  
**Euro:** Detachable mains power lead with Schuko type plug and C13 Connector  
**US:** Detachable mains power lead with Nema 5 - 15P and C19 Connector  
**South Africa:** Detachable mains power lead 15 amp round 3 pin plug and C19 Connector

Only the supplied mains cord should be used with the LapCabby.

Number of cycles of automatic: 10000

### Operating Temperature:

We recommend 5 degrees - 33 degrees Celsius, the unit will automatically switch off at 35 degrees Celsius and will switch back on at 29 degrees Celsius, this is to protect the Laptop Battery.

**Cooling condition:** Natural Convection plus automatic extractor fans.

### Correct disposal of this product:



This marking indicates that this product should not be disposed with other household wastes throughout the EU, US and Australia. To prevent possible harm to the environment or human health from uncontrolled waste disposal, recycle it responsibly to promote the sustainable reuse of material resources. To return your used device, please use the return and collection systems or contact the retailer where the product was purchased. They can take this product for environmentally safe recycling.

### EQUIPMENT MUST BE SUPPLIED FROM EARTHED / GROUNDED SUPPLY

High Touch current can result from the summation of the touch currents of each of the devices plugged into the unit.

To protect against a hazard the connection to protective earth should be reliable. The equipment supply connection (mains plug, mains cable and inlet) must be annually inspected / checked for signs defects or excessive wear and replaced where necessary.



**DANGER!**  
**RISK OF ELECTRIC SHOCK**  
**DANGER! ELECTRICAL CORDS**  
**CAN BE HAZARDOUS**  
**MISUSE CAN RESULT IN FIRE**  
**OR DEATH BY ELECTRIC SHOCK**