



## INSTALLATION INSTRUCTIONS FOR COMPLETELY FLUSH POKE THROUGH FLOOR OUTLETS

1. Core 4" hole through concrete floor. (Make sure hole is drilled straight).
2. Insert unit through hole in floor and thread on 3 ½" locknut from below.
3. Remove four screws in top cover plate and remove cover (Do NOT remove top flange).
4. Slide out divider partition plates.
5. Remove four screws that hold the device mounting plates in place.  
(Note: Not the four holding the flange).
6. Remove mounting plate with receptacles, and then remove mounting plate with data jacks.
7. Pull wiring through threaded holes in bottom plate.
8. Connect and insert keystone style communication jacks in mounting plate and set plate in place. (Spring tap on jacks to outward. Two one way and two the other way). (If you are installing a systems furniture configuration please see step #8 below).
9. Replace divider plates.
10. Connect field power to receptacle wire leads.
11. Set the receptacle mounting plate over the jack plate, using four screws and spacer nuts attached.
12. Replace the top cover plate using four screws.
13. Carpet or other flooring is to finish up to the edge of cover for a flush installation.

If you are installing a systems furniture outlet (MOI SYS COMM OR MOI SYS NOC COMM) replace step # 8 with the following:

8. Pull communication cables up through bottom plate, through unit and leave long enough to reach work station. Connect wire receptacle and replace mounting plate with four screws. Pass cabling through hole in cover plate and fasten the cover plate using four screws.

If there any questions regarding installation, please contact 1-888-225-2478