

INSPIRE Installation Techniques

Standard installation Bi Fold

Outside Mount, 3 sides

Tools and Materials required

- Cordless Drill
- Tape Measure / Laser Measurer
- Box Knife
- P2 Phillips screw tip, 100mm long
- #6 countersink drill bit
- Caulking Gun
- Spirit Level

Before Beginning

- Check the order form to ensure you have all the part required for the type of installation you are undertaking. This should be checked off before leaving the factory and whilst loading
- Place all required tools and hardware within easy reach, this is where the tool belt option is handy
- Make sure the 'item #packing labels match, if multiple panels will be used. This application will have the frames wrapped separately and each panel wrapped with Item#.

Process

1. Using the box knife, carefully open the wrapped parts, remove the panels and frames requested and from the parts box get the hardware required
2. Stand the panels in the correct order, making sure they are the right way up, and all match up correctly. Each of the panels should be numbered on the top of the rail to identify the correct order.
3. The framing pieces will be assembled first. For an outside mount opening, the headboard, fascia's and mounting strip will all be pre-assembled as one unit (unless ordered otherwise). Place this on the floor, face up. Slide the sideboards up into the headboard, also face up. (if skirting is present on the face on the wall, you may have to carefully scribe the sideboard to allow it to sit flat against the wall). Screw down through the headboard into the sideboards with screws provided, to attach the framing together. Your frame should now be fully assembled.
4. Standing the top of the headboard, lift the unit up, and place against the wall.
5. Position the frame evenly around the window opening. If an architrave is present, this will usually be directly against the outside of the architrave.
6. Using a ladder for access, insert a screw through the header support strip and into the wall, ensuring there is a suitable fixing point within the wall. Check that the frame is still evenly positioned around the window, and then insert additional screws to fix the header support strip to the wall. A normal number of fixings would be one screw at 100mm from either end, and then evenly spaced at about 500mm-600mm intervals, but this will be entirely dependent on the fixing points in the wall. Ensure that the header is kept perfectly straight, as any sag may prevent the tracking system from operating properly. Additional mounting brackets may also be required if necessary when extra support is required.
7. The sideboards can now be fixed to the wall. Place the sideboard support strips inside the sideboard, and against the wall or architrave (if side strips (light-block) are ordered only) Screw the support strips onto the sideboard, using 30-32mm screws. A normal number of fixings would be one screw at 100mm from top and bottom, and then evenly at about 500mm – 600mm intervals (for a normal door-height, 4 -5 screws per side usual).
8. Ensure that the sideboards are perfectly vertical and straight. A spirit level can be used to check this, but if the architraves are present the sideboards will normally sit flush against them. Screw through the sideboard into the wall or architrave, keeping the screws at the same spacing as those into the sideboard.

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9. The bottom pivot/s can now be fitted. Check the order for the correct folding sides, and place the bottom pivot plate at the correct end/s. Measure the distance from the front of the sideboard to centre line of the top track, and place the bottom pivot so that its centre line is the same distance in. This should ensure that the top and bottom pivots are plumb to each other. (Note this step isn't required when fitting FF/FF panels as they are free floating)
10. Screw the pivot onto the sideboard and floor. If the floor is tiled or concrete, mark the fixing holes first, remove the pivot and inset a nylon plug into the floor. If the floor is carpet over concrete, use the method described in the Attaching to Carpet Concrete Floors section.
11. The bottom track can now be fitted. If pivots are located at both ends, the track can be fitted directly between them, ensuring the centre line of the track lines up with the centre line of the pivots. If there is a pivot at only one end, the opposite end will need to be measured and marked for the same centre line as the pivot. If the floor is timber, tiled or polished concrete, the bottom track can be fixed with VHB double-sided tape (the tape must run the full length of the track), or can be fixed with screws using the appropriate method. The track will need to be pre-drilled and countersunk to use screws. If the floor is carpet over concrete, use the method described in the 'Attaching to carpeted concrete floors' section.
12. The panels can now be fitted. Ensure that all componentry has been fitted to the top track, and panels. When fitting bi-fold panels it easiest to work from the pivot sides in towards the middle. Install the first pair containing the pivot panel onto the bottom pivot bracket.
13. Spring load the top pivot (attached to the panel) into the top pivot bracket in the track.
14. Attach the panel with the wheel carrier bracket to the wheel carrier in the track. Make sure to lock the wheel carrier bracket to the wheel carrier by adjusting the lock lever. Compress the spring-loaded guide and click into the bottom track.
15. If more than two panels fold in the same direction, bring the next pair to the first pair, line up the hinges and insert the hinge pins. Attach the panel with the wheel carrier bracket to the wheel carrier in the track, and compress the spring-loaded guide and click into the bottom track. Repeat as necessary.
16. Assess the panels for squareness to the frame and each other. If gaps are not even or the panels do not line up to each other at the top & bottom, adjustments need to be made.
17. Side to side adjustments can be made at the top pivot bracket and the bottom pivot brackets, and height adjustments can be made at the wheel carriers and the bottom pivot brackets.
18. Once panels are square to each other and the frame, check for proper function by running the panels through the full range of motion.
19. If necessary, adjust the sideboards to the panels.
20. Cover all visible screws the Fastcaps (screw caps), caulk where necessary and give a final clean.

The installation of this opening is now complete.