

# Lightbox Assembly Guide

## Introduction

This guide takes you through the steps to assembly the Coplan Lightbox.



**Note:** Newer models have a silver frame.

## What's in the box

Item	Quantity
Short uprights with black link connectors	4
Short uprights with silver link connectors	4
Long uprights with black link connectors	6
Long uprights with black link connectors and door hinge brackets	2
Door hinge handles	2
Door (incl. fitted panel)	1
Intermediate frames	3
Light-panel frame (incl. light panel)	1
Controller frame (incl. controller and camera)	1
Side panels	7
Side panel with notch for light panel power supply	1
Front/back panels	7
Back panel with notch for controller and power supply cable	1
Controller Power Supply (incl. UK mains lead)	1
Light Panel Power Supply	1
Transport case	1
Tape measure	1
Verniers callipers	1
Blu Tac (pack)	1
Spanner holder (small)	1
Spanner holder (large)	1
CPL-115 Lightbox Assembly Guide (pdf) – this guide	1
CPL-97 Tool Profiling Guidelines (pdf)	1

## Prerequisites

The Lightbox is 1315mm x 500mm x 380mm (HxWxD) in size and weighs 15.7Kgs when assembled. It's best to start assembling the Lightbox on a suitable bench and move the first half to the floor before assembling the second half. The fully assembly lightbox can then be lifted onto the bench for use.

Case: 11Kgs

Case with Lightbox: 26.7Kgs

## Assembly Steps

### Step 1 – Unpack

- Unpack the contents of the box before assembly and ensure all the parts are present.



Long and Short uprights x 16



Intermediate frames x 3



Door panel x 1



Power supplies x 2



Door hinge handles x 2



Light panel & Controller frames x 1



Side panels x 8



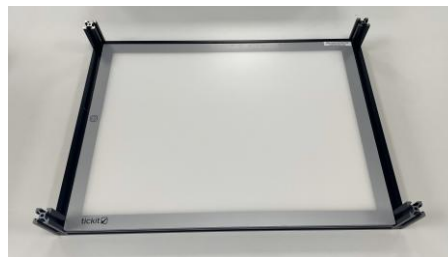
Front/back panels x 7

## Step 2 – Decouple the Light panel and Controller frames

- The **light-panel frame** and the **controller frame** are coupled together whilst stored in the box. These two frames need to be de-coupled to start with.



- Place the combined frames on the bench with the **light-panel frame** at the bottom.
- Loosen the 4 thumb screws and lift the **controller frame** off and carefully place to one side.



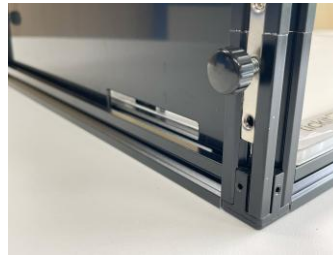
## Step 3 – Assemble level 1

- Starting with the **light-panel frame**, ensure the frame to facing frontwards with the Light Panel on/off button on the left-hand side.
- Insert 4 of the **short uprights with the silver connectors** into each corner with the thumb screws pointing outwards to the sides.
- Ensure the **short uprights** are fully inserted and tighten all 4 thumb screws.



- Slot the **side panel with notch for light panel power supply** in between the left-hand side short uprights.

- **Note:** The notch should be on the bottom edge facing towards the front.



- Slot a **side panel** (without any notches) in between the right-hand side short uprights.
- Slot a **front/back panel** in between the rear short uprights.

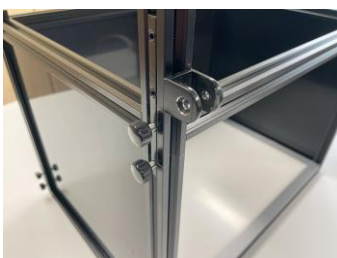


Step 4 – Assemble level 2

- Place an **intermediate frame** onto the already assembled Level 1.



- Insert the 2 **long uprights with door hinge brackets** into the front two corner.
- Ensure the hinge brackets are pointing forward and the thumb screws point outwards to the sides.



- Insert 2 of the **long uprights** into the rear two corner with the thumb screws point outwards to the sides.
- Ensure the **long uprights** are fully inserted and tighten all 8 thumb screws.



- Slot two **side panels** in between the right-hand and left-hand side short uprights.
- Slot two **front/back panels** in between the front and rear short uprights.



- **Tip:** Do not fit the door at this stage.

### Step 5 – Assemble level 3

- Place an **intermediate frame** onto the already assembled level 2.
- Insert 4 of the **long uprights** into each corner with the thumb screws point outwards to the sides.
- Ensure the **long uprights** are fully inserted and tighten all 8 thumb screws.



- **Ensure all the thumb screws are tight** and carefully lift the part assembled frame onto the floor.
- Slot two **side panels** in between the right-hand and left-hand side short uprights.
- Slot two **front/back panels** in between the front and rear short uprights.



#### Step 6 – Assemble level 4

- Place the last **intermediate frame** onto the already assembled level 3.
- Insert 4 of the **short uprights with the black connectors** into each corner with the thumb screws point outwards to the sides.
- Ensure the **short uprights** are fully inserted and tighten all 8 thumb screws.



- Slot the **back panel with notch for controller and power supply cable** in between the rear **short uprights**.

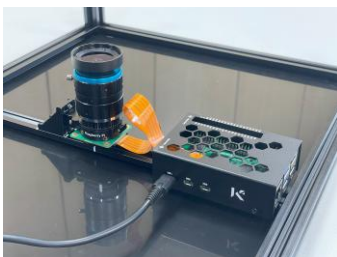
**Note:** The notch for the power cable should be on the left side when looking from the front.



- Slot two **side panels** (without any notches) in between the right-hand side **short uprights**.
- Slot two **front/back panels** in between the front and rear short uprights.



- **Important:** Remove the **lens cap** from the camera.
- **Important:** Connect the **controller power supply** to the controller USB-C socket.



- Finally add the **controller frame** to the top level 4 with the controller toward the rear of the frame.
- Ensure the **controller power supply** cable feeds through the notch in the back panel.



- Ensure each corner of the **controller frame** is fully inserted and tighten all 4 thumb screws.



#### Step 7 – Assemble the door

- Carefully place the **controller power supply** brick on the light-panel and then lift the fully assembly onto the bench.

**Note:** The full assembly weighs 15.7Kgs and so ensure the correct manual handling procedure is followed.



- Remove the **controller power supply** brick from the light-panel and place to the side.
- Add the **door panel** to the assembly by inserting the hinge arm on the door panel into the hinge arms on the frame.

**Note:** It does not matter which way round the door goes.



- Whilst holding the door panel in place, insert the **door hinge handles** and screw to affix the door panel.
- These can be tightened and loosed as required to open the door and lock open if required.



#### Step 8 – Final steps

- Connect the magnetic **light-panel power supply** to the light-panel with the cable pointing towards the front.



- Connect the **light-panel power supply** and **controller power supply** to the mains to power up the lightbox.
- Please refer to the **CPL-97 Tool Profiling Guidelines** on how to operate the Lightbox.