

## SOLARIS LOCOR® RECESSED ELECTRONIC ROLL TOWEL DISPENSER USER GUIDE (SKU NUMBERS D68011-A)

The LoCor Recessed Electronic Dispenser is designed to be mounted into the wall or inside a recessed cabinet on the wall to yield maximum space in the busy bathroom environment. The paper is delivered automatically by positioning a hand underneath the center bottom of the dispenser. The remaining roll towel is maintained inside the unit to avoid cross contamination. With the stainless steel cover, the dispenser offers both attractive appearance and easy cleaning ability; all together providing a maximum sanitation.

Outer dimension is 18.17" x 14.67" x 10.97", weighs approximately 9.8 lbs.

The dispenser is designed for an opening of 10 5/8" Width x 15 1/8" Length x 4" Depth.

### **TABLE OF CONTENT**

I. Dispenser Installation Instruction .....	Page 2
1. Install Directly into the Wall – Using A Picture-Frame Panel .....	Page 2
2. Install into Existing Recessed Cabinets on the Wall - Using Filler Panels .....	Page 4
2a. Use Insert Filler Panel .....	Page 5
2b. Use Hanging Filler Panel .....	Page 5
II. Changing Mounting Side of Cover .....	Page 7
III. Roll Support Installation .....	Page 8
1. For 7" Width Solaris LoCor Paper Towel SKU Numbers 46897, 46989, 46899, 46902 .....	Page 8
2. For 8" Width Solaris LoCor Paper Towel SKU Numbers 46896, 46901 .....	Page 8
IV. Power-up the Dispenser .....	Page 9
V. Paper Loading and Initiate the First Dispense .....	Page 9
VI. Switch Control Settings .....	Page 10
VII. LED Indicator Light Function .....	Page 10
VIII. Stub-Roll Transfer Loading .....	Page 10
IX. Failure Diagnostics .....	Page 10

## I. DISPENSER INSTALLATION INSTRUCTION

### 1. Install Directly into the Wall – Use A Picture-Frame Panel

Hardware provided with the dispenser:

- Key
- (4) Screws #10 x 1"L, Phillips Head
- (4) Wall Anchors

Tools and materials required (not provided):

- Stud Finder
- Pencil
- Tape Measure
- Level
- Knife or Saw (to cut drywall)
- Powered Screwdriver with Phillips Head and 1/4" Hex Head Drive
- Cotton Gloves
- (2) Studs 2" x 4" x 12"L
- (6) Screws #10 x 1 1/2"L, Phillips Head

#### Step 1: Dispenser Location

Determine the location of the dispenser to be mounted. Ensure there will be no interference during the opening and closing of the cover or when paper is dispensed at the bottom of the dispenser.

#### Step 2: Studs' Location

Use a Stud Finder to find the location of the two studs on both sides of the area where the dispenser will be mounted. Mark the locations of the studs.

#### Step 3: Cut the Opening on Drywall

Knowing the studs' location, the dispenser should be mounted roughly in the middle, between the two studs. The bottom of the dispenser should be 48 inches from the floor.

To install the dispenser into the wall, it is required to cut an opening of 10 5/8" W x 15 1/8" L on the drywall.

Recommend to use a pencil outlining the opening before cutting into the drywall:

- Using a tape measure, place a mark of 48" from the floor. Then use a level to draw a horizontal line from the mark. This is the bottom line of the opening.
- Using a tape measure, place a mark of 15 1/8" from the bottom line drawn from the last step. Then use a level to draw a horizontal line from the mark. This is the top line of the opening.
- Use the level to draw two vertical lines to connect the top and bottom lines. These two lines should be 10 5/8" apart from each other. These two lines should be roughly in the middle, between the two studs.

Now use a knife or a saw to carefully cut the opening out of the drywall. See Figure 1 for more details.

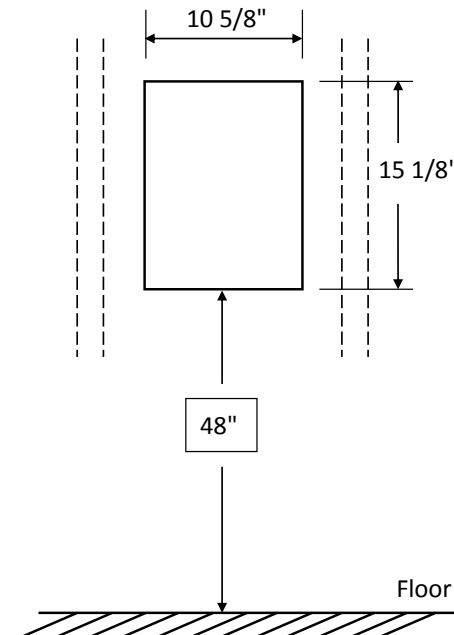
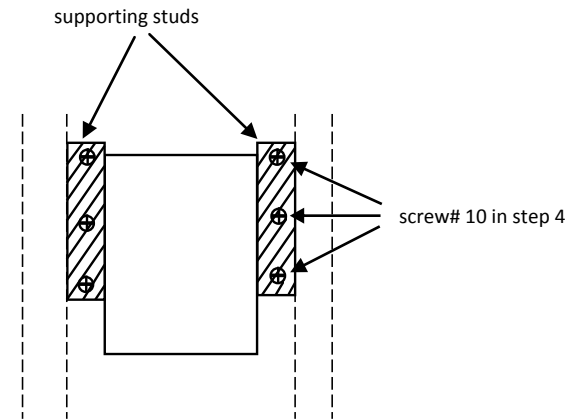


Figure 1.

Step 4: Install the Two Supporting Studs

Install the two studs (2" x 4" x 12"L) on the left side and right side of the opening, behind the drywall (Figure 2). Drive three screws #10 (1 1/2" L) through the drywall into each stud on both sides (total of six screws to be used).

Figure 2.



Step 5: Install the Picture-Frame panel and the dispenser into the wall.

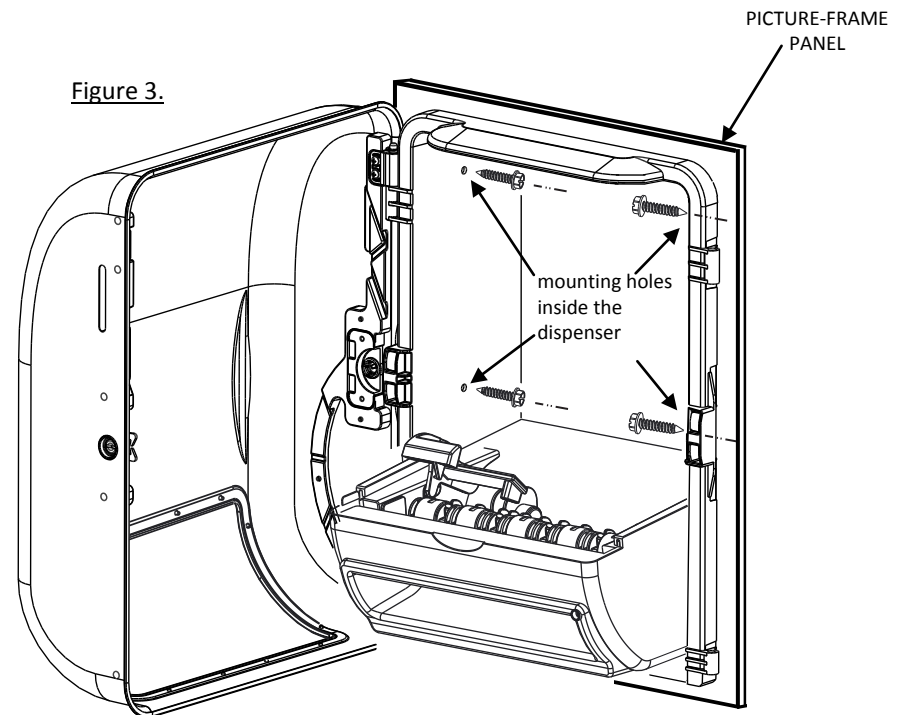
Remove the protecting film on the outside of the panel. Recommend to use cotton gloves to handle the panel after the film is removed to avoid finger prints.

Carefully place the dispenser into the big opening on the panel. Then install the assembly (of the cover and the panel together) into the opening on the wall. Slide the dispenser all the way in; ensure there is no gap between the panel and the wall.

Use the key (provided) to open the cover. Drive four #10 screws (also provided) into the mounting holes on the left and right sides of the dispenser to secure the dispenser in position. See Figure 3 for more details.

The dispenser is now ready for Roll Support installation and paper loading.

Figure 3.



## 2. Install into Existing Recessed Cabinets on the Wall – Use Filler Panels

Tools and materials required (not provided):

- Power Drill with:
  - o Phillips Head Drive
  - o 1/4" Hex Head Drive
  - o 1/8" Drill Bit
- Marker
- Cotton Gloves
- Other tools may be required, depends on the type of the existing dispenser in the recessed cabinet

### Step 1: Remove the Existing Dispenser from the Recessed Cabinet

Open the cover of the existing dispenser and remove the paper towel (if it is present) to examine whether the dispenser was secured in the cabinet by screws/nuts, rivets or by spot welding.

\* If the existing dispenser is secured by screws, use the power drill with the Phillips Head Drive to loosen the screws to remove the dispenser out of the cabinet.

\* If the existing dispenser is secured by nuts, use the **appropriate socket** to loosen the nuts to remove the dispenser out of the unit.

\* If the existing dispenser has the cover riveted or spot welded to the recessed cabinet, use the power drill with the 1/8" drill-bit to drill out the rivets and spot-welds inside of the dispenser. Then carefully use a **hammer** and a **chisel** to separate the hinge side of the cover from the cabinet frame. See Figure 5 for more details.

Here are some examples of the existing recessed dispensers:

#### Recessed Paper Towel Dispenser secured by screws/nuts

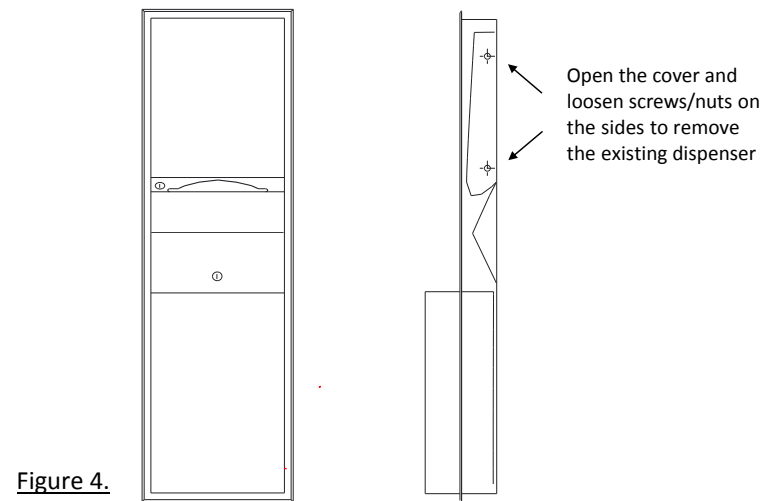


Figure 4.

#### Recessed Paper Towel Dispenser secured by spot welds

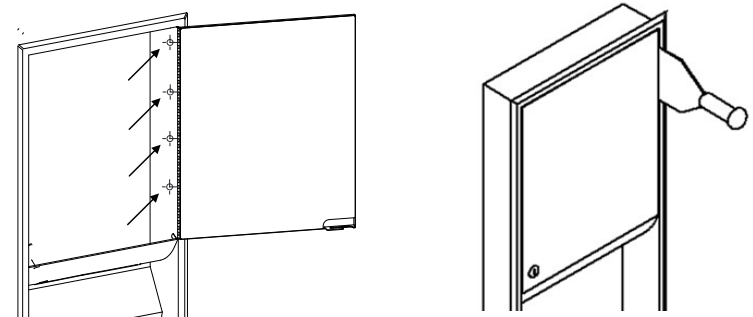


Figure 5.

## Step 2: Filler Panel Installation

### a. Use Insert Filler Panel

Hardware provided with the Insert Filler Panel:

- (4) Screws #8 x 3/4"L, Hex Head
- (4) Screws #6 x 1 1/4"L, Phillips Head

Do not remove the protecting film on the outside of the panel yet.

- Place the panel (with the protecting film still on) into the cabinet with the top of the panel to be in the contact with the top of the cabinet.
- Note that there are two mounting holes on each of the left and right sides of the panel. Use the marker to mark the holes' locations. Carefully remove the panel out of the cabinet.
- Use the power drill with the 1/8" drill-bit to drill four holes at the marks. Each hole should be roughly 1-inch deep.
- Remove the protecting film on the outside of the panel. Recommend to use cotton gloves to handle the panel after the film is removed to avoid finger prints.
- Carefully slide the panel into the cabinet. Drive four #8 x 3/4"L Hex Head screws (provided) into the mounting holes on the left and right sides of the panel to secure the panel to the cabinet.

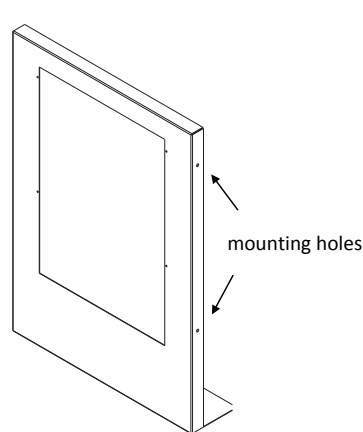
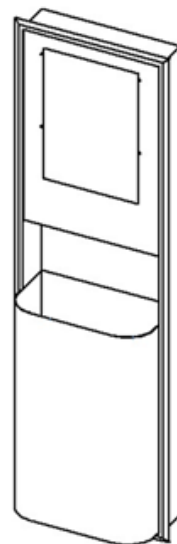


Figure 6.



Finished Look

### b. Use Hanging Filler Panel

Hardware provided with the Hanging Filler Panel:

- (4) Screws #6 x 1 1/4"L, Phillips Head
- (3) Double Sided Tape Strips

Remove the protecting film on the outside of the panel. Recommend to put the cotton glove on the one hand that is used to hold the panel to avoid finger prints. The other hand that is used to peel the film will not need glove.

Use two double-sided tape strips (provided).

- Remove the backings on one side of the tape and place them with the adhesive side onto the bezel as shown in Figure 7. Keep the backings remaining on the front face of the tape.
- Loosen the screws that were used to secure the cabinet to the studs (typically these screws locate on the left and right sides of the cabinet). Store these screws for later use. Then pull the top part of the cabinet out slightly, just enough to hook the top of the panel onto the top of the cabinet.
- After the top of the panel is hung, remove the backings of the tape and then press the panel onto the tape to secure it in place.
- Install the mounting screws on the left and right sides the cabinet to complete the panel installation.

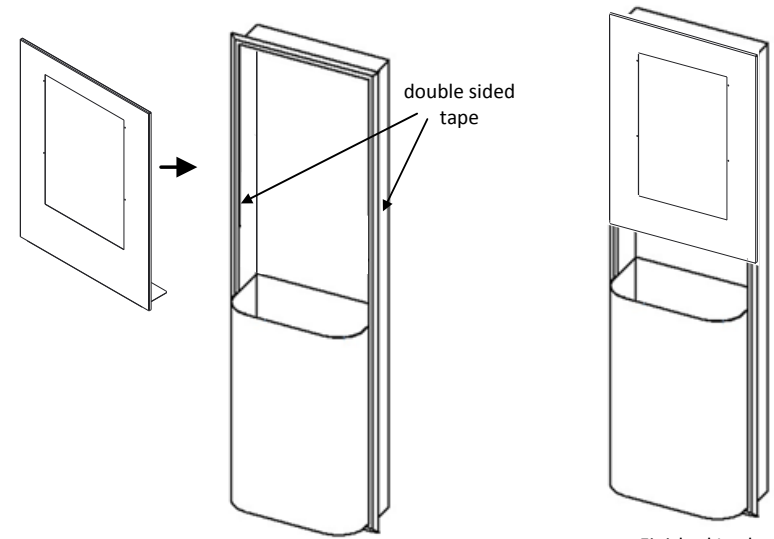


Figure 7.

Finished Look

### Step 3: Dispenser Installation

Hardware provided with the dispenser:

- Key
- (4) Screws #10 x 1"L, Phillips Head
- (4) Wall Anchors

Through the front opening of the panel, slide the dispenser all the way in, make sure that the back of the dispenser is in contact evenly with the back of the cabinet. There are two options to secure the dispenser:

Option 1: Drive the four screw# 10 (provided) into the mounting holes on the back of the dispenser to secure the dispenser to the cabinet.

Caution Note: The length of the screw# 10 is 1 inch, which may be longer than the thickness of the drywall on the back of the cabinet. If it is not acceptable, please use option 2.

Option 2: Drive the four screw# 8 (provided) into the front mounting holes on the stainless steel panel to secure the dispenser into place.

Note: If using the method described in option 2, it is recommended to enlarge the front mounting holes of the panel (using an 1/8" drill bit) prior to the installation. That will help drive the screws in the metal easier.

The dispenser is now ready for Roll Support installation and paper loading.

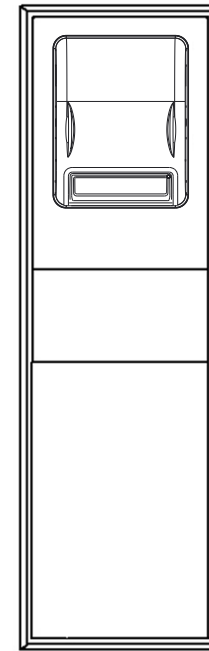


Figure 8.

## II. CHANGING MOUNTING SIDE OF COVER

The cover is designed to be mounted on either left or right side of the housing. Manufacturing setting is left-side mounting. To change to right-side mounting, follow steps 1 - 5:

### Step 1: Remove Hinge Pins (Top & Bottom)

First remove the e-clips at the end of the pins. Then remove the pins.

### Step 2: Remove the Removable Hinges (Top & Bottom)

First remove the screws. Then remove the hinges.

### Step 3: Remove the Door Seal Plug

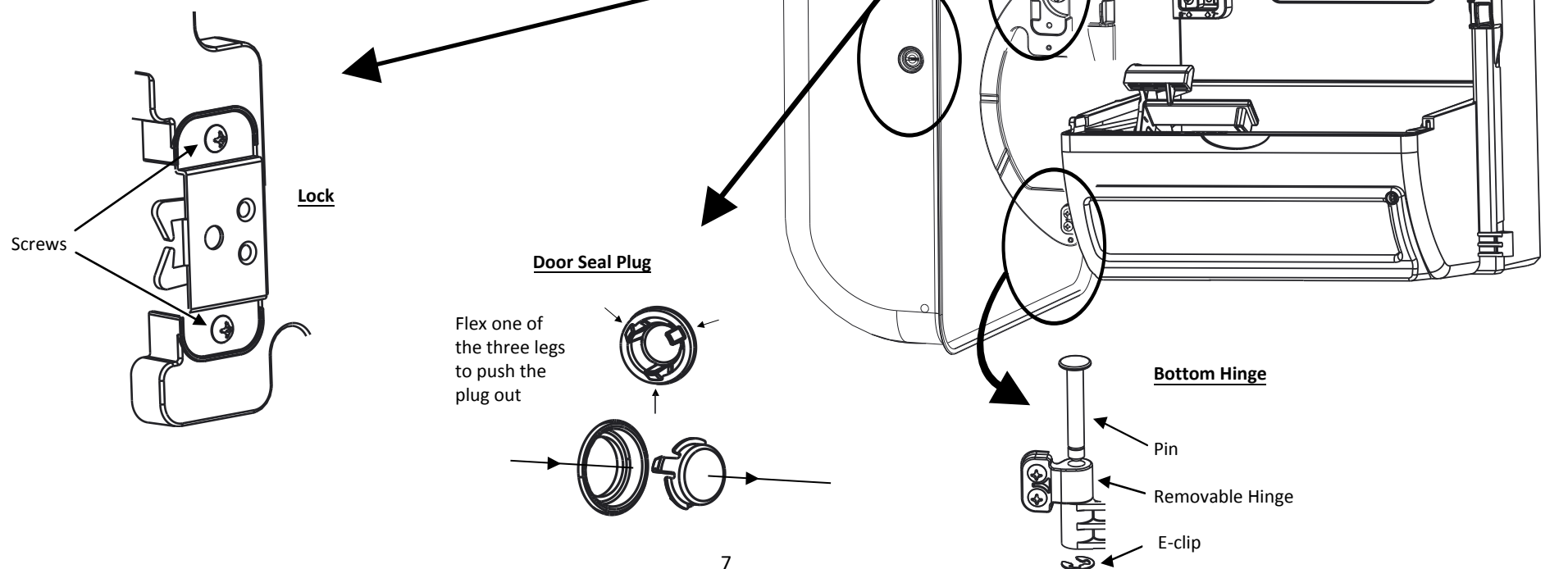
Flex one of the legs to push the door plug out.

### Step 4: Remove the Lock

First remove the screws. Then remove the lock.

Step 5: Reverse steps 1 - 4 and switch side when install the components back on the cover. Note that the Hinges and Pins should be installed on the same side that the cover is desired to be mounted on. The Lock should be installed on the opposite side of the Hinges. And the Plug should be installed on the same side as the Hinges.

See Figure 9 for more details.



### III. ROLL SUPPORTS INSTALLATION

The dispenser is designed to accept both the 7" and 8" wide LoCor Roll Towels. It is very important to identify the width of the paper roll before installing the Roll Supports:

SKU Numbers for 7" Width LoCor Paper Towel: 46897, 46898, 46899, 46902

SKU Numbers for 8" Width LoCor Paper Towel: 46896, 46901

After identifying the paper roll width, install the Roll Supports from the supplied kit included with the package:

- Two Roll Supports
- Four Screws
- Roll Support Installation Instruction Sheet

Note: Need to use a Phillips Head Screwdriver for the installation. Use four screws (provided) to install the Roll Supports into the correct places on the back of the housing. See Figure 10 for more details.

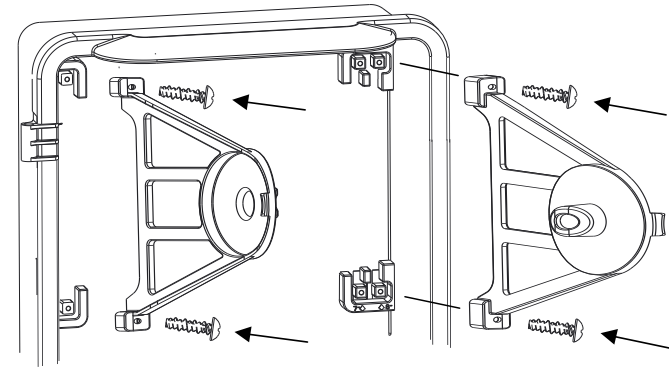
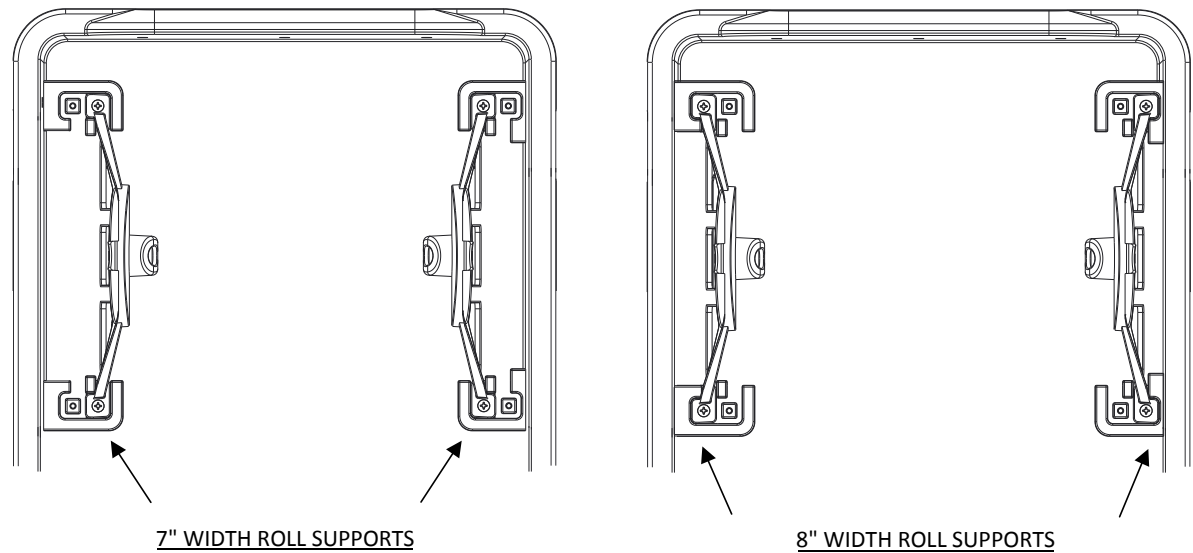


Figure 10.





#### IV. POWER-UP THE DISPENSER

For use with LoCor paper towels only (SKU numbers 46896, 46897, 46898, 46899, 46901 and 46902). Other types of paper are not acceptable.

##### Power-up the Dispenser Using Batteries

Recommend to use the four batteries provided with the dispenser or use D-size alkaline batteries labeled with "LR20" designation only.

Open the cover using the key supplied in the hardware pack. Note that the battery compartment locating at the front of the dispenser (Figure 11). Remove the Battery Cover by pushing on the tab inward and lifting up. Install four batteries into the battery-compartment with the orientation as showed on the bottom of the compartment. Close the Battery Cover.

##### Power-up the Dispenser Using a Power Converter Plug

Recommend to use the power converter plug provided with the dispenser only.

First, verify the dispenser does not have batteries installed. Remove the dispenser from the mounting cabinet/wall if the dispenser was mounted. Note the location of the DC Jack in in the back of the dispenser (Figure 11). Make sure there is an access hole and enough space to safely route the wire into the cabinet or into the wall. Plug the power converter into the DC Jack. Install the dispenser. Plug the converter into the outlet.

For warranty and safety purposes, it is required the power converter must be plugged in an AC outlet that is not accessible to the users. If not available, consult a licensed electrical contractor. The power converter output is to be routed through the mounting wall as a low voltage, energy limited circuit, similar to a thermostat wire, with no requirement for electrical box or attachment strain relief.

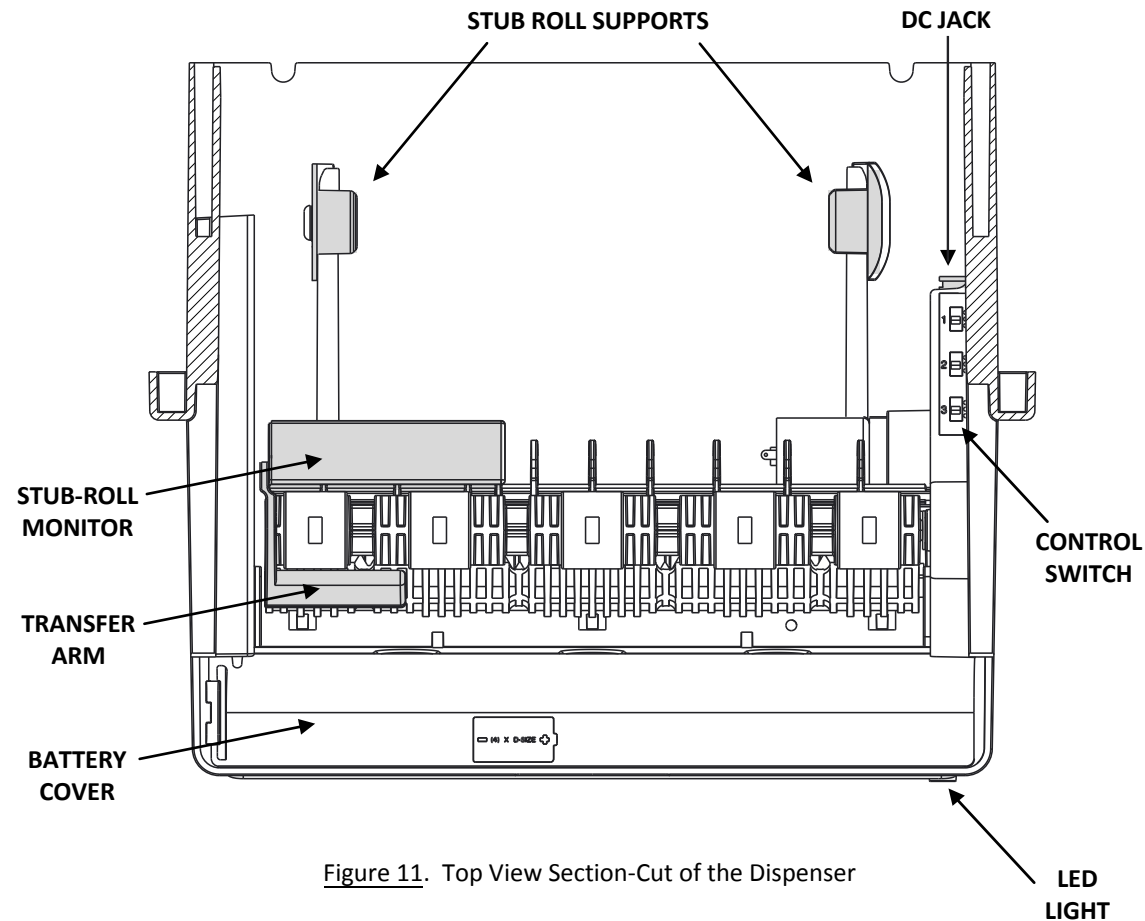


Figure 11. Top View Section-Cut of the Dispenser

#### V. PAPER LOADING AND INITIATE THE FIRST DISPENSE

Paper should be loaded with the paper "tail" unwinding from the back of the roll. Place the paper "tail" under the Transfer Arm (Figure 11). Close the cover and wait for the first LED flashing to indicate that the dispenser is now ready for dispensing. Place a hand underneath the bottom center of the dispenser to initiate the first dispense.

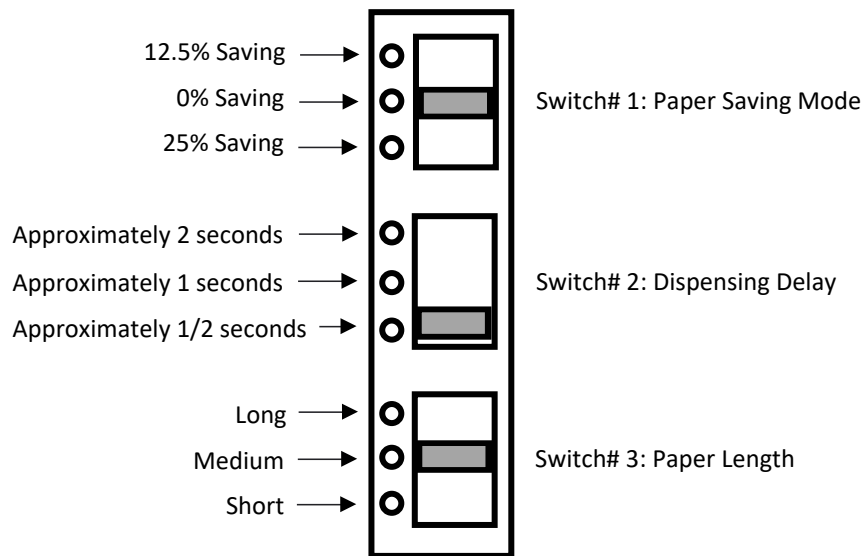
## VI. SWITCH CONTROL SETTINGS

There are three switches available to customize the control system. These switches are inside, to the back-right corner of the dispenser (see Figure 11).

Switch# 1 is designed for paper saving method. Using this method, any dispense that occurs within 3 seconds of the previous dispense will result in a sheet that is shorter (paper saving) than the initial dispense.

Switch# 2 is designed to control the delay-time between two dispense actuations.

Switch# 3 is designed to control the sheet length of each regular dispense.



Note: When the Paper Saving Mode is activated (switch# 1 is positioning at 12.5% or 25% saving), the system will override the time-delay setting, which means the delay time will always be 1/2 seconds between every dispense.

## VII. LED INDICATOR LIGHT FUNCTION

The LED indicator light located at the right top corner of the opening where the paper is dispensed.

If using batteries, the LED light will flash one time after the batteries are installed correctly to indicate that the unit is powered up. The LED light will also flash once after every dispense to indicate the unit is ready for the next use. When the batteries need replacement, the LED light will flash every 1.5 seconds.

If using Power Converter Plug, the LED light will flash every 1.5 seconds to indicate that the plug is connected to the power supply.

## VIII. STUB-ROLL TRANSFER LOADING

When the paper roll gets down to 3-inch in diameter or smaller, the roll can be transferred to the stub-roll holders in the lower, rear section of the dispenser. Place the paper "tail" underneath the Stub-Roll Monitor so that paper from the stub-roll can be used up first.

Install a new full roll of paper in the upper roll holders. Place the new paper "tail" on top of the Stub-Roll Monitor and under the Transfer Arm as showed in the "Stub-Roll Transferring" instruction graphic inside the cover. Paper from the new roll will automatically engage and feed out of the dispenser when the stub-roll paper runs out.

## IX. FAILURE DIAGNOSTICS

If the unit is not dispense:

1. If the LED is flashing, batteries may need to be replaced (if using batteries).
2. If the LED is not flashing, make sure batteries are present and loaded in the correct orientation. If using Power Converter Plug, check the plug-connections.
3. Open the cover:
  - a. Make sure paper is loaded correctly, on the correct roll holders.
  - b. Make sure paper is not jammed, paper roll turns freely and the paper path is clear of obstructions.

For further assistance, please contact technical dispenser support at (920) 940-8904