These simple instructions will walk you through remounting both tabletop graphics and large upright graphics.

**Tabletop Graphics**

Use a thin flathead screwdriver to pry the old graphic out of its recess. Take care not to mar the tabletop.

Often the graphic will pop free from the mounting tape, leaving the tape unharmed and still affixed to the tabletop. If this is the case, make sure the tape is still tacky, use a utility knife to cut out any small wrinkles that may have occurred in the tape when removing the old graphic, and simply drop the new graphic into place. Press firmly on the graphic to make sure the mounting tape fully adheres to the graphic.

If the old mounting tape is unusable for any reason, use a utility knife to cut out any wrinkles in the old mounting tape. Lay a new strip of tape above or below the old tape, drop the new graphic in place, and press firmly to make sure the mounting tape fully adheres to the graphic.
**Large Upright Graphics**

Tilt the large upright graphic back until it is almost horizontal. The reading rail should be facing upwards. Place two of the stools underneath the frame (not underneath the graphic) for support.

Use a #2 Phillips screwdriver or a drill with the appropriate bit to undo the three black screws on each side of the graphic.

When all the screws are out, remove the plywood cap at the top of the graphic.
Remove the honeycomb spacer from the center of the graphic. CAUTION: Don’t attempt to change the graphic with the spacer in place, as the new graphic will be scratched by the metal frame. When the spacer has been removed, pull the old graphic out and replace with the new graphic. Slide the spacer back in, reattach the plywood cap, and stand the graphic upright.

Once the graphic is upright make sure that the top edges of the graphics are being overlapped by the metal frame: there is a certain amount of flex to the frame and occasionally the top edge of the graphic will pop free during installation. Pressing the top edge of the graphic in place and pulling down firmly of the top crosspiece of the frame will remedy this problem.