

Instructions for assembly of "keystone"-type wallplates:

There are two methods for assembling the keystone wallplates from their component parts, and we give both here. The first method involves disassembling the individual inserts, and accordingly is a bit more time-consuming, but is also a bit easier to do. The second method involves placing the inserts in the wallplates without disassembly--it can be done, and is faster than the disassembly method, but because of the tightness of fit of the parts, can be more difficult. For most people, especially if you're only planning to do a handful of these, we recommend the "disassembly" method.

If you put together one of these wallplates and later decide to change or move some of the connectors in the plate, you will almost certainly need to disassemble the connectors in order to do it--once the inserts have snapped into place it is hard to reliably remove them without breakage.

Assembly Method 1:

Step 1: Take each of the inserts you will be using, and unscrew the rear nut from the insert. Be careful not to lose any washers or other small parts in the process. (NOTE: this step is unnecessary for CAT5 jacks, which cannot be disassembled and which will easily snap in whole.)



Top

Bottom

Step 2: Identify the correct orientation for the inserts relative to the wallplate. You will see, on looking at the plate, that the rectangular rear hole is a bit taller than the rectangular faceplate hole; at the bottom of the rectangular rear hole, the back flange that holds the insert is even with the edge of the faceplate hole, while at the top of the rectangular rear hole, the back flange is about 1/8" higher than the top of the faceplate hole. The inserts, likewise, are not symmetrical; they have a sort of "clip" extension at the top.

Step 3: Place the now-empty inserts into the holes in the wallplate from the rear, keeping the orientation correct as identified in Step 2. The bottom of the insert must be seated first, and then the top portion, with the clip, swings up and clips into position.



Step 4: Reinstall the passthrough connectors and their rear nuts and washers in the inserts. You may find a pair of needlenose pliers helpful in getting the rear nuts reasonably tight.



Assembly Method 2

(Alternative; faster, but can be difficult due to tight fits):

Step 1: Identify the correct top/bottom orientation for the holes in the wallplate and the inserts you will be using (See description and photo above, in Method 1, Step 2).



Step 2: Take an insert and seat its bottom side into the space at the bottom of the wallplate hole into which it will be installed. See photo at right--the connector will now be at an angle to the plate, with the compressible clip at the top of the insert still unseated.

Step 3: Press down on the clip at the top of the insert, and push it forward into the wallplate. It should snap into place. If you meet with resistance, be careful before simply applying more force; examine how the surfaces are coming together on the front side of the wallplate, and be sure the connector body itself is not hung up on the edge of the front hole in the wallplate. If for any reason you're not able to get this to fit, we suggest you revert to Assembly Method 1 (first page).

