

DIRECTORY ALCOVE

KS-16361

1.00 INTRODUCTION

This section covers the description, installation, and maintenance and supplies information for the KS-16361 telephone directory alcove.

2.00 DESCRIPTION

2.01 The directory alcove is an enclosure installed between two KS-14611, List 3 booths which have been modified for the purpose. The entire assembly takes approximately the space of four booths and matches them in appearance. See Fig. 1.

2.02 This enclosure consists of front and back panels, and contains a directory rack to accommodate a number of directories. In these installations the shelves and directory racks are removed from the booths and are replaced by writing shelves.

2.03 Illumination required for the use of the directories is obtained from the fixture in the right booth, thus requiring no fixture in the alcove.

2.04 All necessary modifications of the KS-14611, List 3 booths will be made by the Western Electric Company. Multiple booth installations involving the directory alcove will be comprised of the following:

- Two modified KS-14611, List 3 booths furnished in the regular manner.
- A group of parts, which when assembled in the field, will comprise the alcove.

2.05 The modifications which will be made on the KS-14611, List 3 booths are as follows:

- All necessary holes for mounting front and rear frame assemblies of the alcove, doorway header, top cross braces, roof, alcove directory racks, and shelves.
- Drop wire entrance holes.
- Directory racks of both booths removed and replaced with one-piece shelves.



FIG. 1 — TELEPHONE DIRECTORY ALCOVE

3.00 SURVEY

A representative of the telephone company should generally:

- Select an easily accessible location for the alcove and arrange to have the space available in time for the delivery of the alcove.
- Select a location free from hazards to the alcove and to those using it. Some conditions to consider are:
 1. Broken or uneven pavements.
 2. Vehicular traffic.
 3. Exposure to the weather.
- Fig. 2 shows a list 50 insert arranged in a concrete base. No special foundation is necessary when the KS-16361 directory alcove is installed on concrete pavement or floors that are a permanent part of the building.
- Make arrangements for the connection of electric service to the alcove. Provide a switch to control electric power in accordance with local instructions.

4.00 INSTALLATION

4.01 The following special tools are required for installation of the alcove:

- Phillips screwdriver, No. 2.
- KS-14962 double offset wrench.
- 5/64 inch key hexagonal Allen wrench.
- KS-8187 Allen wrench.
- 5/16 inch spin tight hexhead wrench.

4.02 Table A shows the steps to be taken in locating and assembling the directory alcove.

TABLE A

Assembly Step	Parts Required	Item No.	Procedure	Fig. No.
1	Suitable Base See 3.00		Verify size and location of foundation. Drill foundation holes, if required, and place anchors.	2
2	2—Modified KS-14611, L3 Booths and associated installation material	46B 47B	Install booths in accordance with Bell System C Sections covering installation of KS-14611, List 3 booths. Booths need not be securely fastened down at this time.	
3	Left Rear Assembly 1—Angle (tie down) 1—Screw 1—Lockwasher 1—Plain Washer 1—Nut	34B 68 88 85 6	Fasten angle to bottom of panel either inside or outside, leaving overlap to allow fastening to right panel after it is placed.	3
4	5—Screws	72	Fasten panel assembly to right rear corner of left booth.	5
5	Right Rear Assembly 5—Screws	35B 72	Fasten panel to left rear corner of right booth.	4
6	6—Screws	72	Secure rear panels together by fastening strip to right panel assembly.	6
7	1—Screw 1—Lockwasher 1—Plain Washer 1—Nut	68 88 85 6	Join lower ends of panel to angle at foundation and fasten angle to foundation.	6

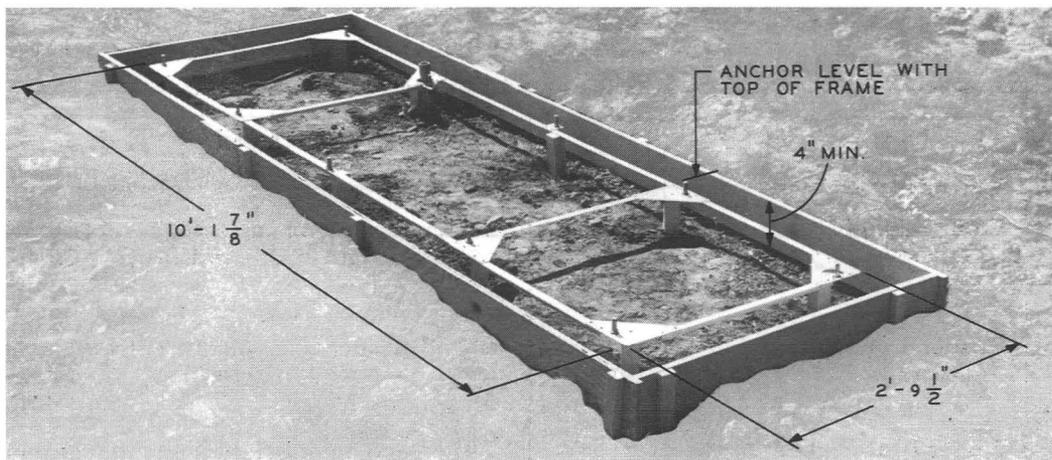


FIG. 2 — LIST 50 INSERT



FIG. 3 — ASSEMBLING LEFT REAR PANEL

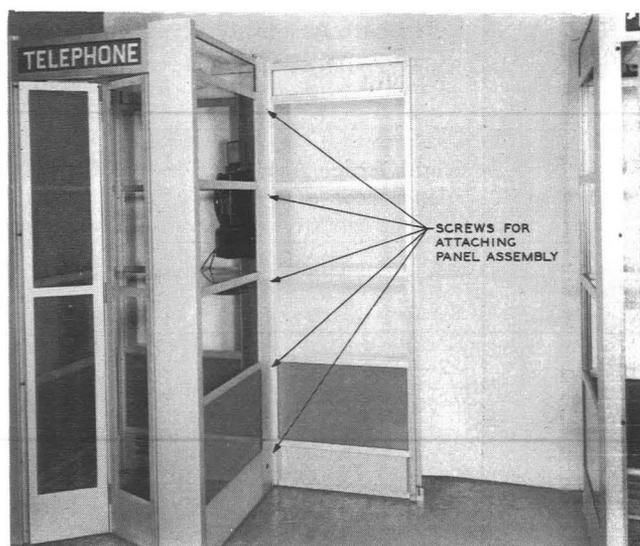


FIG. 5 — LEFT REAR PANEL ASSEMBLED



FIG. 4 — ASSEMBLING RIGHT REAR PANEL

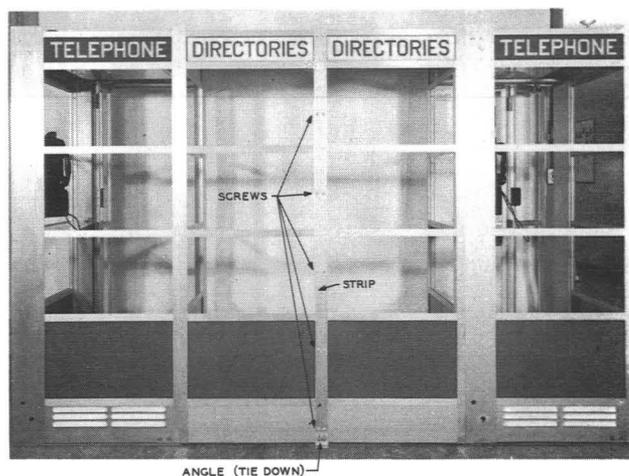


FIG. 6 — REAR VIEW OF ASSEMBLED PANELS

TABLE A (contd)

Assembly Step	Parts Required	Item No.	Procedure	Fig. No.
8	Front Assembly 5—Screws	36B 72	Fasten flange of assembly to left front corner of right booth and fasten to foundation.	7
9	Header Frame Assembly 4—Screws	39B 106	Install header over alcove entrance.	8
10	Center Brace 4—Screws	1 106	Fasten end having right angle to rear panels using two of the screws and washers. Fasten front end of brace at left part of front panel in hole nearest the web of the angle.	8
11	Left Brace Assembly 4—Screws 1—Nut	37B 106 71	Fasten left rear and both front ends. Temporarily support right rear end using screw item 106, and nut item 71.	8
12	Right Brace Assembly 1—Screw	38B 106	Fasten left end. Fasten right front end to booth using screw item 106.	9
13			Tighten all tie down fasteners placed in previous steps and close the access plates.	9
14	2—Tapes	51	Lay weatherproofing tapes along inner edges of booth.	
15	Roof Assembly 16—Screws 6—Nuts	40B 72 70	Fasten roof to booths using screws item 72, making sure tape remains in place. Place nuts on studs extending downward from roof through braces.	10



FIG. 7 — ASSEMBLING FRONT PANEL

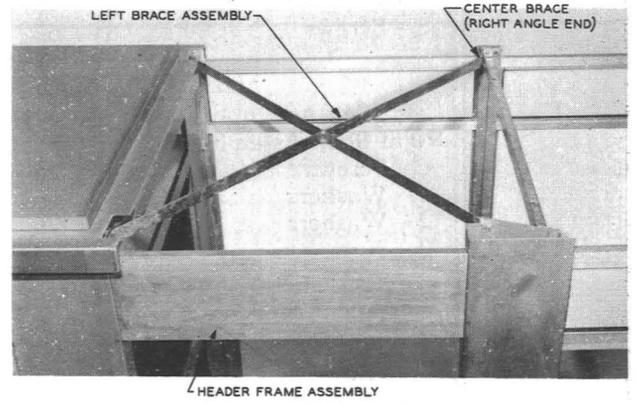


FIG. 8 — ASSEMBLING HEADER FRAME ASSEMBLY

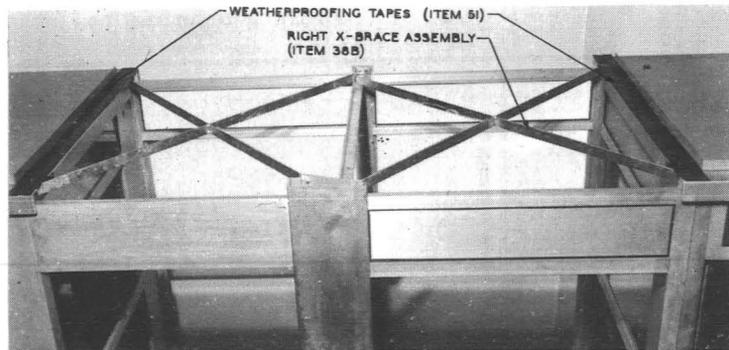


FIG. 9 — LEFT AND RIGHT BRACE ASSEMBLY

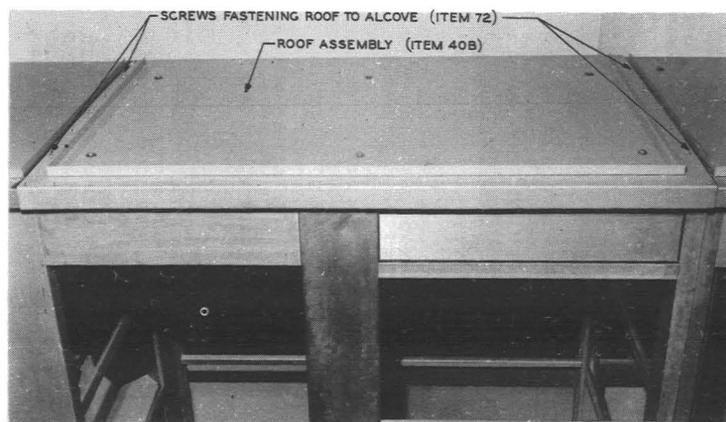


FIG. 10 — ROOF ASSEMBLY

TABLE A (contd)

Assembly Step	Parts Required	Item No.	Procedure	Fig. No.
16	2—Rack Assemblies 8—Screws	43B 67	Fasten to lower and center rails of right booth.	11
17	Left Shelf Assembly Right Shelf Assembly 6—Screws 4—Washers 2—Washers 2—Nuts	41B 42B 78 80 79 71	Fasten shelves to booths and front and rear panels of alcove with screws item 78 and washers item 80. Fasten to directory racks with screws item 78, washers item 79, and nuts item 71.	12
18	2—Pins 2—Nuts 2—Collars 2—Screws	64D 53 62D 61	Pass pins outward from racks and secure to shelves. Collars are used as spacers where less than four 3-inch directory binders are used.	12
19	Cover Assembly 2—Brackets 2—Screws	45B 5 73	Place cover over inner edges of racks and fasten with brackets item 5, and screws item 73 from underneath.	12

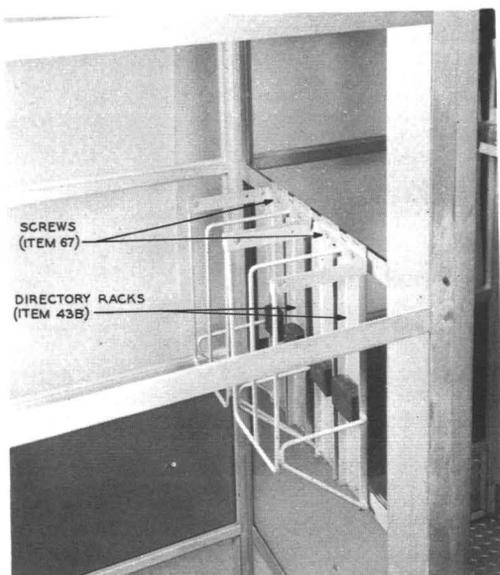


FIG. 11 — FASTENING DIRECTORY RACKS

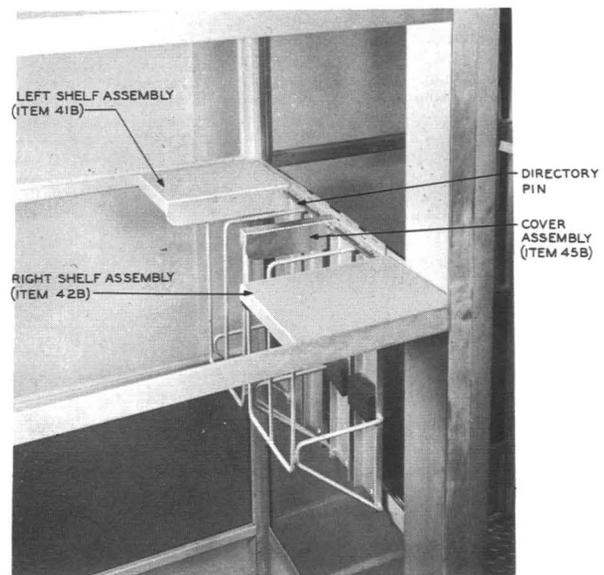


FIG. 12 — COVER ASSEMBLY

TABLE B

Quantity	Item No.	Nomenclature
1	1	Center Brace.
2	5	Bracket Used to Secure Directory Cover Assembly.
2	6	Nut Used With Tie Down Angle.
1	34B	Left Rear Assembly.
1	35B	Right Rear Assembly.
1	36B	Front Assembly.
1	37B	Left Brace Assembly.
1	38B	Right Brace Assembly.
1	39B	Header Frame Assembly.
1	40B	Roof Assembly.
1	41B	Left Shelf Assembly.
1	42B	Right Shelf Assembly.
2	43B	Rack Assembly.
1	45B	Directory Rack Cover Assembly.
1	46B	Booth Assembly (Left).
1	47B	Booth Assembly (Right).
2	51	Waterproofing Tape (Tape No. 50 Nu Chromseal 7/8 x 35-7/16 x .060 in. thick.
2	53	Captive Lockwasher (Keps) 1/4 x 20 in.
4	61	Screw Headless Set Cup Point No. 10 32 x 18 in. Cor Res Steel.
4	62D	Collar (P-44A936).
2	64D	Directory Hinge Pin.
8	67	Screw, RH Phillips, Type F, No. 10, 32 x 12 in.
2	68	Screw, Hex HM Cor Res Steel 5/16 x 18 x 1-1/2 in.

TABLE B (contd)

Quantity	Item No.	Nomenclature
6	70	Nut Cap Cor Res Steel 1/4 x 20 in.
3	71	Nut Hex Cor Res Steel No. 10-32.
37	72	Screw Phillips RH Cor Res Steel Type F No. 8, 32 x 1/2 in.
2	73	Screw Hex Head Machine Cor Res Steel No. 8, 32 x 3/4 in.
6	78	Screw Phillips FHM Cor Res Steel No. 10, 32 x 1/2 in.
2	79	Washer Steel 7/32 x 11/16 x .063 in. Zinc Plated.
4	80	Washer Countersunk Cor Res Steel No. 10.
2	85	Washer Plain Cor Res Steel 5/16 in.
1	86	Washer Plain Cor Res Steel No. 10.
2	88	Washer Spg Lock Cor Res Steel 5/16 in. medium.
13	106	Screw RH Phillips Type F No. 10, 32 x 3/4 in.

5.00 MAINTENANCE

5.01 In general, maintenance information for the KS-14611, List 3 booth should apply. Some of the items to be considered are:

- Appearance of the booths and alcove should conform to local appearance standards.
- Approach to the booths and alcove should be free from hazards, such as broken walks, holes, and obstructions.
- Security of the alcove anchorages should be checked.
- Rough edges and burrs should be filed or sanded smooth and then waxed.

5.02 The booths and alcove should be free of dirt, or other objectionable material.

- If necessary, the booths and alcove should be washed with clear water and a mild detergent.
- KS-8446 solvent may be used for removing paint spots.
- Marks made by waxed base materials, such as crayons and lipstick, may be removed with Bell System Liquid Metal Polish.
- Abrasive materials should **not** be used for general cleaning.

5.03 Booth doors should operate freely.

- Operate booth door from the outside, by folding it against itself.
- It should operate freely, and open to within about 1 inch from the booth shelf.

- When released, the door should close easily to within 2 or 3 inches of the left corner post.
- This is its **normal** position.
- Operate the door, from within the booth, using the handle.
- It should close readily, and remain completely closed.
- A slight pull on the handle should allow the door to open and remain in its **normal** position.
- If door fails to operate properly, a check should be made of the following:
 1. Height or roller on door stop assembly. Adjust by positioning bracket on door frame.
 2. Door closer spring tension. Adjust by positioning stop bracket on door frame.
 3. Bumper force. Adjust by positioning collar on bumper rod.
 4. Wear of hinges and hinge lubrication.
 5. Doorframe bumpers, for being damaged or missing.

5.04 Booth lamps should be lighted at all times, or in accordance with local instructions.

- If lamps are not lighted, test for power at ac receptacle using Electric Wire Tester or other approved device.
- If power is off, refer to agent or proceed according to local instructions.

- If power tests through to the receptacle, push reset button on starter, if it is so equipped. Otherwise, starter should be replaced.
- If trouble should test into the fixture, arrange for its replacement.

6.00 SUPPLIES

The following are some of the replaceable parts and assemblies used in the alcove. These are in addition to those parts that are common to the KS-14611, List 3 booth.

INDEX	ORDERING INFORMATION AND DESCRIPTION
Dome	B-185369, DOME.
Light Fixture	B-185379, LIGHT FIXTURE.
Panel	B-185244, PANEL (DIRECTORY SIGN). 25-7/16 in. by 5-7/16 in. (opaque red letters on translucent white background).
	B-185245, PANEL (DIRECTORY SIGN). 25-7/16 in. by 15-15/16 in. (opaque red letters on translucent white background in lower part of clear glass panel).
Shelf Assembly	B-185436, SHELF ASSEMBLY.