

Edumax Primary Teaching Unit

* Important! Please read this before using your Primary Teaching Unit

Porcelain Whiteboard

- The whiteboard is of the highest quality available and should not be confused with inferior whiteboards that may 'ghost' or stain.
- The whiteboard is magnetic on both sides with the rear side ideal for storing magnetic letters or for writing evaluative notes.
- The whiteboard is to be used with Whiteboard Markers and a dry wipe eraser.

PVC Overlay Sheet

The PVC overlay sheet is used with whiteboard markers and held up by the 'Hold Up' mechanism to overlay big books, maps or charts. It can be used to:

- Highlight text.
- Demonstrate rhyming words, blends, double letters, initial sounds, word chunks or punctuation.
- Label diagrams/photos/pictures or protect a display.
- Overlay maps to highlight routes.
- Finish off incomplete sentences written on the whiteboard.
- Undertake cloze activities with big books by using 'post it' notes.
- Calculate area and co-ordinates with the use of grid lines.

Hold Ups

The Hold Ups can hold up charts and maps as well as up to 10 sheets of paper. It works well as a flip chart and makes writing wall stories on butcher's paper a breeze. Multiple items can be overlaid one on top of the other.

To remove a sheet of paper, simply hold the bottom and lift towards the ceiling allowing the marbles to roll and release the paper. When more than one sheet is being held by the Hold Up, to remove the top sheet you need to lightly hold the remaining sheets so they do not fall. A sticker on the Hold Up illustrates correct use.

The Drawer

Your primary Teaching Unit is supplied with a Practical Stationery Insert in the drawer unless otherwise requested. (A Magnetic Letter Sorting Tray is available for Reading Recovery). Store items that you need close at hand — merit stickers, blue tack, magnetic aids, markers, erasers, pointers, scissors etc.

Big Book Storage

Below the drawer is a smaller open cavity for storage of big books. It can store up to 10 books flat, preventing damage to the spine of the book. It is also a handy place to keep the 'attendance roll.'

Large Open Cavities at Front and Rear

These cavities have been designed to house standard book boxes for guided reading, games, tubs, etc.

Rear hang Rail

The hang rail at rear is ideal for hanging storage bags with small books, CDs and DVDs etc.



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Care of your Primary Teaching Maintenance Unit

Caring for your Whiteboard

- A Sticker highlighting the main points is located on the rear of the whiteboard.
- Prior to use remove the blue plastic sheet and clean whiteboard with whiteboard cleaner.
- Use quality whiteboard markers. Some brands or colours may prove difficult to erase.
- Wait until whiteboard markers have dried before erasing.
- A clean dry wipe eraser should be used on a daily basis to clean the whiteboard.
- Periodic cleaning with whiteboard cleaner and a soft clean cloth is recommended.
- Do not spray whiteboard cleaner directly on the dry wipe eraser.
- Never use household cleaning agents or scourers as they may damage the whiteboard.
- Avoid grease, oils, wax and aerosol sprays from coming in contact with the whiteboard.

Cleaning the Cabinet

Scuffs on the surface of the cabinet can be cleaned using any non-abrasive cleaning product

Protecting the Castors

Primary Teaching Units are designed for indoor use. Please be careful when negotiating carpet trims or uneven surfaces.

We suggest the use of a hand trolley when transporting your unit from one venue to another, particularly over uneven surfaces. In the event of damage to castors, replacement castors can be supplied.

Storage and Cleaning of the PVC Overlay Sheet

To clean the PVC overlay sheet, firstly allow the whiteboard marker to dry, wipe off with a whiteboard eraser or with whiteboard cleaner and a dry, clean cloth. Do not use acetone or methylated spirits or any other cleaner on this sheet as you may permanently affect the surface. When not in use you can fasten it to a wall with Velcro dots located on the two top corners. Avoid rolling up the PVC as it may retain its 'memory'. Replacement PVC overlay sheets are available for purchase.

Hold Up Mechanism

Occasionally a piece of paper may be torn off and jammed in the Hold Up mechanism. By running your fingers back and forth along the marbles the offending paper can be easily removed. This can also happen with paper clips. If your Edumax Primary Teaching Unit has been laid down on its back, then after standing the unit upright you may need to release any jammed marbles by running your fingers back and forth along the marbles so they roll freely.