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UNIT 1: INTRODUCTION

PLACES Reference Manual for Canvas

This reference manual shows how to specify Haworth product within Canvas. It contains information that explains the PLACES products and features within the Canvas program. As you are planning and designing within the Canvas program for PLACES products, keep in mind this manual must be used in conjunction with the following document:

- *PLACES Specification Guide / Price List*

For additional CET Designer / Canvas information, see the following documents:

- *Canvas Reference Manual*
- *CET Designer Reference Guide*

Canvas Disclaimer

Canvas Software is intended solely as a conceptual specification tool. All SIF files, calculations, Bills of Materials (BOMs), and specifications used within the tool should be verified by the dealership before data entry. Canvas/Haworth shall not be responsible and/or be held accountable for any misuse of the software, content, configurations, validations, or the output resulting from the information submitted. It is the responsibility of the user to completely verify the parts specified, maintain a full understanding of product applications, and understand the product limitations.

PLACES Extension Tab

The following page shows a screen shot of where to locate the **PLACES** extension tab:
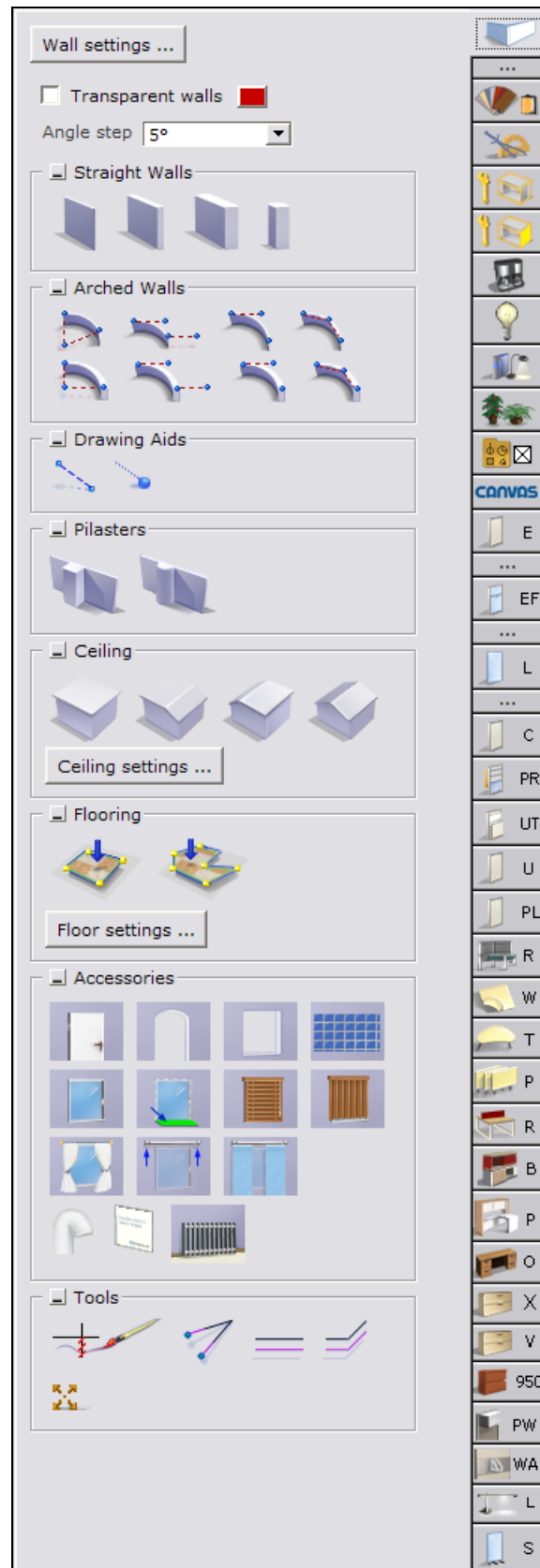
PLACES Extension Tab

Haworth
PLACES

Once you click on the PLACES tab, you will see a main component tab with products and options for the PLACES product line. This component tab is shown on the following page and provides an overview of what is included for the PLACES Panel System. These products provide the framework for specifying panel system work spaces. Once the framework is in place, you can add work surfaces, hanging components, lighting, storage, and accessories by using: other component tabs, Project Matrix symbols within Canvas, or import SketchUp™ models.

Main Sections of the PLACES Tab

Within the PLACES component tab, the main sections are:
- **Schemes**
- **Panels**
- **Tile Material**
- **Top Cap**
- **Finish Post**
- **Door Material**
- **Panel Type Tools**
- **Electrical**

The following page shows the main sections within the **PLACES** component tab.

Haworth PLACES Tab

Schemes

Panels

Tile Material

Top Cap

Finish Post

Door Material

Panel Type Tools

Electrical

UNIT 2: PLACES PRODUCTS AND OPTIONS

Product / Option Chart

The **Product / Option Chart** is a detailed description of all products and options within the PLACES component tab. The chart includes columns for the following features:
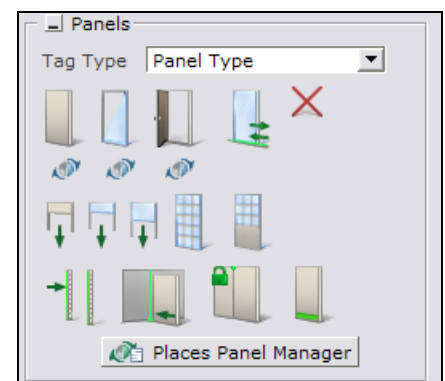
- **Canvas Button:** On-screen Canvas button for each product or option
- **Product Name:** Haworth product name
- **Description / How to Use:** Description of the product / How is the product or option used
- **Gray Input Box / Green Edit Box:** Text boxes showing choices that can be made for each product or option

Sequence of Products / Options

The **Product / Option Chart** follows the sequence of TOPICS listed above.
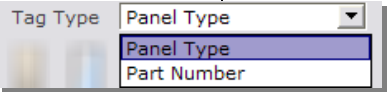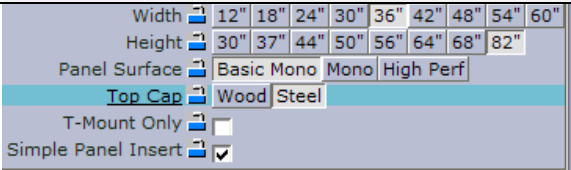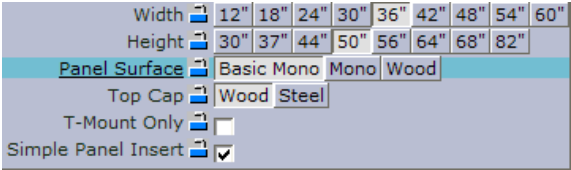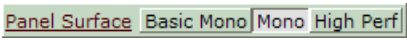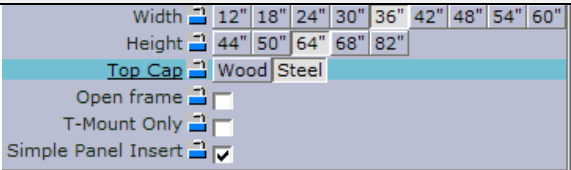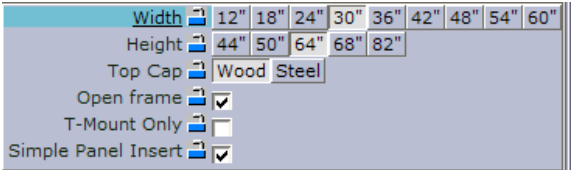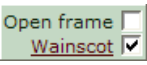
Panels

In the **Panels** section, you will find products and options to plan the layout of your work spaces. Use panels and add-on panels to divide space within the work environment and to establish varying levels of privacy. PLACES panels offer a wide range of panel surface and trim options, panel styles, accessories, and power and cable management accessibility. The **Panels** section includes panels, add-on panels, trim kits, doors, raceway applications, and products to connect panels to structural walls.
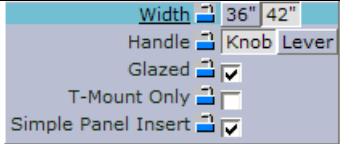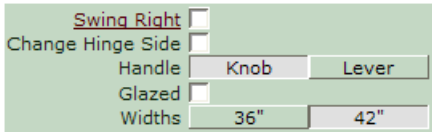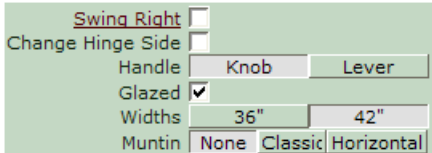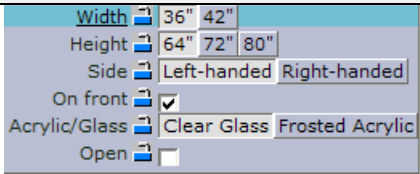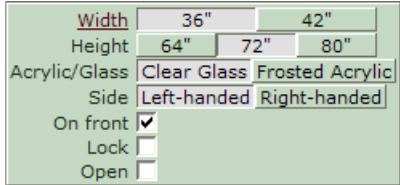
Panels Tab
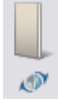
PLACES - Panels

Canvas Button	Product Name	Description / How to Use	Gray Input Boxes / Green Edit Boxes
	Tag Type	From the pull-down menu, choose how installers will see the panels on installation drawings: • Panel Type • Part Number	
	Monolithic Panel	Panel assembly; defaults to a panel frame, top cap, and an undecided Grade A fabric. Place panel in drawing area. Attach to other panels or to a structural wall. To attach to a structural wall, see Wall Mount product on following pages. For **Steel Top Cap**, choose Panel Surface options: • Basic Monolithic • Monolithic • High Performance For **Wood Top Cap**, choose Panel Surface options: • Basic Monolithic • Monolithic • Wood	*For Steel Top Cap* *For Wood Top Cap*
	Glazed Monolithic Panel	Frame with single-pane glass and top cap. Place glazed panel in drawing area. Attach to other panels or to a structural wall. To attach to a structural wall, see Wall Mount product on following pages. When **Open Frame** is checked in the Blue Input Box, you'll see a Green Edit Box where you can select a Wainscot Kit option.	*For Steel Top Cap* *For Wood Top Cap* *Options when Open Frame is checked in the Blue Input Box*

PLACES - Panels

Canvas Button	Product Name	Description / How to Use	Gray Input Boxes / Green Edit Boxes
	Single Door	82"-high panel assembly with wood, laminate, or glazed door. Place door in drawing area and attach to a panel or panel/add-on panel combination that is equal to or taller than the height of the door. Door defaults to a wood or laminate finish. Door swing is a left-hand swing; field changeable to right-hand swing. For glazed door, check **Glazed** in the Blue Input Box. Door swing direction must be specified; not field changeable. In the Green Edit Box, check **Swing Right** to change from a left-hand swing.	Width 36" 42" Handle Knob Lever Glazed ☑ T-Mount Only ☐ Simple Panel Insert ☑ Swing Right ☐ Change Hinge Side ☐ Handle Knob Lever Glazed ☐ Widths 36" 42" **For Solid Door** Swing Right ☐ Change Hinge Side ☐ Handle Knob Lever Glazed ☑ Widths 36" 42" Muntin None Classic Horizontal **For Glazed Door**
	Sliding Door	Sliding door with frosted acrylic or glass. Place sliding door in drawing area and attach to a panel or panel/add-on panel combination that is equal to or taller than the height of the sliding door. For **Side** option, specify direction when facing outside of the workstation: • **Left-handed:** Door slides open to the left. • **Right-handed:** Door slides open to the right.	Width 36" 42" Height 64" 72" 80" Side Left-handed Right-handed On front ☑ Acrylic/Glass Clear Glass Frosted Acrylic Open ☐ Width 36" 42" Height 64" 72" 80" Acrylic/Glass Clear Glass Frosted Acrylic Side Left-handed Right-handed On front ☑ Lock ☐ Open ☐
	Remove Frames	Canvas function to remove panel components (any component within the Panels tab). Click on the "X" icon and move to the drawing area. Click on the panel component(s) you want to remove.	**No Input/Edit Boxes**
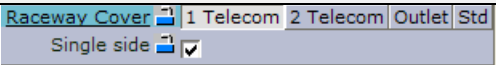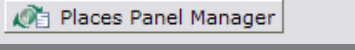
		PLACES - Panels		
Canvas Button	**Product Name**	**Description / How to Use**	**Gray Input Boxes / Green Edit Boxes**	
	Change to Monolithic Panel	Canvas function to quickly change panel types. Click on the change icon below the monolithic panel. In the drawing area, click on the glazed panel that you want to change; Canvas changes it to a monolithic panel.	**No Input/Edit Boxes**	
	Change to Glazed Monolithic Panel	Canvas function to quickly change panel types. Click on the change icon below the glazed panel. In the drawing area, click on the monolithic panel that you want to change; Canvas changes it to a glazed panel.	**No Input/Edit Boxes**	
	Change to Single Door	Canvas function to quickly change from a panel to a door. Click on the change icon below the single door. In the drawing area, click on the 82"-high monolithic or glazed panel that you want to change; Canvas changes it to a single door.	**No Input/Edit Boxes**	
	Add-on Panel	Fabric add-on panel. Fabric on both sides; defaults to an undecided Grade A fabric. Place add-on panel on top of a monolithic panel, glazed panel, or add-on fabric panel. Maximum stack is two high.	Height 🔒 12" 14" 18" 20" 24" **No Green Edit Box**	
	Glazed Add-on Panel	Glass add-on panel. Place add-on panel on top of a monolithic panel, glazed panel, fabric add-on panel, or glazed add-on panel. Maximum stack is two high.	Height 🔒 12" **14"** 18" 20" 24" **No Green Edit Box**	
	Clerestory Kit	Clerestory kits provide a floor-to-ceiling barrier when combined with 82"-high PLACES panels. Place clerestory kit components on top of panels. Top track attaches to the ceiling.	Height 🔒 12	

PLACES - Panels

Canvas Button	Product Name	Description / How to Use	Gray Input Boxes / Green Edit Boxes
	Muntin Kit	Painted muntins for glazed panels. Includes one set for each side. Place muntin kit in 68"- or 82"-high glazed panel.	Spread Single panel Row of panels Group of panels Muntin Kit None Classic Horizontal **No Green Edit Box**
	Wainscot Kit	Wainscot kit includes fabric wainscot and painted rails for glazed panels. Includes one set for each side. Fabric wainscot covers the bottom half of the glazed panel. Top portion is clear or specified with a muntin kit.	Spread Single panel Row of panels Group of panels Muntin Kit None Classic Horizontal
	Wall Tracks	Wall tracks attach to a structural wall or can be placed in space. Attach wall tracks to a structural wall or in space. Wall tracks must be applied to drawing first. Then, attach hanging components (worksurfaces, shelves, overhead storage units, and work tools). **Width** is adjusted in 1" increments.	Width 60 Height 60" 72" 84" Simple Panel Insert ☑ Field-cut height (3D only change) 60"
	Wall Mount	Hardware connects a monolithic panel or glazed panel to a structural wall. Attach wall mount to structural wall. Wall mount must be applied to the drawing first. Then, attach the panels. Specify **Height** to match height of attaching panel.	Height 30" 35" 42" 48" 54" 62" 66" 80" Simple Panel Insert ☑ **No Green Edit Box**

PLACES - Panels

Canvas Button	Product Name	Description / How to Use	Gray Input Boxes / Green Edit Boxes
	Lock Junctions	Canvas function to lock panel-run width. Click on the Lock Junctions button. In the drawing area, click on the two panels that represent your panel run. Canvas locks in the overall width of your selected panel run. You can change the widths of individual panels within the locked area without changing the overall width. This allows you to price out different sized panels. Toggle lock junctions in and out: • Green = panel width locked • Red = panel width not locked	**No Input / Edit Boxes**
	Change Raceway Type	Change ported raceway covers on panel. Place raceway cover at the base of a monolithic panel. Cannot be used on a glazed panel or door panel. **Raceway Cover** options are: • 1 Telecom = one information plate opening • 2 Telecom = two information plate openings • Outlet = one standard wall outlet opening • Standard = nonpowered raceway cover If **Single Side** is **not** checked, base raceway will be applied to both sides of the panel.	Raceway Cover 1 Telecom 2 Telecom Outlet Std Single side ☑ **No Green Edit Box**
Places Panel Manager	**PLACES Panel Manager**		==BETA==

Schemes

In the **Schemes** section, you can select options, materials, and finishes for application to all or selected Panels within your PLACES work space configuration. This saves time and creates consistency. Schemes can be used and saved for:

- Specific clients and used for multiple installations
- Color/finish schemes
- Global changes

For additional information on creating and applying Schemes, see Unit 4a (Canvas, Working with Haworth Furniture) in the *CET Designer Reference Guide*.
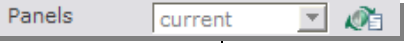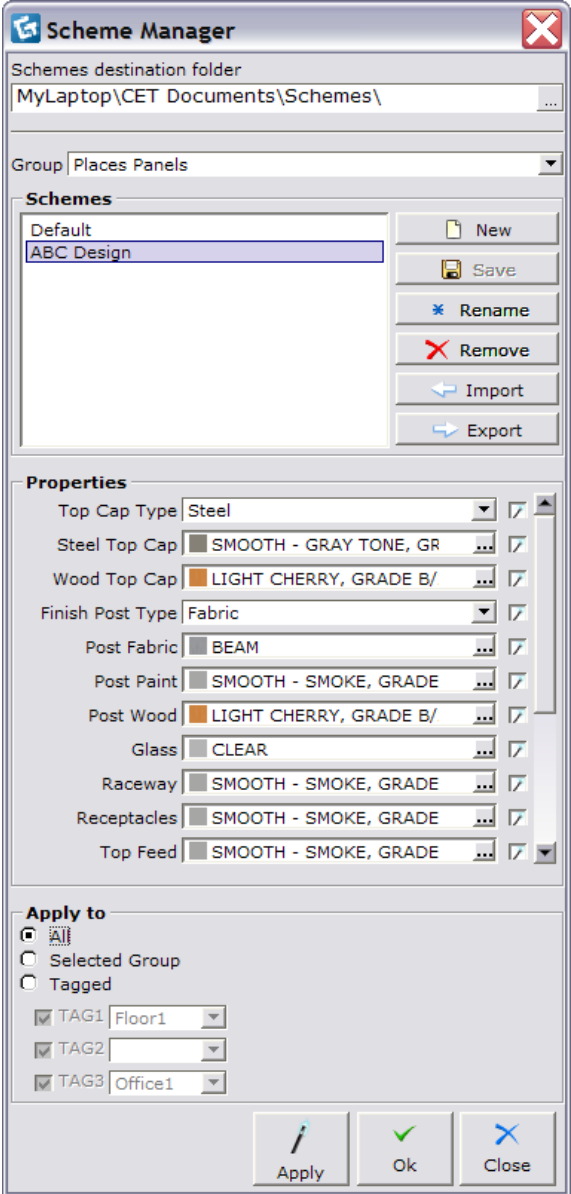
There are two Scheme options within PLACES:

- **Panels:** Use when applying the same top cap, post, glass, raceway, receptacle, and top feed options or finishes to multiple panels or entire work spaces.
- **Panel Surface:** Use when applying the same materials and colors to multiple panel surfaces or entire work spaces. Choices are fabric, wood, and add-on glass.
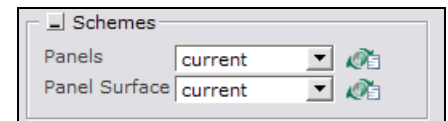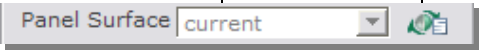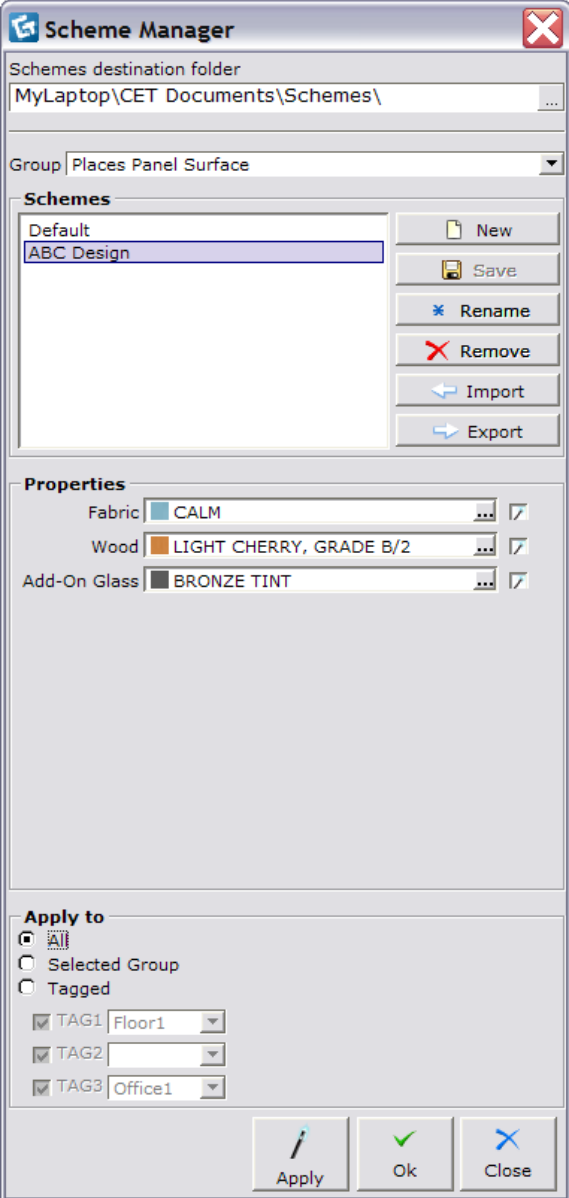
Schemes Tab

PLACES – Schemes

Canvas Button	Option Name	Description / How to Use	Dialog Boxes
Panels current	**Haworth Scheme Manager for Panels**	Scheme Manager dialog box with many options for panels. In the Scheme Manager dialog box, select the **Properties** for this particular scheme (our example shows a client scheme for ABC Design). Once you have made your selections, click **Apply**, and **Save** your scheme. Another scheme option is to save a color/finish scheme. For example, save a "Graphite" finish scheme. Select the graphite finish **Properties**, name the scheme, and click on **Save**. These same finishes can be used for multiple clients and projects.	

PLACES – Schemes

Canvas Button	Option Name	Description / How to Use	Dialog Boxes
Panel Surface current	**Haworth Scheme Manager for Panel Surface**	Scheme Manager dialog box with options for panel surfaces. In the Scheme Manager dialog box, select the **Properties** for this particular scheme (our example shows ABC Design). Once you have made your selections, click **Apply**, and **Save** your scheme.	*(Scheme Manager dialog box)* Scheme Manager Schemes destination folder MyLaptop\CET Documents\Schemes\ Group Places Panel Surface Schemes Default ABC Design New, Save, Rename, Remove, Import, Export Properties Fabric CALM Wood LIGHT CHERRY, GRADE B/2 Add-On Glass BRONZE TINT Apply to All Selected Group Tagged TAG1 Floor1 TAG2 TAG3 Office1 Apply Ok Close

Tile Material

In the **Tile Material** section, there are two surface options that are primarily used for panel accent colors within your drawing. These two surface options are shown below.

Tile Material Tab

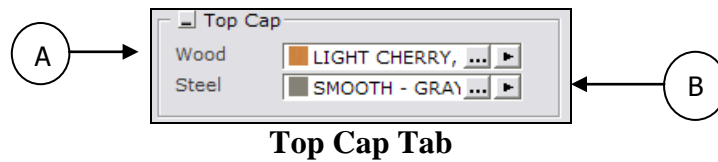|	PLACES – Tile Material		
Canvas Button	**Option Name**	**Description / How to Use**	**Gray Input Boxes**

A
 	
B
	Fabric
	
	Wood
		Canvas functions to select materials and apply them to panel surfaces.
		
		A Gray Input Box appears with
		• **Spread** options:
		  ○ Single panel or add-on panel
		  ○ Single panel and add-on panels in the same vertical plane
		  ○ All panels and add-on panels on the same horizontal plane
		  ○ All panels and add-on panels connected in a work space.
		• **Two Sided:** Applies same material to both sides of the panel.
		
		Click on the ellipsis (…) to get a list of materials and colors. Use this to select or change the material and colors to be applied. The Material Select box lists choices for the type of material you have selected.
		
		Once a material and color are selected, click on the black arrow (►) to pick up this material and apply it to additional panel surfaces.	
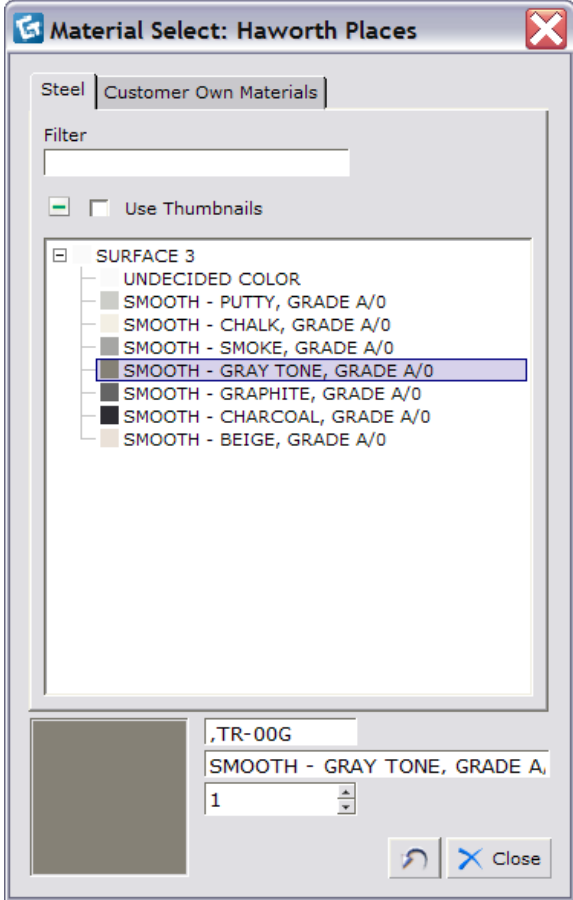
Top Cap

In the **Top Cap** section, there are two material options that are primarily used for top cap accent colors within your drawing. These two material options are shown below.

Top Cap Tab

	PLACES – Top Cap		
Canvas Button	**Option Name**	**Description / How to Use**	**Gray Input Boxes**
A	Wood	Canvas function to apply wood finishes to PLACES panel top caps. A Gray Input Box appears with **Spread** options: • Single panel • Row of panels: all panels in the same row • Group of panels: group of connected panels Click on the ellipsis (...) to get a list of wood materials and colors. Select a color and apply it to top caps in the drawing area.	

PLACES – Top Cap

Canvas Button	Option Name	Description / How to Use	Gray Input Boxes
B	**Steel**	Canvas function to apply steel finishes to PLACES panel top caps. Click on the ellipsis (…) to get a list of steel materials and colors. Select a color and apply it to top caps in the drawing area.	

Finish Post

In the **Finish Post** section, there are two choices for applying finish post material and another button for removing the finish post(s). This function can be used for accent post colors within your drawing. The two material options and removal button are shown below.
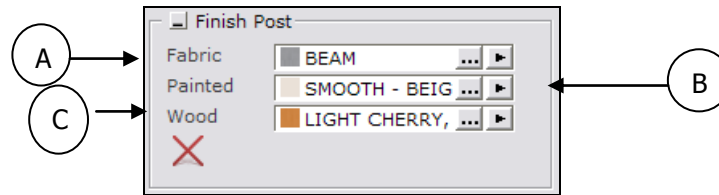
Finish Post Tab

	PLACES – Finish Post		
Canvas Button	**Option Name**	**Description / How to Use**	**Gray Input Boxes**
A	**Fabric**	Canvas function to apply fabric materials to PLACES finish posts. Click on the ellipsis (...) to get a list of fabric materials and colors. Select a color and apply it to the finish posts in the drawing area.	

PLACES – Finish Post

Canvas Button	Option Name	Description / How to Use	Gray Input Boxes
B	Painted	Canvas function to apply paints to PLACES finish posts. Click on the ellipsis (…) to get a list of paint colors. Select a color and apply it to the finish posts in the drawing area.	

PLACES – Finish Post

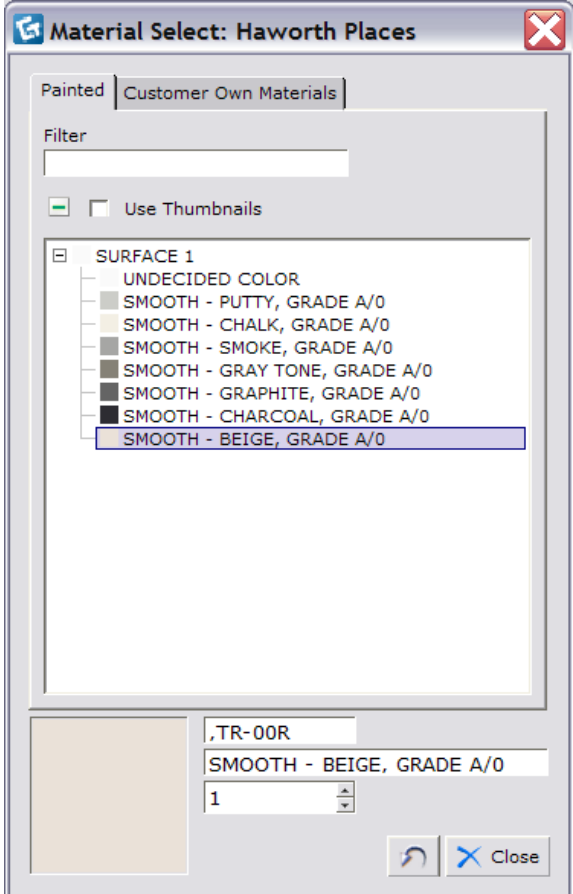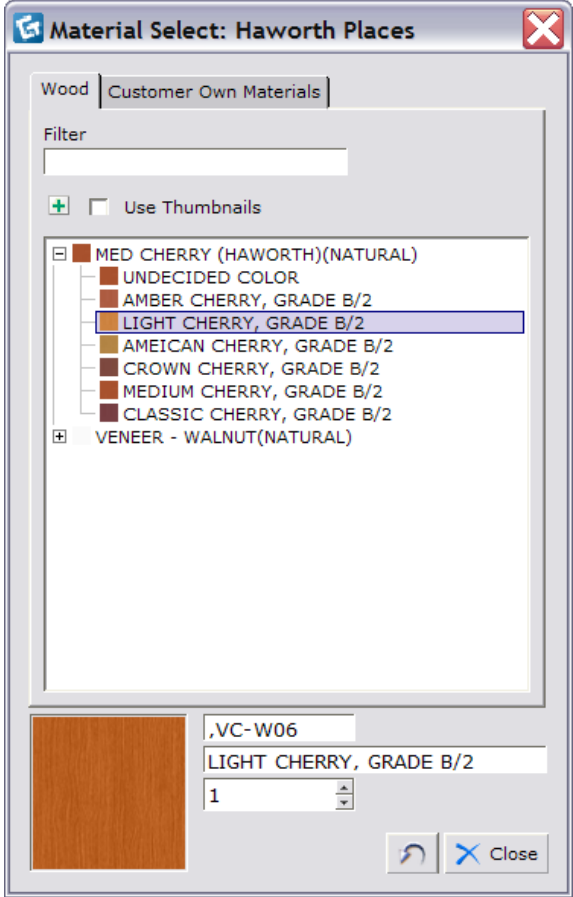| Canvas Button	Option Name	Description / How to Use	Gray Input Boxes
C	**Wood**	Canvas function to apply wood materials to PLACES finish posts. Click on the ellipsis (...) to get a list of wood materials and colors. Select a color and apply it to the finish posts in the drawing area.	
✕	**Remove Finish Post**	Canvas function to remove finish posts from the drawing.	**No Gray Input Box**
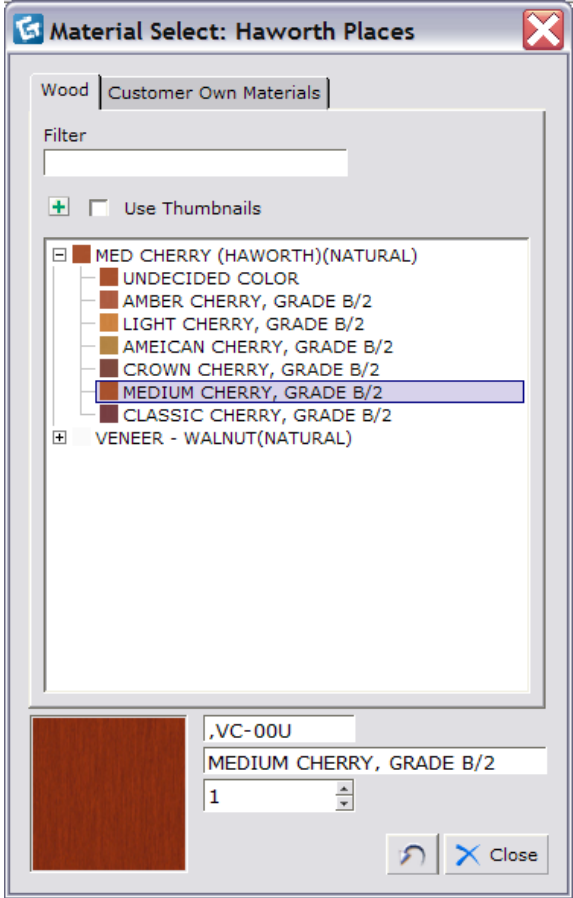
Door Material

In the **Door Material** section, there are two choices for material. This function can be used for accent door colors within your drawing. The two material choices are shown below.
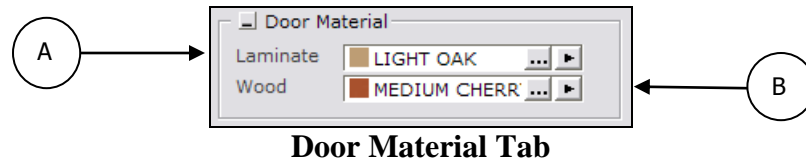
Door Material Tab

		PLACES – Door Material		
Canvas Button	**Option Name**	**Description / How to Use**	**Gray Input Boxes**	
A	**Laminate**	Canvas function to apply laminate finishes to PLACES doors.		
		Click on the ellipsis (...) to get a list of laminate materials and colors. Select a color and apply it to doors in the drawing area.		
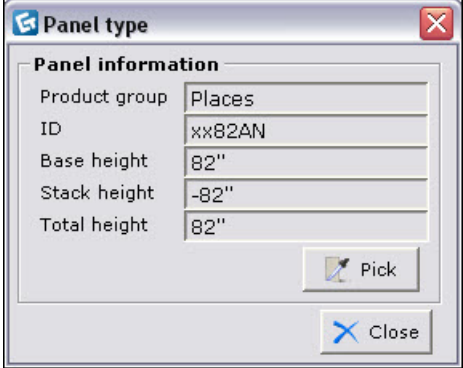
		PLACES – Door Material	
Canvas Button	**Option Name**	**Description / How to Use**	**Gray Input Boxes**
B	Wood	Canvas function to apply wood materials to PLACES doors. Click on the ellipsis (…) to get a list of wood materials and colors. Select a color and apply it to doors in the drawing area.	

Panel Type Tools
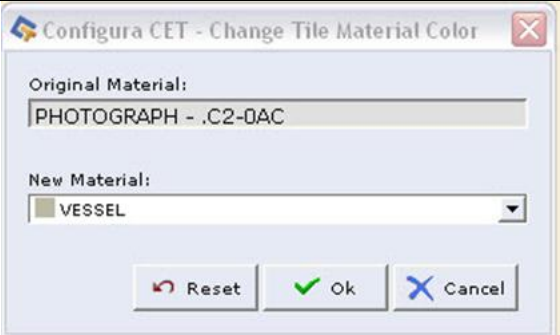
In the **Panel Type Tools** section, you will find tools that can be used to speed up the process of creating your configuration or work spaces.
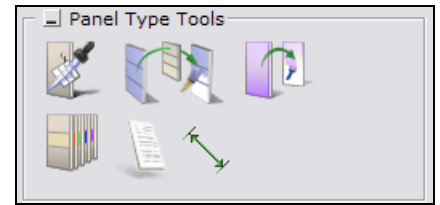
Panel Type Tools Tab

PLACES – Panel Type Tools			
Canvas Button	**Product Name**	**Description / How to Use**	**Gray Input Boxes**
	Pick Panel and Open Panel Type Dialog	Canvas function that gives information about the panel. • Click on the **Pick Panel** button. • Move to the drawing area and click on a panel. • A box appears with height and ID information for the selected panel.	
	Pick up Panel Type and Apply it to Another Panel Type	Canvas function to copy panel properties. • Click on the **Pick Up Panel Type** button. • Move to the drawing area and click on the panel that you want to copy. • A Gray Input Box appears with **Copy Mode** choices: single, group, whole drawing. • Select panels to apply these properties to in the drawing area. Canvas will match the panel size (height and width) and panel materials.	

PLACES – Panel Type Tools

Canvas Button	Product Name	Description / How to Use	Gray Input Boxes

	Pick Material and Copy to Another Panel	Canvas function to copy panel materials.
		
		• Click on the **Pick Material** button.
		• You will see a Gray Input Box for **Pick**. You can copy *one* panel material, or copy *all* panel materials on one side of the panel (panel plus add-on panel materials).
		• Next, click on a panel material that you want to copy.
		• A Gray Input Box appears with **Spread** options:
		   ○ Single panel or add-on panel
		   ○ Single panel and add-on panels in the same vertical plane
		   ○ All panels and add-on panels on the same horizontal plane
		   ○ All panels and add-on panels connected in a work space.
		• In the drawing area, click on additional panels or add-on panels. Matching material will be applied to all selected panels.	

	Change Tile Material	Canvas function to change a panel material globally. Cannot change in between material types (e.g. cannot change from fabric to wood). • Click on the **Change Tile Material** button. • Move to the drawing area and click on a panel material to be changed. • A window appears showing the Original Material. From the drop down menu, select a New Material. This New Material replaces any panel or add-on panel that has the Original Material on it.	Configura CET - Change Tile Material Color Original Material: PHOTOGRAPH - .C2-0AC New Material: VESSEL Reset Ok Cancel
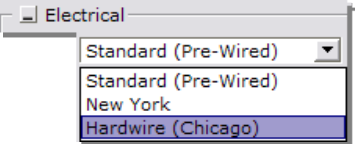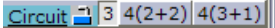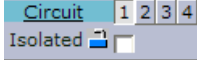
Canvas Button	Product Name	Description / How to Use	Gray Input Boxes

PLACES – Panel Type Tools

Canvas Button	Product Name	Description / How to Use	Gray Input Boxes
	Insert Installation Text Box	CET function to add text to an installation drawing. See the *CET Designer Reference Guide* – Using the Drawing Functions. For additional installation type tools, see the Tools component tab in CET Designer.	
	Add Dimensions to Installation Drawing	CET function to add dimensions to an installation drawing. See the *CET Designer Reference Guide* – Using the Drawing Functions. For additional installation type tools, see the Tools component tab in CET Designer.	
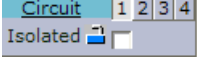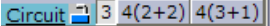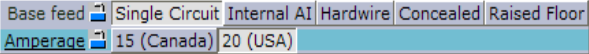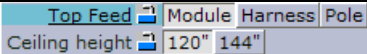
Electrical
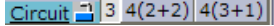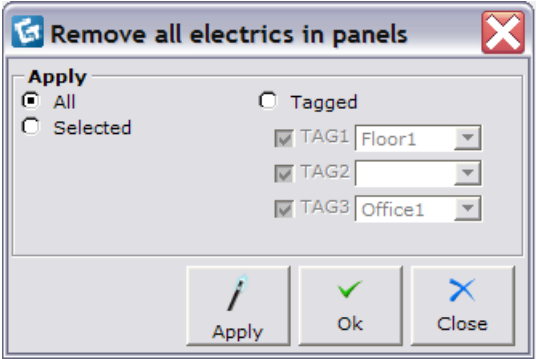
In the **Electrical** section, you will find products and options to establish your electrical components within a work space. Electrical products include power distribution assemblies (PDAs), receptacles, power/communication port kits, pass-through harnesses, infeeds, and CET electrical functions.
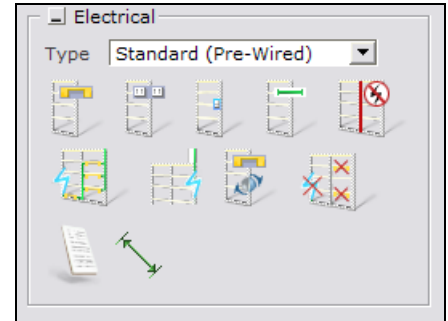
Electrical Tab

PLACES – Electrical			
Canvas Button	**Product Name**	**Description / How to Use**	**Gray Input Boxes**
	Type	Choose electrical installation type. From the pull-down menu, click on Standard (pre-wired), New York, or Hardwire (Chicago) for your electrical type.	
	Toggle PDA	Insert power distribution assembly (PDA) into panels. Place PDA in panel raceway. The PDA selected has the following color in the drawing: • 3 circuit = yellow • 4 circuit (2+2) = blue • 4 circuit (3+1) = green Once the PDAs are powered, they turn a lighter shade of the above colors (*the 3 circuit turns a light peach color*).	
	Toggle Receptacle	Insert or remove 1-, 2-, 3-, or 4-circuit receptacles into panels. In the drawing area, toggle receptacle in and out as indicated by the colored arrows: • Blue = in • Red = out	

		PLACES – Electrical		
Canvas Button	**Product Name**	**Description / How to Use**		**Gray Input Boxes**
	Toggle Power /Communica-tion Port Kit	Power / communication outlet is placed just above worksurface height. Place in panel that is 44" or taller. Port is powered by PDA in the base raceway.		Circuit 1 2 3 4 Isolated ☐
	Toggle Pass Through	Pass power through a 12"-wide nonpowered panel (powered panels must already be in place on either side of the 12"-wide panel). In the drawing area, toggle power connector in and out of a 12"-wide panel as indicated by the colored arrows: • Blue = in • Red = out		Circuit 3 4(2+2) 4(3+1)
	Toggle Break	Create breaks in the electrical circuit. To insert a break, click on the Toggle Break button and place in drawing area where you want a break in the pass-through power. A solid red square appears where a break is made. To remove the break, click on the Toggle break button, click on the red square in the drawing, and the break is removed.		**No Gray Input Box**
	Toggle Base Infeed	Infeed designed to bring power from the floor into the base of a panel through the PDAs. Place in base of panel; select: • **Base Feed** • **Amperage:** For Single Circuit option. • **Feed Length:** For Internal AI and Hardwire options.		Base feed Single Circuit Internal AI Hardwire Concealed Raised Floor Amperage 15 (Canada) 20 (USA)
	Toggle Top Infeed	Infeed designed to bring power from the ceiling into the base of a panel through the PDAs. Panel must be 18" or wider. Place in base of panel; select: • **Top Feed** • **Ceiling Height**		Top Feed Module Harness Pole Ceiling height 120" 144"

PLACES – Electrical

Canvas Button	Product Name	Description / How to Use	Gray Input Boxes
	Convert Electrical Circuits	Change specified circuits. Click on button, and use the Gray Input Box to change to one of the following: • 3-circuit • 4-circuit (2+2) • 4-circuit (3+1)	Circuit 3 4(2+2) 4(3+1)
	Open Removal Dialog for Electrics	Canvas function to remove electrical components. Click on button and a Gray Input Box appears. You can remove electrical components three ways: • **All:** All electrical components are removed within the drawing. • **Selected:** Choose specific products. • **Tagged:** Removes electrical components from identified (Tagged) areas. For example, a floor area or a specific office.	Remove all electrics in panels Apply All / Tagged Selected / TAG1 Floor1 / TAG2 / TAG3 Office1 Apply / Ok / Close
	Electrical Text	CET function to add text to an electrical drawing. See the *CET Designer Reference Guide* – Using the Drawing Functions. For additional installation type tools, see the Tools component tab in CET Designer.	
	Dimensions for Electrical Drawings	CET function to add dimensions to an electrical drawing. See the *CET Designer Reference Guide* – Using the Drawing Functions. For additional installation type tools, see the Tools component tab in CET Designer.	

UNIT 3: PLACES TIPS AND TRICKS

The following chart covers helpful tips as you navigate through the Canvas program and design with the PLACES Panel System.

Product	Tips and Tricks
General Notes	• When specifying PLACES workstations, start at the bottom and work your way up. • PLACES panels have low-profile steel or wood top caps. • PLACES panel heights are nominal; see the specification guide for actual heights. • Order panels with no raceway cover when separately specifying Ported (Base) Raceway Covers. • PLACES panels have a 4" base.

Monolithic Panel	• Move panels: In 2D view, hold mouse over panels. When mouse turns blue, you can move panels. When mouse turns yellow, you can stretch panels or disconnect panels.
	• Change panel heights: In 3D view, quickly change height of multiple panels by using the yellow cylinder.
	• Finish posts are required for wood top cap panels.
	• Panel types:
	   o Fabric Panel: Basic Monolithic or Monolithic
	   o Laminate Panel: Monolithic

Glazed Monolithic Panel	• Move panels: In 2D view, hold mouse over panels. When mouse turns blue, you can move panels. When mouse turns yellow, you can stretch panels or disconnect panels. • Change panel heights: In 3D view, quickly change height of multiple panels by using the yellow cylinder. • Does not accept top feed modules. • Finish posts are required for wood top cap panels.
Open Frame	• Move panels: In 2D view, hold mouse over panels. When mouse turns blue, you can move panels. When mouse turns yellow, you can stretch panels or disconnect panels. • Change panel heights: In 3D view, quickly change height of multiple panels by using the yellow cylinder. • Does not accept top feed modules. • Finish posts are required for wood top cap panels.
Single Door	• Move panels: In 2D view, hold mouse over panels. When mouse turns blue, you can move panels. When mouse turns yellow, you can stretch panels or disconnect panels. • Change panel heights: In 3D view, quickly change height of multiple panels by using the yellow cylinder. • Laminate door ships with left-hand swing; field changeable to right-hand swing. • Door has 1"-thick top communications raceway; no power or communication in base raceway. • Cannot accept add-on panels. • For glazed door, door swing must be specified; not field changeable.
Sliding Door	• Sliding door mounts on a panel that is equal to or taller than the height of the sliding door. • Sliding doors can mount on an equal-width or wider connecting panel. • When sliding door and panel widths are combined, they may not exceed 8'. • Overall application width may not exceed 10' (sliding door plus panels on each side). • Sliding door slides along Threshold Track on wheels. • Sliding door mounts outside of the workspace. • Right-hand and left-hand sliding doors are not field changeable to opposite sliding direction. Refer to PLACES Specification Guide for proper specification of right- or left-hand direction. • Attaching a sliding door to a full glass panel run is **not** recommended.

Product	Tips and Tricks
Add-on Panel	• Add-on panel must match base panel width. • Maximum stack is two high; cannot stack on top of a glazed add-on panel. • Combined height of base panel and add-on panels cannot exceed 82". • First add-on fabric panel accepts load-bearing components; second add-on panel is non-load bearing. See specification guide for restrictions. • Top rail of add-on panel provides top wire management. • Top feed modules may only be used with *fabric* add-on panels.
Glazed Add-on Panel	• Add-on panel must match base panel width. • Maximum stack is two high. • Combined height of base panel and glazed add-on panels cannot exceed 82". • Glazed add-on panels cannot accept panel-hung components. • Top rail of add-on panel provides top wire management.
Clerestory Kit	• Clerestory kits are designed for use above 82"-high base panels or 82"-high base panels + add-on panel(s). • Requires locally purchased laminated safety glass. • Clerestory kits are compatible only with standard panels installed at 90° angles. • Consult local building codes to ensure clerestory kit applications comply.
Muntin Kit	• Muntin kits must be specified to match the size of the glazed panels. • Panel muntins are field assembled.
Wainscot Kit	• Add wainscot kits to glazed panels. • Wainscot kits are field assembled.
Wall Track	• Attaches to structural walls. Provides an alternative to panels for mounting shelves, flipper door units, overhead storage units, worksurfaces, and tackboards. • Wall tracks must be applied to drawing first; then attach components.
Wall Mount	• Wall mount cannot attach to panels already in a drawing. Wall mount must be applied to drawing first; then attach panels. • Canvas automatically assigns the correct wall mount for monolithic panel or glazed monolithic panel.
Electrical	• Panels must be specified with raceway covers (RW) before placing electrical components. • Power distribution assemblies (PDAs) must be placed before receptacles, data plugs, and infeeds are placed. • When infeed is added to Canvas drawings, connector lines between panels turn green – this means your connections are valid. • Flex connectors are automatically added between two panels connecting power. • If hardwire electrical is selected, then there are no infeeds. • Base feed modules can be field modified to accommodate left- or right-hand applications. • Top feed modules must be installed on panels no less than 18" wide. • Top feed modules cannot be used with glazed panels, open frames, or single doors. • PLACES minimum panel height for a top feed module is 44".
Cable Management	• Cables can be routed through these pathways: o Panel base pathway o Panel top pathway o Panel vertical pathway o Cable management pole channel o Top feed module channel • Cable bend: When planning the routing of communication cables through PLACES panels, consider the bend radius at the panel-to-panel connections and within the panel pathways. See the Specification Guide for more information.

Scheme Manager	• After a scheme is created, any additional components added will have the scheme's properties. For example, once the materials, colors, and options have been selected for a panel, these properties would apply to any additional panels brought into the drawing area.
Adaptable Worksurfaces	• Worksurfaces do not include panel-mounted support elements. Include additional supports when specifying in Canvas. • Right- and left-hand application of support brackets and support panels are determined according to the worksurface user's vantage point (when facing the worksurface). • Wireways are color matched to side/back edge trim. For wood veneer or wood-grain laminate, wireway is charcoal.