

# Staging 101

## Portable Stage System

by IntelliStage



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## Introduction

Thank you for being a **Staging 101** customer and welcome to the family.

We do one thing and do it well – build products that make your life easier. Crafting innovative, quality products is our calling and we take it seriously. Strong, modular and versatile, your **Staging 101** system is crafted out of the finest materials available and put through our grueling quality check before it ships out the door.

We thank you for your purchase and know that your **Staging 101** system will definitely steal the show! However, if you should require any assistance or service, you'll find that we take as much pride in supporting our products as we do in designing and building them.

## About Staging 101

Perfect for schools, Houses of Worship, hotels and event organizers, **Staging 101** portable stage systems are the ultimate in portability and convenience. Consisting of large, modular 4' x 8' or 2x1 meter panels, **Staging 101** allows you to set up large stages in just minutes. Each panel is individually adjustable to either 16" and 24" (40 and 60cm) or 24" and 32" high (60 and 80cm). Stages can easily be setup by two individuals. Each panel can bear weight up to 240 lbs/sq. ft. (1170kg/sq. meter).

When it's time to break down, you'll find that disassembly and storage are equally convenient. Staging 101 systems are available in kits designed specifically for various applications. See our catalog or website [s101.intellistage.com](http://s101.intellistage.com) for details.

Optional upgrade accessories like transportation trolleys, guardrails, steps, chair-stops and skirts are also available. Go on, feel free to take the stage!

## Features:

### Panels:

- Two different height models to choose from: Panels are either height adjustable to 16" and 24" (40, 60cm) or 24" and 32" high (60, 80cm) depending on model.
- Strong metal box frame construction around panels perimeter.
- Box frame provides a wide grip for easy carrying, assembly and tear down.
- Folding legs are directly secured to the box frame.
- Legs lock firmly in place.
- Each Panels is height adjustable  $\pm$  8 inches (20cm).
- Panels surface has a seamless, smooth, no-trip design with dancers and performers in mind.
- Panels weigh 145lbs, almost 10% lighter than competitors.
- Panel Joining Mechanisms can be removed for a clean, smooth front edge, perfect for attaching skirts and chair-stops.

## Specifications:

### Panel Construction:

- Finish:
- Grey Carpet
  - Grey Industrial
  - Hardboard

- Materials:
- 3/4" (19mm) high density plywood construction
  - Full steel box-frame profile on all sides

Sizes: 4'x8' and 2x1mtr - See page 9 for all sizes

### Legs and Leg Hardware:

- Materials:
- Steel leg construction including locking brackets and hardware
  - Rubber base pads to absorb shock and vibration

Dimensions (height): 16" and 24" (40 and 60cm) or 24" and 32" high (60 and 80cm)

**Weight Capacity:** 240 lbs/sq. ft. (1170kg/sq. meter)

## Storage:

Staging 101 panels can be stored either vertically (side by side) or horizontally (stacked on top of each other). All Platform Joining Mechanisms should be removed from the exterior perimeter prior to storage. Platform Joining Mechanisms store on the panels interior.



## Important Safety Instructions:

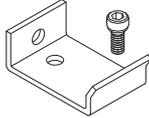
- 1.) Read and follow all instructions
- 2.) Do not exceed the maximum weight capacity
- 3.) Do not setup panels stacked on top of each other
- 4.) Completely secure all panels and hardware
- 5.) Assemble and use only on a flat and level surface

## Meet the Components:

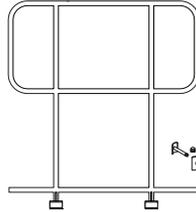
Putting together your Staging 101 system was designed to be simple enough for anyone to do. Consequently, the number of components you will encounter in the assembly process is limited. Nonetheless, let's take a moment for a little meet and greet....



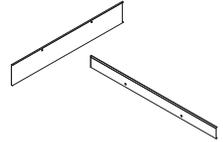
A.) Staging 101 Panels



B.) Panel Joining mechanisms



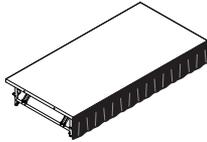
C.) Guard Rails



D.) Chair Stops



E.) Stair Packages / Steps



F.) Skirts



G.) Allen Keys

### A.) Staging 101 Panels

Durable, modular stage surface – supports up to 240 lbs/sq. ft. (1170kg/sq. meter).

### B.) Panel Joining Mechanisms

Connects multiple panels together for creating larger stages. Joining Mechanisms can be attached to any side of a panel as needed.

### C.) Guard Rails

Guard rails are an optional add-on to any stage that provides an additional measure of safety for performers. Corner bracket hardware is sold separately.

### D.) Chair Stops

Chair stops prevent chair legs from slipping off the top of a stage or between panels of different heights.

### E.) Stair Packages / Steps

Stairs are available as a package designed for 16, 24, 32in (40, 60, 80cm) stages. An individual 8" high step is also available for 16" high platforms. Guard rails are available separately.

### F.) Skirts

Skirts are an optional add-on to any stage that allows you to quickly create a clean professional appearance perfect for presentations, school plays or trade show exhibits. Clips are included with each skirt package.

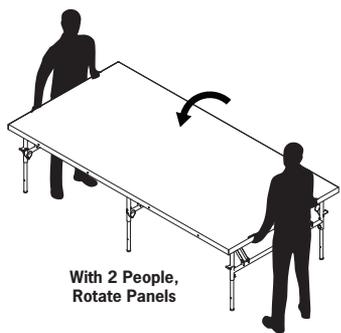
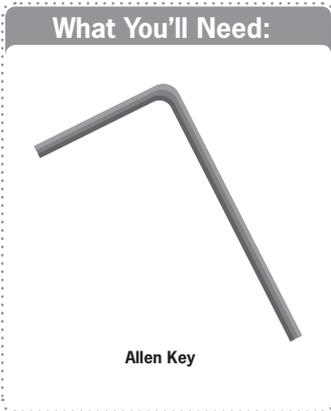
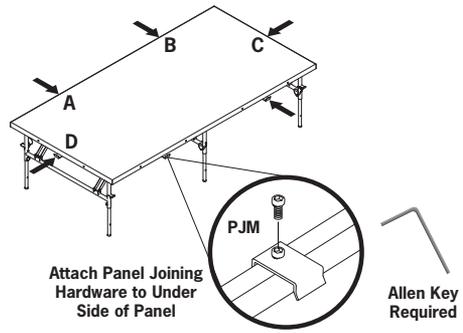
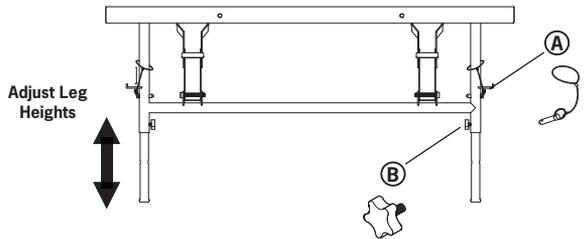
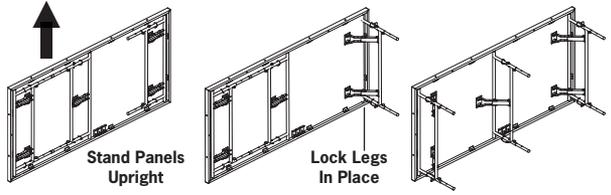
### G.) Allen Keys

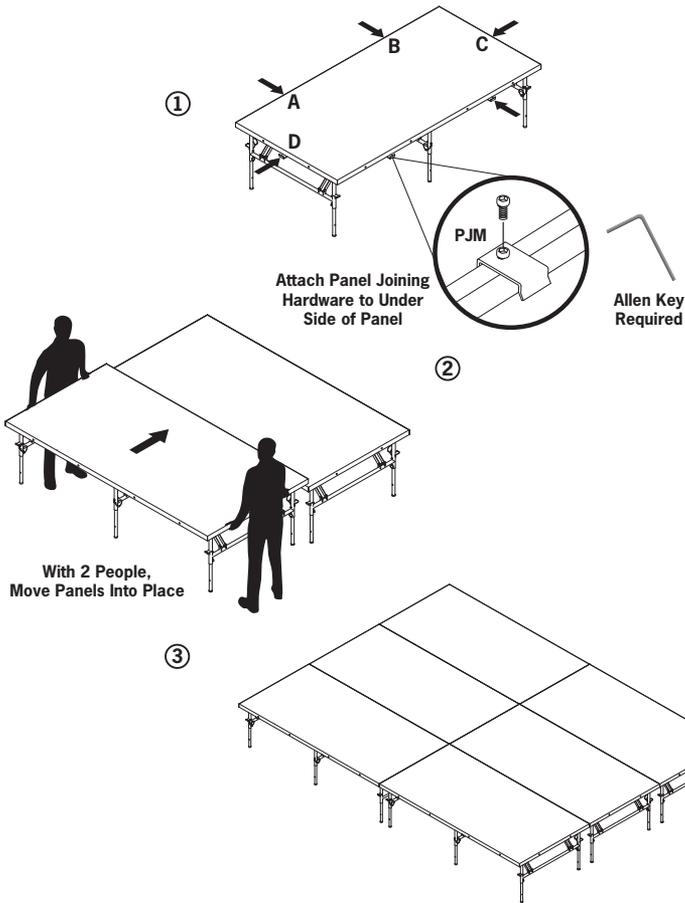
Allen Keys are required for guard rail, chair stop, stair package and platform joining mechanism installation. Allen keys are supplied with the individual components, but are also available separately.

# Assembly 101:

Getting your stage system up and running has never been easier than this. You are literally minutes away from having a sturdy, professional presentation platform.

- Unpack your panels and all hardware.
- Begin by setting panels up on edge. Open legs and lock them in place.
- Configure leg inserts to the required height and both secure and lock in place with both the pins (A) and screw down knobs (B).
- Attach Panel Joining Mechanisms (PJM) in the needed locations as shown by (A, B, C & D).  
**Note:** PJM's are secured onto each panel for storage.
- With the help of two individuals rotate the panel right side up.
- Continue the preceding until all platforms are properly configured.

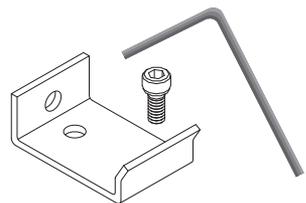




## Securing Panels Together

- 1.) If you have not already done so, attach Panel Joining Mechanisms (PJM) in the needed locations as shown by (A, B, C & D).  
**Note:** *PJM's are secured onto each panel for storage.*
- 2.) Connect individual panels to create your stage layout by securing adjacent panels with Panels Joining Mechanisms. **This will require two people to lift and set the panels in place.**
- 3.) Continue joining all panels together until your basic stage layout is complete.

### What You'll Need:



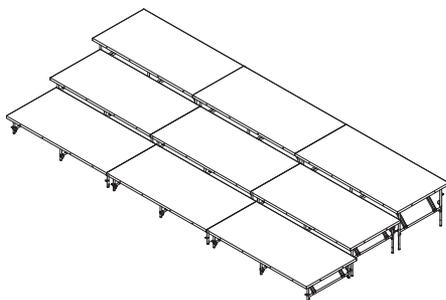
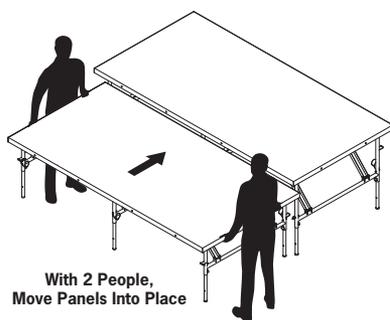
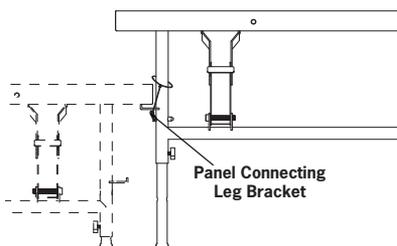
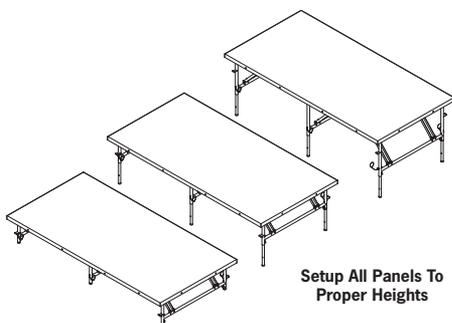
Panel Joining Mechanism & Allen Key

## Securing Different Height Panels

Staging 101 is designed to be setup in various height configurations. Each panel has a Panel Connecting Leg Bracket (PCLB) built into the legs in order to allow different height platforms to link together.

- Setup all panels as described in “Assembly 101” on page 5. Make sure that all panels are setup to the proper heights.
- Connect all panels that will make up your highest tier as described in “Securing Panels Together” on page 6.
- Begin setup with your highest tier first and then work your way down. **Note: Complete each tier before moving on to the next lower tier.**
- Connect two different height panels together by positioning the lower panel’s platform edge into the taller Panel’s Connecting Leg Bracket (PCLB) located on the legs. **This will require two people to lift and set the panels in place.**
- Continue joining all panels together until your tiered stage layout is complete.

You should now know how to setup individual platforms, uniform level stages and tiered stage packages.



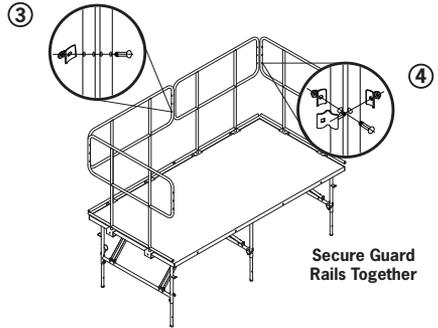
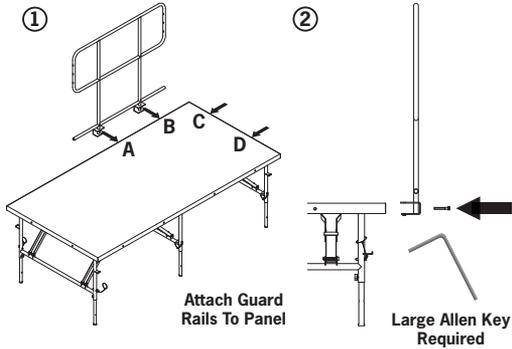
## Guard Rail Assembly 101

Completely set up your stage before beginning the next steps.

- 1.) Align guard rails with the holes at (A, B or C, D) as shown.
- 2.) Secure guard rails with the provided bolts and large Allen Key as shown. Secure all guard rails to platforms before proceeding.

Secure all guard rails to platforms before proceeding.

- 3.) Couple all side guard rails together with the included hardware and small Allen Key.
- 4.) Where applicable couple corner guard rails together with GRCB2 hardware (sold separately).

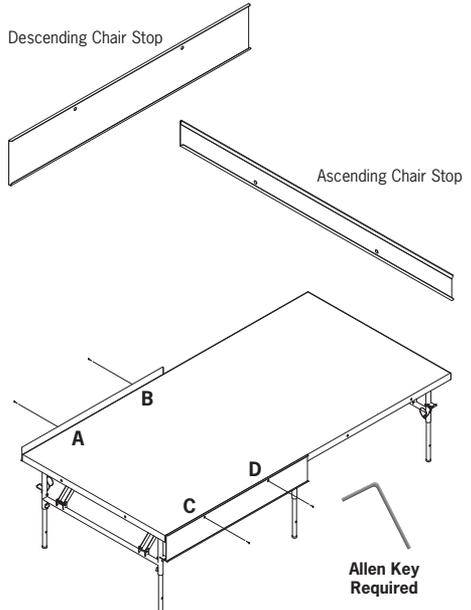


## Chair Stop Installation

To install chair stops **completely set up your stage before beginning the next steps.**

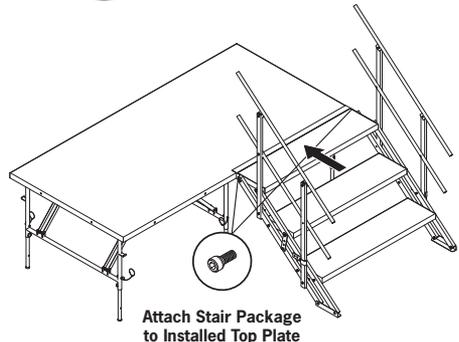
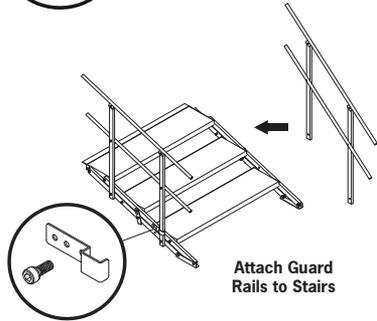
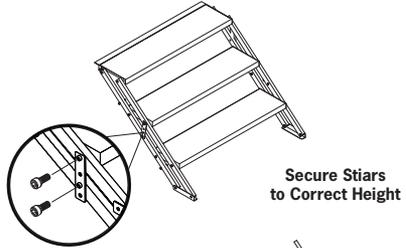
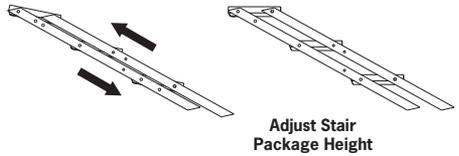
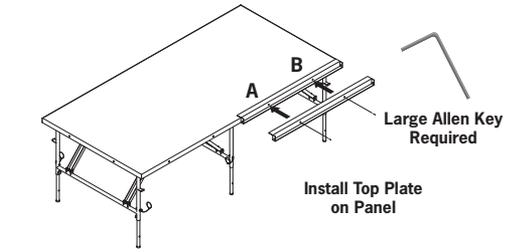
- First familiarize yourself with your chair stop. There are two types of chair stops: Ascending (for use on top platforms) and Descending (for use in between platforms).
- Orient your chair stops "right side up" and align them with your panels.
- Using an allen key key secure the chair stop to the platform with the provided bolts.

**Note:** You may have to remove Panel Joining Mechanisms in order to secure the chair stops.



# Stair Package Installation

- Attach the top plate to the stage edge where you will connect your stair package. The top plate attaches to the panel with two bolts as shown at (A, B).
- Adjust your stair package to the correct height by loosening all stair bolts.
- Secure and lock the stair package to the correct height by bolting the locking brace in place in the correct position.
- As needed, attach and secure the guard rails to your stair package with the provided hardware.
- Attach the stair package to the installed stage top plate. Secure with the provided bolts and hardware.



## What You'll Need:



Large Allen Key

## Sizes & Configurations (US)

### Panels

#### 16-24" High Panels

SP1624B	4'x8' Hardboard Panel
SP1624C	4'x8' Carpet Panel
SP1624I	4'x8' Industrial Panel

#### 24-32" High Panels

SP2432B	4'x8' Hardboard Panel
SP2432C	4'x8' Carpet Panel
SP2432I	4'x8' Industrial Panel

### Skirts

#### 8' Wide Black Skirt

SSKIRT8X16	16" High Skirt
SSKIRT8X24	24" High Skirt
SSKIRT8X32	32" High Skirt

### Guard Rails

SGRAIL4	4' Long Guard Rail (2 pcs per master pack)
SGRCB2	Guard Rail Corner Bracket (2 pack)

### Stair Packages

SSTAIR16C	8" High, 4' Wide Single Step - Carpet
SSTAIR16I	8" High, 4' Wide Single Step - Industrial
SSTAIR4X3B	16"-32" High, 4' Wide Stairs w/Rails - Hardboard
SSTAIR4X3C	16"-32" High, 4' Wide Stairs w/Rails - Carpet
SSTAIR4X3I	16"-32" High, 4' Wide Stairs w/Rails - Industrial
STAIRRAIL3	Universal Stair Guard Rail Pack (2 Pack)

### Chair Stops

SCS2X4	2" High, 4' Long Ascending Chair Stop
SCS8X4	8" High, 4' Long Descending Chair Stop

### Transportation Systems

STROLLEY	Staging 101 Trolley Cart
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### Accessories

SALLENKEY4	Allen Keys (4 Pack)
SCLIPS6	Skirt Clips (6 Pack)
SKNOB6	Stage Knobs (6 Pack)
SLEGS6	Stage Leg Inserts (6 Pack)
SPINS6	Stage Pins (6 Pack)
SPJM2	Stage Pins (6 Pack)

## Sizes & Configurations (European)

### Panels

#### 40-60cm High Panels

SEP4060B	2x1m Hardboard Panel
SEP4060C	2x1m Carpet Panel
SEP4060I	2x1m Industrial Panel

#### 60-80cm High Panels

SEP6080B	2x1m Hardboard Panel
SEP6080C	2x1m Carpet Panel
SEP6080I	2x1m Industrial Panel

### Skirts

#### 2m Wide Black Skirt

SESKIRT2X40	40cm High Skirt
SESKIRT2X60	60cm High Skirt
SESKIRT2X80	80cm High Skirt

### Guard Rails

SEGRAIL1	1m Long Guard Rail (2 pcs per master pack)
SEGRCB2	Guard Rail Corner Bracket (2 pack)

### Stair Packages

SESTAIR40C	20cm High, 1m Wide Single Step - Carpet
SESTAIR40I	20cm High, 1m Wide Single Step - Industrial
SESTAIR1X3B	40-80cm High, 1m Wide Stairs w/Rails - Hardboard
SESTAIR1X3C	40-80cm High, 1m Wide Stairs w/Rails - Carpet
SESTAIR1X3I	40-80cm High, 1m Wide Stairs w/Rails - Industrial
SESTAIRRAIL1	Universal Stair Guard Rail Pack (2 Pack)

### Chair Stops

SECS2X4	2" High, 1m Long Ascending Chair Stop
SECS8X4	8" High, 1m Long Descending Chair Stop

### Transportation Systems

SETROLLEY	Staging 101 Trolley Cart
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### Accessories

SALLENKEY4	Allen Keys (4 Pack)
SCLIPS6	Skirt Clips (6 Pack)
SKNOB6	Stage Knobs (6 Pack)
SELEGS6	Stage Leg Inserts (6 Pack)
SPINS6	Stage Pins (6 Pack)
SPJM2	Stage Pins (6 Pack)

# Notes

## Limited 10 Year Warranty

Road Ready warrants to the original owner of each new IntelliStage - Staging 101 product, for a period of 10 years from the date of purchase, (provided that it is purchased at an Authorized IntelliStage Dealer) that is free of defects in materials and workmanship and that each product meets or exceeds all factory published specifications. This warranty is void if the product has been tampered with or misused beyond reasonable wear, and shall not apply if the product has been physically damaged. Improper handling, set-up or use of this unit could cause it to fail which could lead to serious injury or death. Please be sure to read, understand and follow all operating instructions and weight load information in this manual before using this product. Do not allow children or untrained persons to use this product. There are no obligations of liability on the part of Road Ready for any personal injuries, death, consequential damage or any other indirect damages with respect to, loss of property, revenues, profit or costs of removals, installations or re-installations arising out of, or in connection with, the use or performance of an IntelliStage product.



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