



**SPHERE**

QUICK START GUIDE



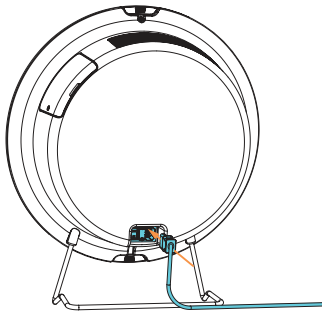
# Welcome

Thanks for purchasing the Synexis Sphere.  
After opening the box, unpack and inspect  
your device and bulb for damage.

## First use

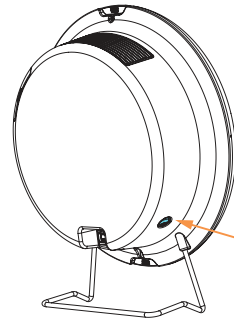
DO NOT OPERATE THIS DEVICE IF ANY DAMAGE IS NOTED. If the device is damaged,  
contact your Synexis Account Representative at (844) 352-7680.

### Getting to know your device



#### 1 On/Off switch and plug

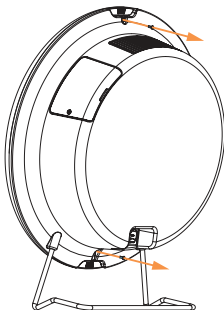
- located on back side of the device
- plug power cable into back
- green indicator will illuminate when power is on



2

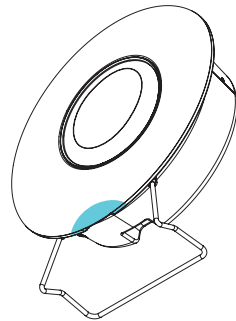
#### Fan speed control switch

### Removing cover



1

#### Remove safety screws, top and bottom



2

#### Hold the bottom of the device

**Included parts:**

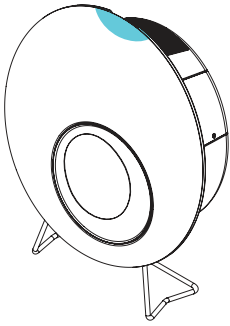
- 1 set of filters (1 carbon filter, 1 MERV 11 filter)
- 1 UV-A bulb
- 1 power cord
- 1 stand (already installed) or wall mount bracket
- 1 Torx T10 T-Handle screwdriver (for Locking Screw)
- 1 Security Torx T10 "L" Shaped tool (for Bulb Cover)

**When should I replace the following components?**

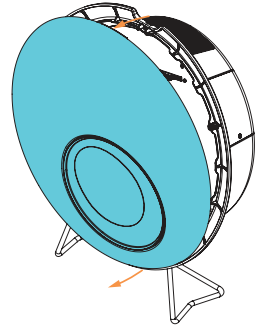
- carbon filter: approx. 6 months
- MERV filter: approx. 3 months
- Sail: approx. 3 months
- bulb: approx. 2 years

**Visit [Synexis.com/manuals](http://Synexis.com/manuals) for detailed product information and wall mounting installation instructions.**

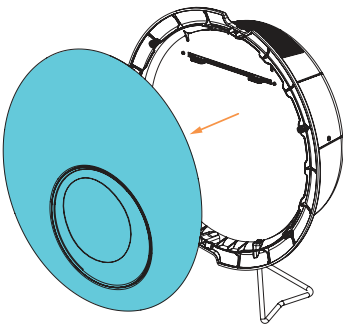
**Removing cover (cont.)**



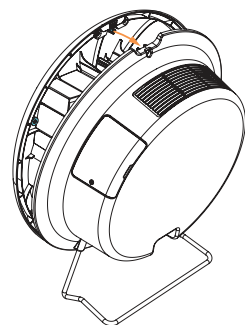
**3** Grab the recess on top



**4** Pull the top and bottom of the cover to disengage the magnets



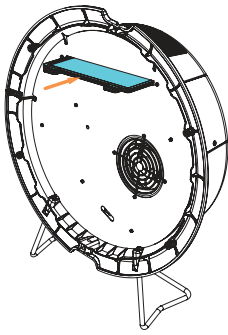
**5** Remove the cover



**6** Putting the cover back on

- position top and bottom pins over slots
- let magnets reengage
- fasten safety screws

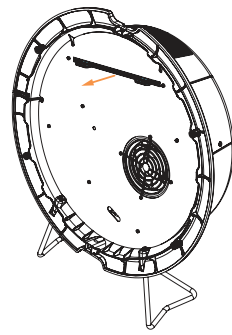
## Inserting Sail



1

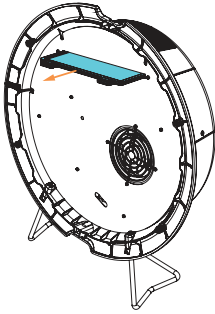
Insert the new Sail  
(Sail ships separately)

## Replacing Sail



1

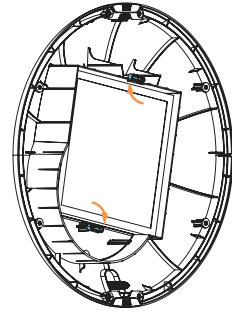
Hold tabs of the Sail  
and pull toward you



2

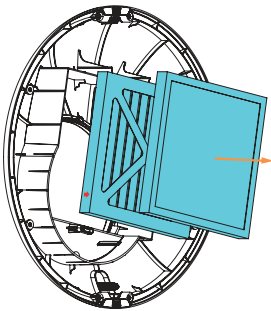
Remove and insert the new Sail

## Replacing the filters



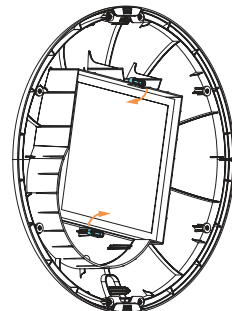
1

Turn the tabs 90°



2

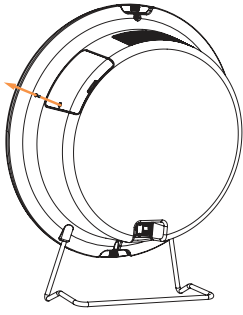
Remove the filters



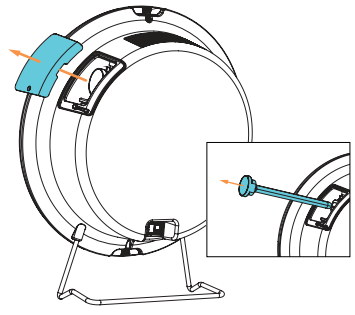
3

Insert new filters and turn tabs to secure

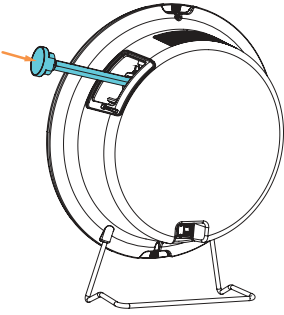
- airflow arrow on MERV 11 filter points toward unit
- carbon filter on top of MERV 11 filter



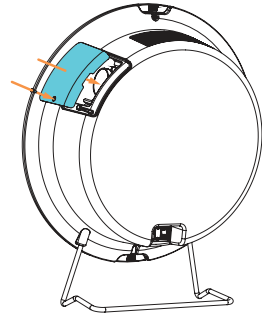
**1** Remove safety screw



**2** Remove bulb cover  
(and bulb if already inserted)



**3** Insert new bulb  
- align the 4 pins to the female  
socket connectors



**4** Replace bulb cover and fasten the screw

