How to Replace a VCA Matrix Faceplate

Tools required:

- 5/16” nut driver (example)
- 5/32” nut driver (example)
- 0.050” hex driver (example)

For a video guide, or guides for other modules see the 4ms Company website

Instructions:

1. Use the 5/32” driver to remove the three tiny nuts on the back of the PCB (along the bottom edge)
    a. Remove plastic washers from screws.
2. Use the 5/16” driver to unscrew the nuts on the jacks.
   Be careful when pressing down, metal drivers can scratch the panel.
3. Lift the faceplate off the PCB.
    a. Some VCAM modules have washers on the jacks, use caution when removing the panel.
    b. Remove the nylon spacers on the three tiny screws.
4. Use the 0.050” hex driver to remove the screws from the old panel.
5. Thread the screws into the new panel.
    a. If screws are not secure use a piece of masking tape to hold down each screw.
6. Insert the spacers over the screws.
7. Place the new panel onto the PCB
    a. This may require some adjusting of the screws to fit through the holes on the PCB. See video tutorial for a demonstration.
    b. If your VCAM had washers on the jacks, this step can requires some care so that neither the washers fall off the jacks, nor the spacers fall off the screws.
8. Place plastic washers on screws and thread metal nuts
9. Use 5/32” driver to tighten nuts.
10. Thread all nuts by hand onto the jacks.
11. Finger-tighten all the nuts.
12. Use the drivers to tighten all the nuts: turn the driver ¼ turn past finger-tight
    Overtightening nuts can scratch the panel or cause parts to break!