Clear out a large, clean area on the floor. Unpack all the parts of the barrier and lay them on the floor. Familiarize yourself with the identification of each part.

Pick up one of the Corner Tubes and fasten it to the Straight Tube by pushing the button on the Straight Tube with your thumb while inserting it into the long end of a Corner Tube as shown. When the Straight Tube is fully inserted, twist it until the button pops out through the hole in the Corner Tube. Repeat with the second Corner Tube, fastening it to the free end of the Straight Tube. This creates the top rail for the frame.

Unfold the Curtain and lay it flat on the floor. Open up one end of the top rail pocket of the Curtain and insert the Top Rail into this opening. Slide it in until it comes out the other end of the curtain.

Pick up a Leg and insert it into the leg pocket of the Curtain until it comes out the top of the pocket. Push the button on the end of the Leg and insert that end into the open end of the Corner Tube. Twist the Leg until the button pops out of the inside hole of the Corner Tube and locks into place. Repeat with the second Leg at the other end of the barrier.

When you’re ready to take the barriers down and store them, you may optionally choose to set the legs in their storage position. Push in on an exposed button and twist the Leg 90° so the button pops out of the outside hole (see Step 4). This will orient the foot in line with the top rail and enable more compact storage of the barriers. They may now be hung on sturdy rails fastened to a mobile cart or wall as shown.
When used to separate a large area into individual courts, it is difficult to keep a line of barriers straight and neat looking. In this regard, the Newgy GateKeeper system will facilitate easy egress and ingress, help maintain a straight line of barriers, and help prevent damage to the barriers. Newgy GateKeeper labels (part #18018), or Gatekeeper Sign (#18019) with Gatekeeper Clip (#18017), are available separately to fit Newgy barriers and other standard table tennis barriers.

The key to making the GateKeeper system work is how you arrange the barriers at the junctions between two adjacent barriers. Two barriers may be butted together or overlapped. The following illustration shows the difference between these two types of junctions.

By combining these two types of junctions in a line of barriers, you can create gates for players to enter and exit a court. The next illustration shows a line of 4 barriers with one butt junction in the center and an overlap junction on either side:

By sliding the center barriers in the direction of the arrows, a gate is created for ingress and egress, as illustrated below:

After a gate is created, a player slides the barriers open and walks through the gate to enter or exit the court. Once through the gate, the player then slides the barriers back together to close the gate. To make it easy for the players to identify where the gates are located, use GateKeeper labels, or GateKeeper Signs & Clips, to mark the gates.

GateKeeper labels are applied across the top of the barrier and then folded downward to clearly mark both sides of the barrier with a red stripe. GateKeeper Signs work similarly, but are first attached to GateKeeper Clips that are then fastened to the top of the barrier. Here’s what a GateKeeper Label looks like:

With the gates now clearly identified by GateKeeper Labels or Signs, players merely have to look for the red exit markers and slide the gates open. This is much preferred to stepping over the barrier, possibly damaging it or causing injury to the players should they trip and fall. This is also preferred to prying apart the barriers at the junctions, leaving the line of barriers skewed and messy looking. For some player populations, like those in wheelchairs, the elderly, or the very small and/or short, gates are the only convenient way to enter or exit a court.

It is a good idea to set up your barriers to allow at least one, if not several, gates on each side of the court. The illustration at left illustrates a table surrounded by 18 barriers with 6 gates for entering and exiting the court. Corners have the feet rotated to 45° to keep the feet from laying atop one another and help keep the barriers in a straight line.