Clutch Roller Shade Installation Instructions
Standard Series
 (with fascia)

NEEDED

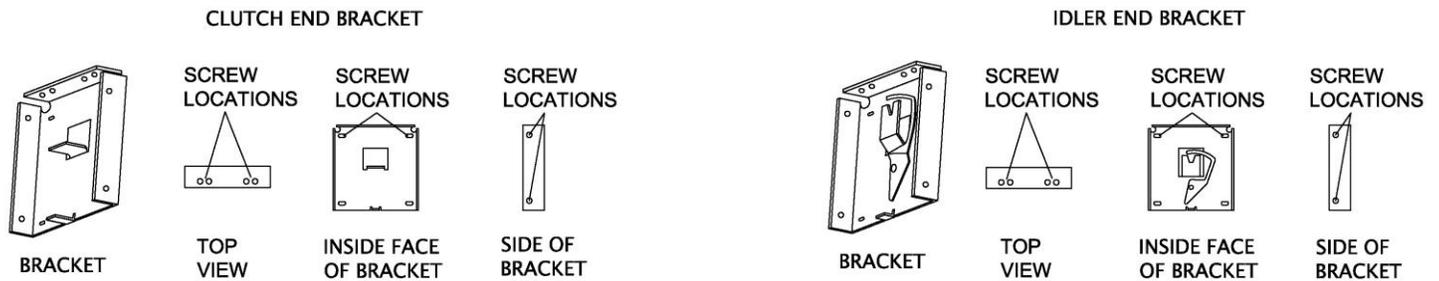Ladder of appropriate height for your windows
Drill and appropriate bits
Screws and anchors as necessary
Level
Shade packaging which includes the shade, brackets and bead chain hold down
Packing slip indicating the control location and mounting, as ordered

CLUTCH END BRACKET

BRACKET · SCREW LOCATIONS TOP VIEW · SCREW LOCATIONS INSIDE FACE OF BRACKET · SCREW LOCATIONS SIDE OF BRACKET

IDLER END BRACKET

BRACKET · SCREW LOCATIONS TOP VIEW · SCREW LOCATIONS INSIDE FACE OF BRACKET · SCREW LOCATIONS SIDE OF BRACKET

INSTALLING THE BRACKETS

Locate control location on your paperwork (standard control side is Right) as well as mount (Inside Mount (IB) or Outside Mount (OB)). The control side is where you will install the clutch end bracket.

Mounting brackets may be secured to the surface of the aluminum glazing bars or wood blocking. When attaching please use proper hardware to secure the screws. Use at least two screws per bracket and make sure that each screw is flush with the bracket so as not to interfere with the shade operation.
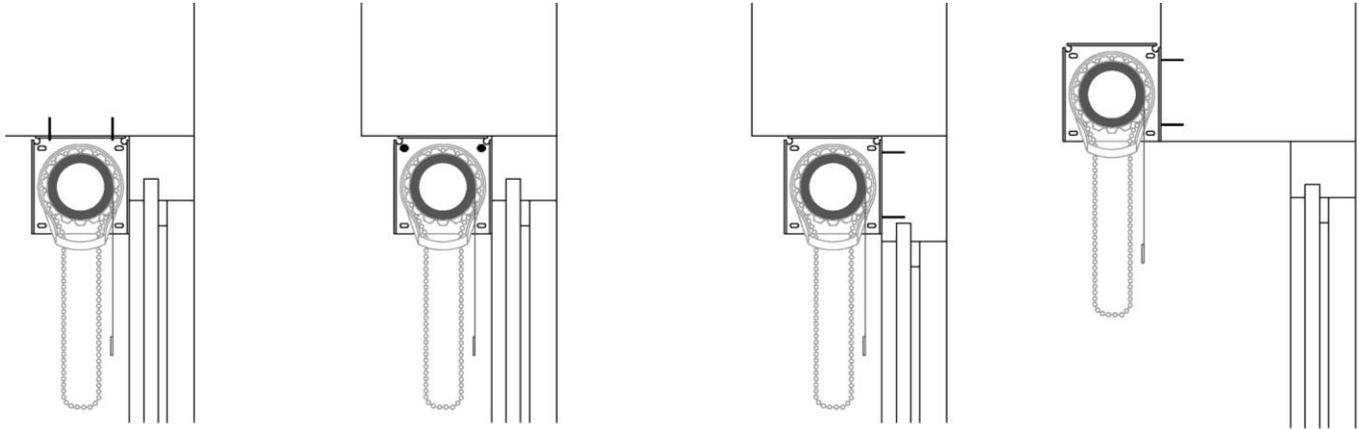
Each set of brackets contain a clutch bracket (denoted by the insert for the clutch) and an idler bracket (denoted by the "V" groove for the idler arm). The open end of each bracket faces downward. The clutch bracket will mount on the side where the bead chain is located and the idler bracket will mount on the opposite side. Mount the brackets securely. Use self-tapping screws for ease of installation.

> For Inside Mount (IB) Ceiling Mount (mount to an overhead surface), place the top of the bracket to the window head. Secure into place using two (2) screws for each bracket.

> For Inside Mount (IB) Face Mount (mount to a side surface, i.e. wall), place the bracket sides of the bracket against the wall. Secure into place using two (2) screws for each bracket.

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For Outside Mount (OB) rotate the bracket 90 degrees so that the top of the bracket will be flush against the wall. Secure into place using two (2) screws for each bracket. This will also work for Inside Mount (IB) Wall Mount, in the case of mounting to a mullion.

INSIDE MOUNT (IB)
CEILING MOUNT

INSIDE MOUNT (IB)
FACE MOUNT

INSIDE MOUNT (IB)
WALL MOUNT

OUTSIDE MOUNT (OB)

Please use the necessary tools to confirm that the brackets are level. For proper shade operation the brackets must be level. If the brackets are not level the shade will 'travel' and/or 'telescope' and cause unnecessary degradation and dysfunction of the shade.
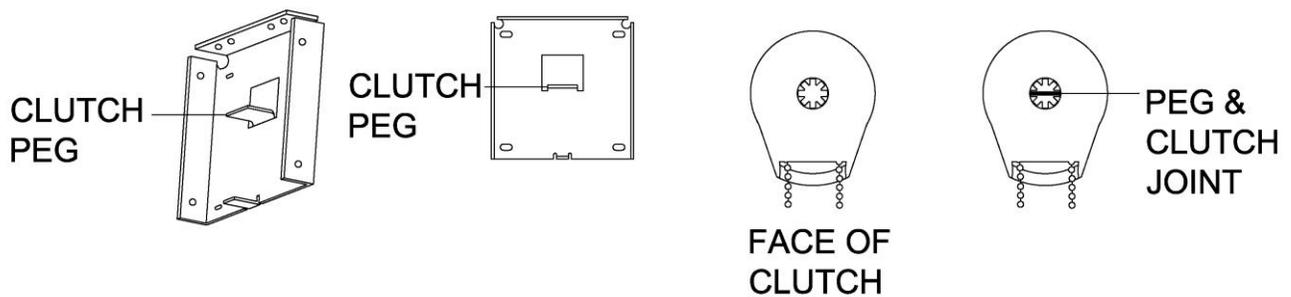
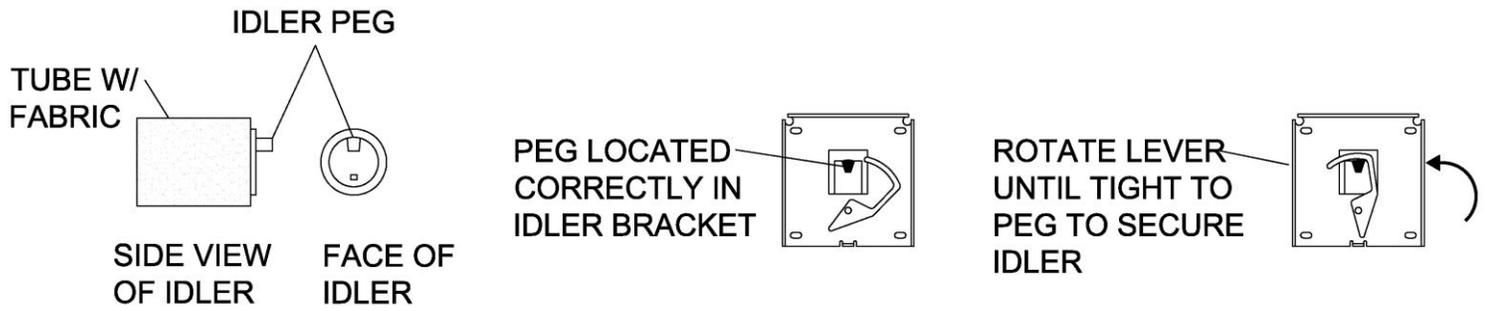SECURING THE ROLLER SHADE INTO THE BRACKETS

Holding the roller shade firmly with both hands, determine the control side (the side with the bead chain). The fabric should be rolling off the back of the roller tube (unless specially requested otherwise).

Install the shade into the brackets beginning with the clutch end. The open end of the clutch should always face down, allowing the bead chain to hag straight down from the shade. The clutch should slip easily onto the peg of the clutch bracket.

Secure the idler end of the shade into the "V" of the idler bracket. Rotate the lever until it is tight against the idler peg to hold the peg in place. The roller shade should now fit securely between the brackets with just slight lateral movement.

Operate the shade several times fully up and down to confirm that shade operates properly. If the shade telescopes then the brackets need to be adjusted to be level.
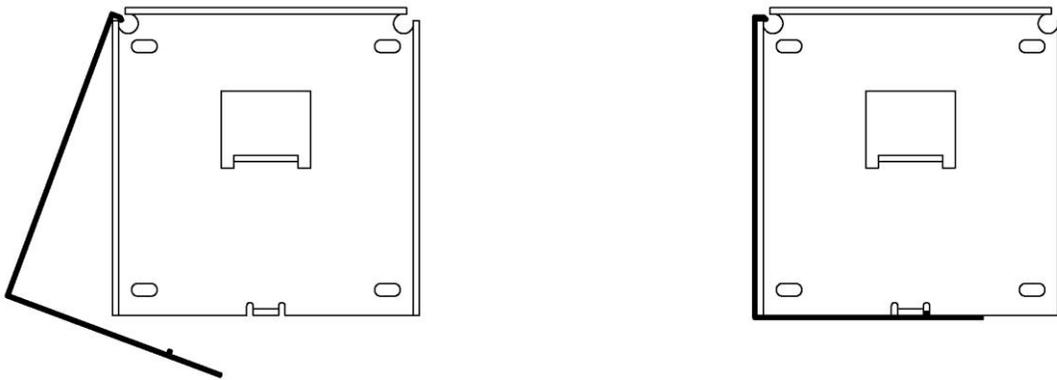
CLUTCH
PEG

CLUTCH
PEG

FACE OF
CLUTCH

PEG &
CLUTCH
JOINT

WE'RE ON A ROLL

TUBE W/
FABRIC

IDLER PEG

SIDE VIEW
OF IDLER

FACE OF
IDLER

PEG LOCATED
CORRECTLY IN
IDLER BRACKET

ROTATE LEVER
UNTIL TIGHT TO
PEG TO SECURE
IDLER

INSTALLING THE FASCIA

Holding the fascia firmly with both hands, place the upper lip of the fascia into the opening on the fascia bracket. This should not require any pushing or extra force.

Once the upper lip of the fascia is secure, firmly push on the fascia until you feel the fascia lock into the bottom hook on the fascia bracket.
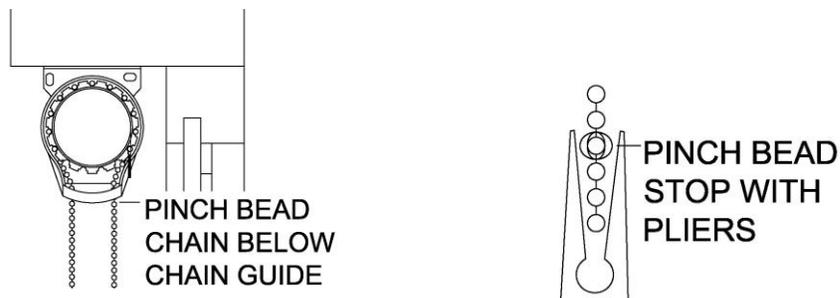
SETTING THE LIMITS WITH THE STOP BEAD

Determine which chain pull is for lowering and which is for raising the shade.

UPPER LIMIT
Roll the shade to its "UP" resting position. Using your thumb and forefinger, grab a firm hold of the bead chain where it exits the chain guide. Pull the chain to you to attach the stop bead. (When you pull the chain to you the shade will lower.)

Place an open stop bead on the bead chain just above your thumb. Squeeze the stop bead closed, if using a metal stop bead use a pair of pliers to pinch closed.

PINCH BEAD
CHAIN BELOW
CHAIN GUIDE

PINCH BEAD
STOP WITH
PLIERS

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LOWER LIMIT

Roll the shade to the "DOWN" position. Using your thumb and forefinger, grab a firm hold of the bead chain where it exits the chain guide. Pull the chain to you to attach the stop bead. (When you pull the chain to you the shade will rise.)
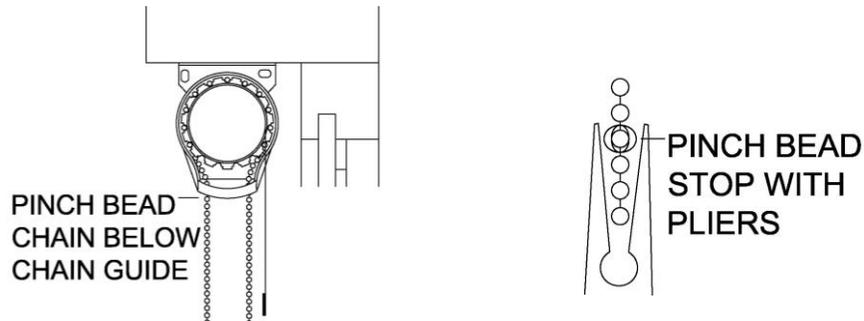
Place an open stop bead on the bead chain just above your thumb. Squeeze the stop bead closed, if using a metal stop bead use a pair of pliers to pinch closed.

PINCH BEAD CHAIN BELOW CHAIN GUIDE

PINCH BEAD STOP WITH PLIERS

Operate the shade a few times to double check that the stop beads are in the correct position. The shade hembar should stop below the top treatment and the shade hembar should stop before resting on the window sill.

SECURING THE BEAD CHAIN HOLD DOWN

Step 1: Snap apart the bead chain at the connector. Feed the bead chain through the hold down. Reconnect the bead chain.

Step 2: Holding the hold down clip, pull the bead chain tight, straight down from the roller shade.

Step 3: Move up the hold down approximately ½", to allow slack in the bead chain. Secure to wall with screw.

SLIDE HOLD DOWN ON

SEPARATE AT CONNECTOR

STEP 1

PULL BEAD CHAIN TIGHT

STEP 2

$\frac{1}{2}$" ADJUST UP – SECURE WITH SCREW

STEP 3

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