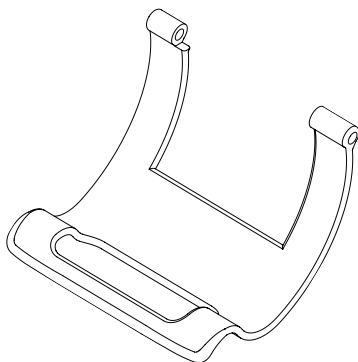
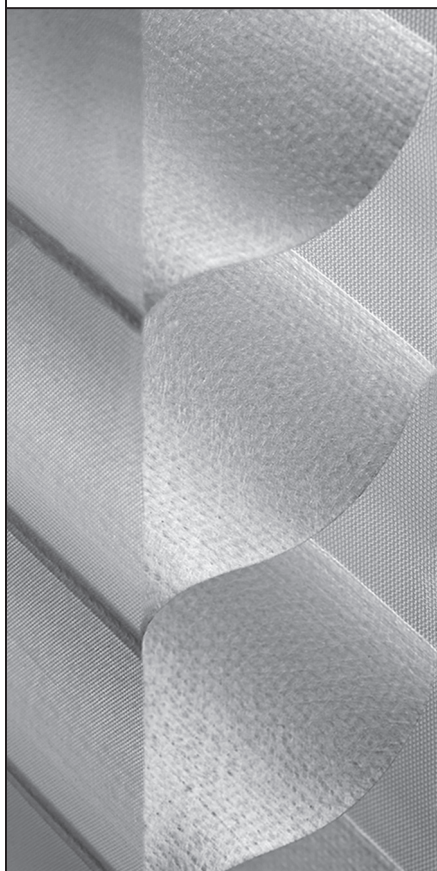


Window Shadings

Installation, Operation and Care Instructions



Cordless Hinged-Handle Operating System



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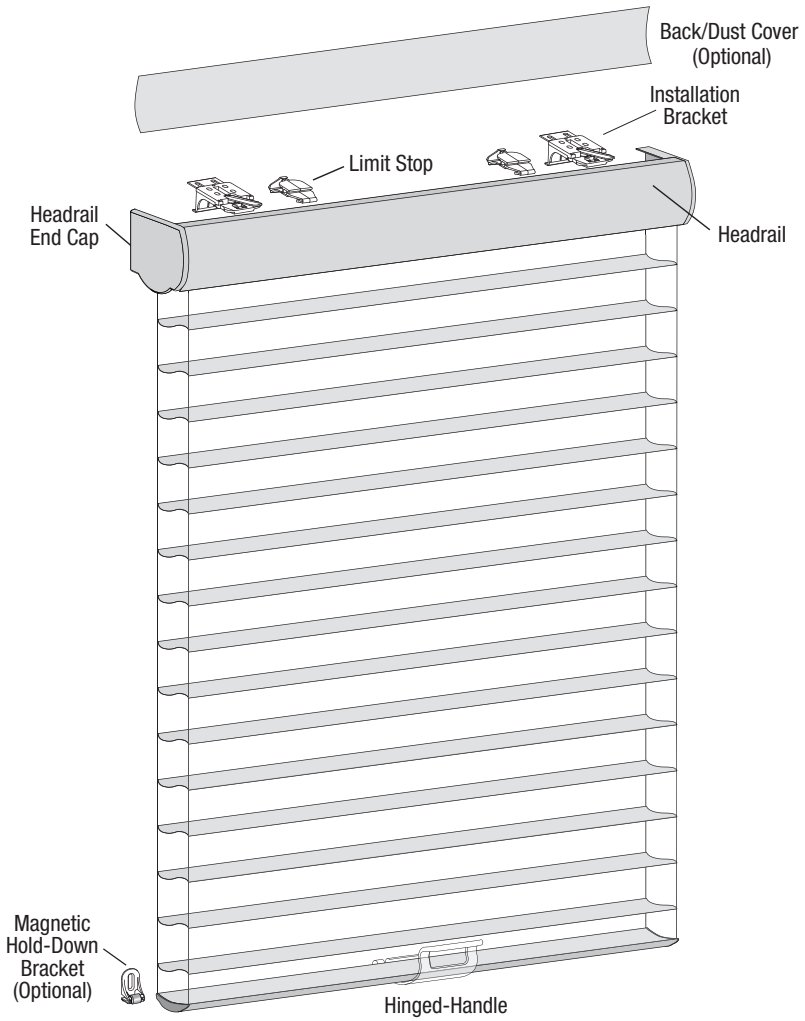
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Product View



GETTING STARTED

Thank you for purchasing Window Shadings. With proper installation, operation, and care, your new shadings will provide years of beauty and performance. Please thoroughly review this instruction booklet before beginning the installation.

Tools and Fasteners Needed

- Flat blade and Phillips screwdrivers
- Measuring tape and pencil
- Power drill, $\frac{3}{32}$ " drill bit, and $\frac{1}{4}$ " hex driver
- Level (laser level is recommended)
- Pliers
- Scissors (heavy-duty)

In addition, you will need fasteners designed to work with your specific mounting surface(s).

- **#6 Hex Head Screws (Provided).** Two $1\frac{1}{2}$ " screws are provided per installation bracket.
- **Longer #6 Hex Head Screws (Not Provided).** If using spacer blocks, use #6 screws long enough for a secure attachment.
- **Speed Nuts and Screws (Provided).** Extension brackets come with screws and speed nuts.
- **Drywall Anchors (Not Provided).** Use drywall anchors when mounting into drywall.



#6 x $1\frac{1}{2}$ "
Hex Head Screw
(Provided)



Longer #6 Hex Head Screw
for Use with Spacer Blocks
(Not Provided)

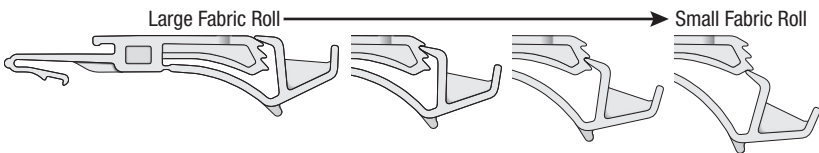


Speed Nut
and Screw
(Two Provided with
Each Extension Bracket)

Importance of Limit Stops on Window Shadings

Limit stops serve as the upper travel limit for the bottom rail, preventing it from rotating around the fabric roll. Limit stops are located 6" from the ends of the headrail or are centered on shadings less than 36" wide.

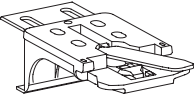
When a shading is made, the limit stops are adjusted according to the size of the fabric roll. Occasionally, this adjustment changes during shipping or installation. If this happens, problems can be fixed by readjusting the limit stops. See page 12 in the Troubleshooting section if shading operation is difficult or if the bottom rail rotates around the fabric roll. Shown below are the four possible positions of limit stops for large to small fabric rolls.



Installation Overview

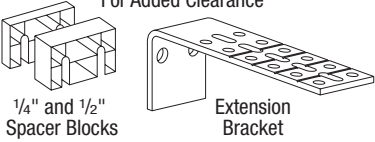
- Your order will include the correct number of installation brackets for your shading width, as shown in the table below.
- Shading orders may also include spacer blocks or extension brackets, if they were specified for added clearance.
 - Extension brackets are used for end mount shadings, as well.

Installation Bracket



Panel Width	Brackets
18" – 36"	2
36 ¹ / ₈ " – 79"	3
79 ¹ / ₈ " – 84"	4

For Added Clearance



1/4" and 1/2"
Spacer Blocks

Extension
Bracket

Mounting Types and Window Terminology

If the installation brackets are mounted correctly, the rest of the installation process follows easily. To prepare for this important first step, review the mounting types and basic window terminology illustrated below.

Molding

Head Jamb

Jamb Jamb

Collectively, the sill and
jamb are called the
"window casement."

Sill

Inside Mount

Shading fits within
window opening.

Outside Mount

Shading mounts
outside window
opening.

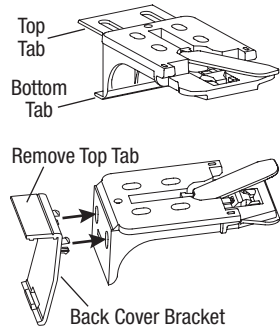
- Refer to the appropriate page below based on your order:
 - **Inside Mount — Page 4**
 - **Outside Mount — Page 6**
 - **End Mount — Page 8**

INSTALLATION

Mount the Installation Brackets — Inside Mount

Prepare the Installation Brackets

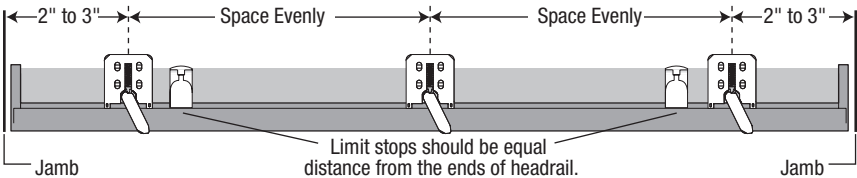
- **If using the optional back cover:** Use pliers or heavy-duty scissors to remove both the top and bottom tabs on the installation brackets.
 - Then remove the top tab on the back cover brackets.
 - Snap the prongs on the back cover brackets into the holes on the back of the installation brackets.
- **If not using the optional back cover:** Remove the top tab only on the installation brackets.



NOTE: Save these tabs once removed. They may be used as shims, if necessary.

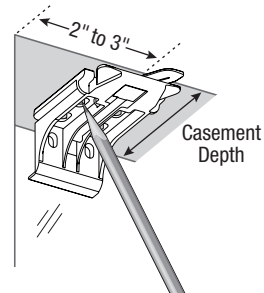
Mount the Installation Brackets

- Mark 2" to 3" from each jamb for bracket location.
 - If more than two installation brackets came with your order, space additional bracket(s) evenly between the two end brackets and mark their location. Mount into wood whenever possible.



- Center the brackets on your marks, then mark the screw hole locations.

- The minimum casement depth for installation brackets is 1". Mark the rear set of installation bracket holes with shallow mounting depths.
- The minimum casement depth for a fully recessed mount is $3\frac{5}{16}$ ". Mark the front set of bracket holes when depth permits.
- Add $\frac{1}{4}$ " to the minimum depths if using the optional back cover.



IMPORTANT: The front edges of the brackets must be level and aligned to each other.

- Drill the screw holes using a $\frac{3}{32}$ " drill bit.

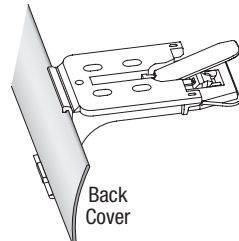
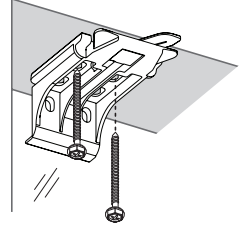
CAUTION: Use drywall anchors when mounting into drywall.

- Use a level to check that the mounting surface is level. Shim the brackets, if necessary. (Use the top tab that was removed from the brackets.)
- Attach the installation brackets using the screws provided.

IMPORTANT: Do not overtighten the screws. Check to ensure the lever can be moved easily side to side. If not, loosen the screws in one-eighth turn increments until the lever can be moved easily.

IMPORTANT: The front edges of the installation brackets must be level and aligned to each other.

- **If using the optional back cover:** Install the cover into the back cover brackets. If necessary, trim the back cover to the desired width.



Proceed to "Install the Shading" on page 9.

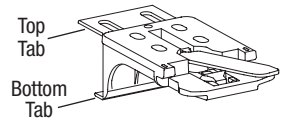
INSTALLATION

Mount the Installation Brackets — Outside Mount

Prepare the Installation Brackets

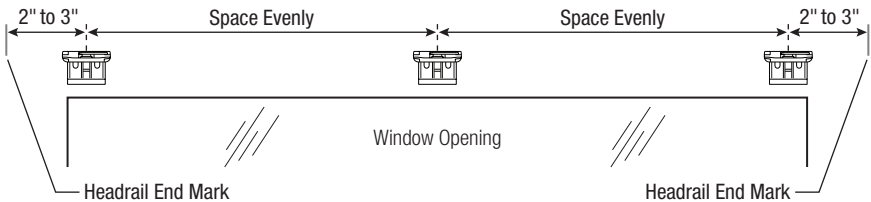
- Use pliers or heavy-duty scissors to remove both the top and bottom tabs on the installation brackets.

NOTE: Save these tabs once removed. They may be used as shims, if necessary.



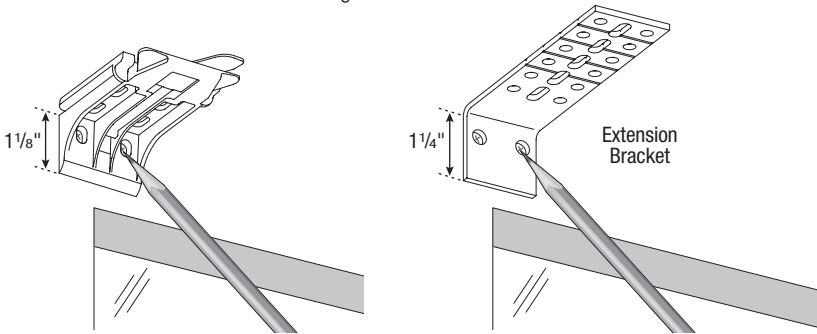
Mount the Installation Brackets

- Center the headrail over the window opening at the desired height. Use a pencil to lightly mark each end of the headrail.
 - Alternatively, measure the width of the headrail and use that width to mark the headrail end points over the window opening.
- Mark 2" to 3" from each end of the headrail.
 - If more than two installation brackets came with your order, space additional bracket(s) evenly between the two end brackets and mark their location. Mount into wood whenever possible.



- Center the installation brackets or extension brackets on your marks and mark where to drill the screw holes.
- A minimum 1 1/8" flat vertical surface is required for the installation brackets. Extension brackets require 1 1/4".
- The tops of the installation brackets or extension brackets should be at the desired height. The brackets should be level and aligned.

CAUTION: The rear of the brackets must be flush against a flat mounting surface. Do not mount brackets on curved molding.

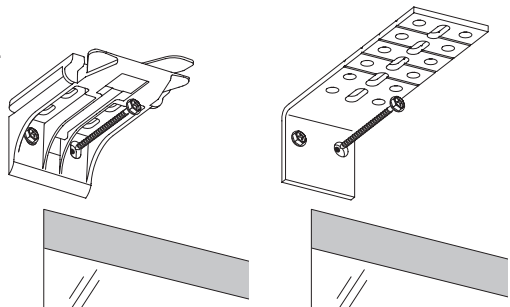


- Drill the screw holes using a 3/32" drill bit.

CAUTION: Use drywall anchors when mounting into drywall.

- Attach the installation or extension brackets using the screws provided.

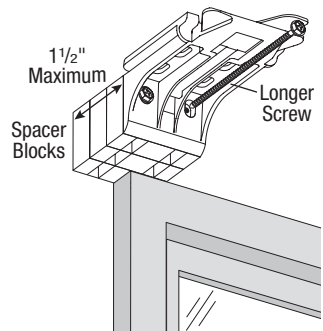
IMPORTANT: The tops of the installation brackets or extension brackets must be level with their front edges aligned.



- If using spacer blocks, attach the spacer block(s) and installation bracket to a flat vertical mounting surface with #6 screws long enough for a secure installation.

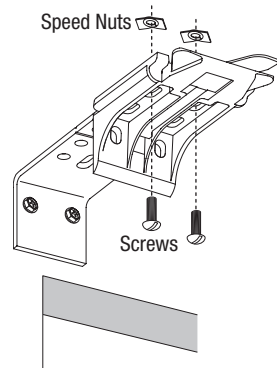
IMPORTANT: Do not add more than 1 1/2" of clearance using spacer blocks.

IMPORTANT: The tops of the installation brackets must be level with the front edges aligned.



INSTALLATION

- If using extension brackets, attach an installation bracket to the underside of each extension bracket using the speed nuts and screws provided.

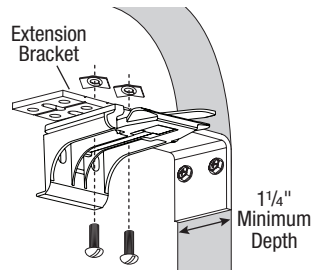


Proceed to “Install the Shading” on page 9.

Mount the Installation Brackets — End Mount

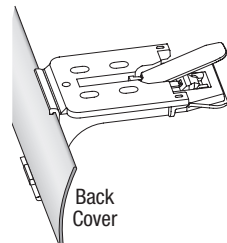
End mount the headrail when conventional mounting techniques will not work — for example, in an arched window opening.

- Mount the extension brackets on a flat vertical surface at least 1 1/4" wide.
 - Add 1/4" to the minimum depth if using the optional back cover.
- Attach the installation brackets to the extension brackets using the provided screws and speed nuts.



WARNING: To end mount shadings into a surface other than a secure wall stud, use medium to heavy-duty wall anchors (not provided) matched to the wall thickness. Failure to mount the brackets securely may result in injury or property damage.

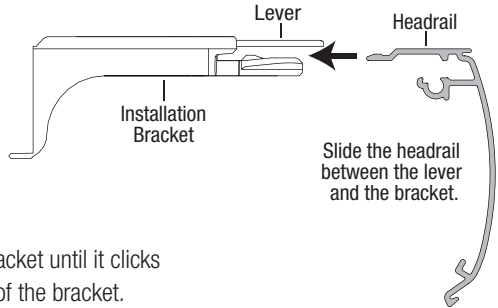
- **If using the optional back cover:** Install the cover into the back cover brackets. If necessary, trim the back cover to the desired width.



Proceed to “Install the Shading” on page 9.

Install the Shading

- Position the shading so that the front faces you.
- Slide the headrail into the installation brackets so the edge of the headrail is between the lever and the bracket, as shown.
- Firmly push the headrail into each bracket until it clicks and the lever snaps to the right side of the bracket.

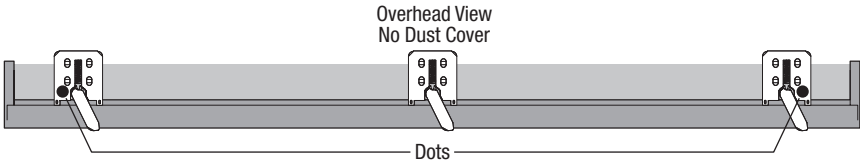
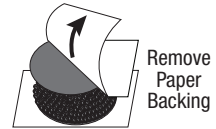


IMPORTANT: Carefully pull on the headrail at each bracket to ensure it is installed securely.

Attach the Dust Cover (Optional)

The dust cover is used to protect the top of the headrail from exposure to dust on outside mounted shadings.

- Cut the dust cover to desired width.
- Remove the paper backing on one side of the hook and loop fastener dots.
- Apply the dots to the installation brackets on each end of the shading.



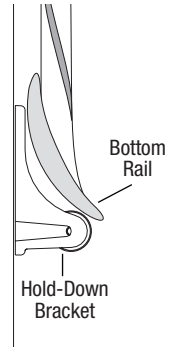
- Remove the remaining paper backing from the dots.
- Center the dust cover over the top of the shading, above the dots.
- Press the dust cover down onto the dots.



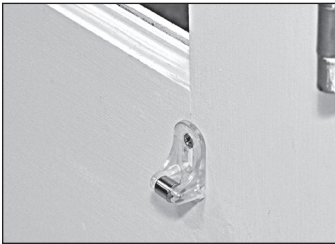
INSTALLATION

Attach the Magnetic Hold-Down Brackets (Optional)

- Lower the shading, keeping the vanes closed.
- Place the magnetic hold-down bracket onto the bottom rail just inside the end cap, oriented as shown.
- Hold the bracket while opening and closing the vanes. (It may be necessary to have someone else assist you.) Adjust the bracket to the best overall position.
- Mark the screw location using the mounting options shown below.
 - The screw should be placed in the middle of the channel. This will allow for adjustment.



Outside Mount



Preferred



Alternate

Inside Mount

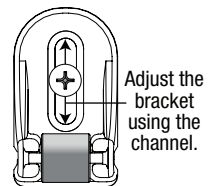


Preferred



Alternate

- Drill the screw holes using a $\frac{3}{32}$ " drill bit.
- Attach the hold-down brackets to the mounting surface using the screws provided.
- If necessary, adjust bracket height by loosening the screw and sliding the bracket up or down.



Operate the Shading

To Lower the Shading

- With your thumb on the front of the handle and fingers on the back, gently pull down on the handle. The handle will retract when released.

To Open the Vanes

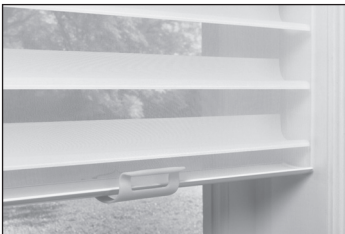
- Lower the shading all the way down and continue pulling down on the handle until the vanes open.

To Close the Vanes and Raise the Shading

- Pull down on the handle slightly (about 1") and release the handle. The vanes will close first and then the shading will retract into the headrail.

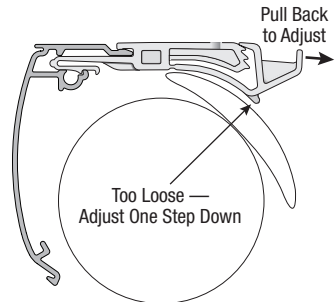
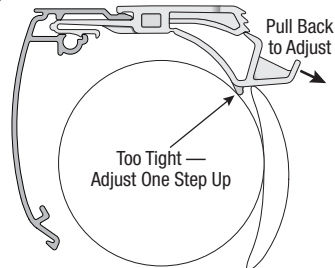
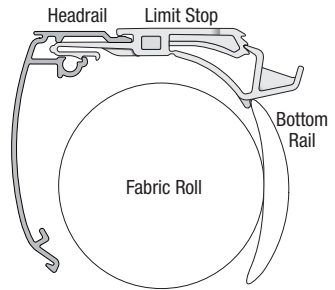
NOTE: With inside mounted shadings, you may need to pull the bottom rail away from the window to release the locking mechanism.

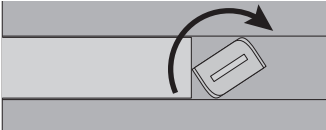
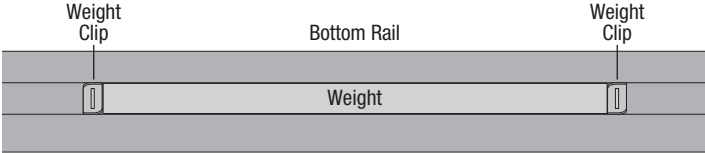
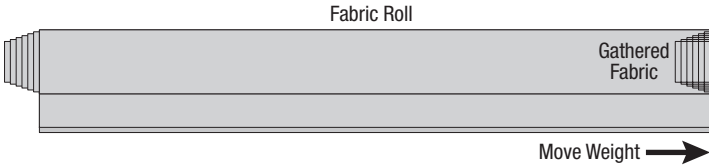
IMPORTANT: To reposition the shading, it must be raised several inches first to reset the mechanism and then pulled down to the new position.



Troubleshooting

Problem	The shading will not snap into the installation brackets.
Solution	Check that the installation brackets are aligned and level. Check that the locking tab on the installation bracket slides over the headrail.
Problem	The shading is hard to raise or lower, or the bottom rail does not stop at the top limit.
Solution	<p>Check the adjustment position of both limit stops. The top illustration shows the correct adjustment. The limit stop catches the bottom rail, and the bottom of the limit stop is slightly above or barely touching the fabric roll.</p> <p>In the second illustration, the limit stop adjustment is too tight. The fabric may not drop freely and could even be damaged when the shading is raised. To correct this, the limit stop should be adjusted one step up. Simply pull back on the rear of the limit stop to adjust its position.</p> <p>In the bottom illustration, the adjustment is too loose. The bottom rail can slip under the limit stop. If the bottom rail rotates through the headrail, it must be backed out before adjusting the limit stop.</p> <p>IMPORTANT: Both limit stops must be adjusted to the same position or else skewing may occur.</p>



Problem	The shading is hard to raise or lower, or will not raise or lower.
Solution	<p>Shadings cannot be forced into tight inside mount window openings. If an inside mount, check that the shading is installed correctly. Make sure there is clearance between the ends of the shading and the window casement.</p> <p>Check that the installation brackets are level. Shim to level, if necessary.</p> <p>Check that the shading fabric is not catching on any brackets or window components.</p>
Problem	The shading raises or lowers unevenly, the fabric rubs against one end of the headrail, or the bottom rail is uneven when fully raised.
Solution	<p>Check that the window is square by measuring the diagonals.</p> <p>Check that the installation brackets are level. Shim to level, if necessary.</p> <p>Adjust the bottom rail weight. See below.</p> <p>Adjusting the Bottom Rail Weight</p> <ul style="list-style-type: none"> ■ Release the weight clips by inserting a flat blade screwdriver into the weight clip and turning clockwise.   <ul style="list-style-type: none"> ■ Move the weight in 1" increments toward the side where the fabric is gathering.  <ul style="list-style-type: none"> ■ Secure the weight clips in position by turning them counterclockwise after making the adjustment. ■ Test and, if necessary, adjust again.

OPERATION

Problem	Vanes do not align on side-by-side shadings.
Solution	<p>Vane alignment is only guaranteed within 1/4" when shadings are ordered at the same time, at the same height, with the same color and fabric, and when specified on the order form.</p> <p>Check that the windows are square and the same height.</p>

Removing the Shading

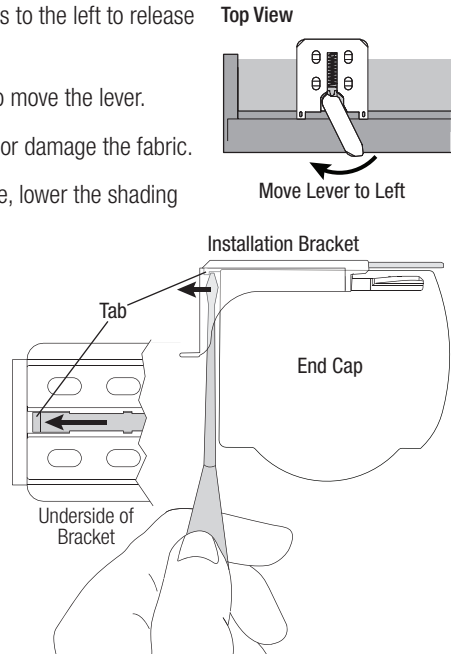
- Move each lever of the installation brackets to the left to release the shading.

- A flat blade screwdriver can be used to move the lever.

CAUTION: Be very careful not to tear or damage the fabric.

- If the lever is inaccessible or inoperable, lower the shading until you can see the underside of the bracket. Carefully reach a small flat blade screwdriver behind the shading to the tab on bottom of the bracket between the screw holes.
- Push the tab away from the shading and pull the headrail to release it from the bracket.

- Carefully pull the shading to remove it from the brackets.



Cleaning Procedures

Window Shadings are made of 100% polyester, which means they are inherently durable and resilient. However, care must be taken to avoid wrinkling the fabric, particularly where the vanes meet the facings.

Dusting

- Regular light dusting with a feather duster is all the cleaning needed in most circumstances.

Vacuumping

- Use a low suction, hand-held vacuum for more thorough dust removal.

Forced Air

- Blow away dirt and debris between the vanes using clean compressed air.

Spot-Cleaning

- Do not spot-clean Window Shadings.

Ultrasonic Cleaning

Window Shadings can be ultrasonically cleaned by a professional with the exception of light-dimming fabrics.

- Specify that a mild detergent solution be used.
- Never immerse the headrail in the solution.
- Dry the shading completely in the lowered position.

Injection/Extraction

Window Shadings can be professionally cleaned using the injection/extraction method.

- A dry method of injection/extraction is required for light-dimming fabrics.
- Never immerse the headrail in the solution.

Electrostatic Cleaning

Do not use electrostatic cleaning wipes on any shadings.

A Note About Fabrics

As with all textiles, Window Shading fabrics are subject to some variations. Slight wrinkling, puckering, or bowing is inherent to this textile product and should be considered normal, acceptable quality. These characteristics are not usually visible from the front or rear but may be visible from a side angle.

Precautions should be taken to reduce exposure to harsh environmental elements, such as salt air. Continuous exposure through open windows and doors will accelerate the fabric deterioration.

