Lutron®
skylight shade (4.75 in frame) tension shade

Chassis Installation Instructions

⚡ **LUTRON**®

Lutron® | skylight shade (4.75 in frame) tension shade

The Skylight Shade Chassis Installation Guide is a complement to the enclosed Basic Wiring and Setup Guide. The Chassis Installation Guide describes the mechanical installation. The Basic Wiring and Setup Guide describes the wiring and setup to verify proper function of the skylight shade. For system and advanced wiring and programming, please refer to the Wiring and Programming Guide.

Installation instructions

Tools required:

Tape Measure	1/4 in Hex-Head Driver
Wire Cutter/Stripper	Level
Pliers	Power Drill
#2 Phillips Screwdriver	3/32 Allen Wrench
	Stud Finder

Notes:

1) Complete wiring information can be found in the *Sivoia QED* Wire and Programming Guide, P/N 045-038 or at www.lutron.com.
2) The Electronic Drive Unit (EDU) will need to be powered to complete installation.

**Box contents:**

(8) Mounting Clips

(4) Fascia Screws
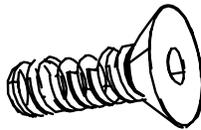
(1) 7-Pin terminal block
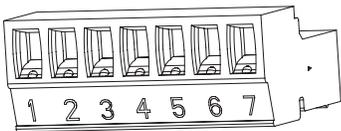
(1) Screwdriver
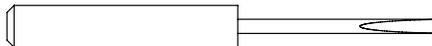
Box contents (continued):

* Each of the four fascia pieces and frame are labeled to indicate their installed position. They are labeled Drive End Fascia, Pulley End Fascia, Left Fascia and Right Fascia. The Right Fascia attaches to side A labeled Right Side of the skylight frame and Left Fascia attaches to side B labeled Left Side. Depending on the installers position, the left and right sides may appear reversed. The vantage point of the installation shown in this guide requires the sides to be reversed, to best describe the steps necessary to install the skylight shade.
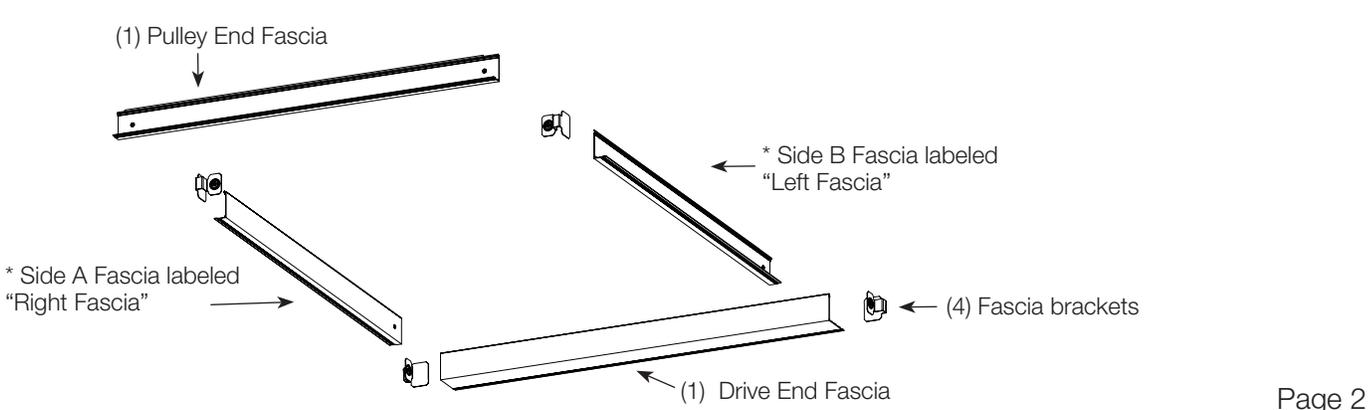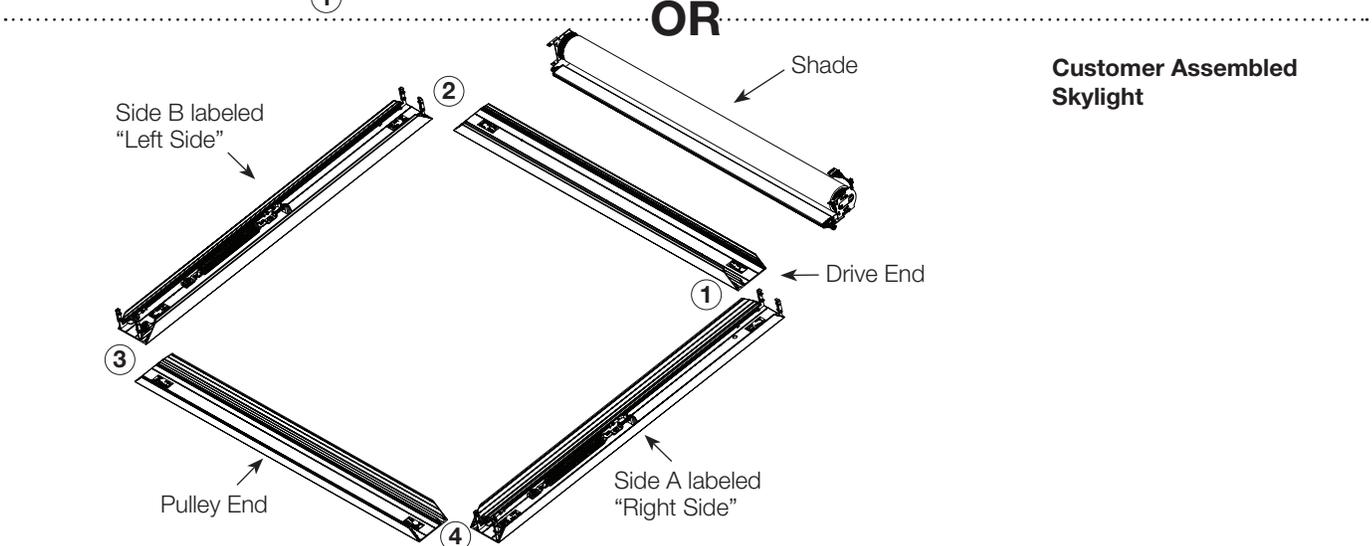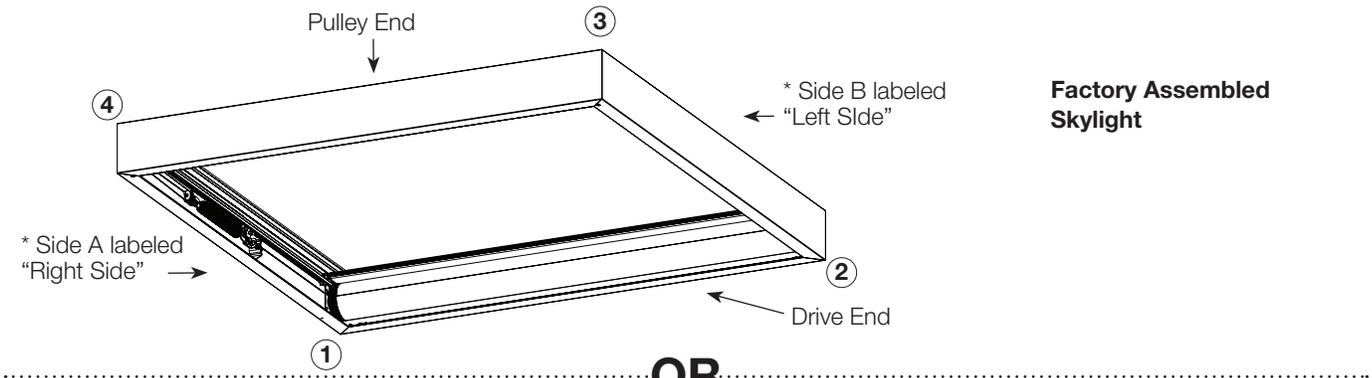
Pulley End ③

④

* Side B labeled
← "Left SIde"

**Factory Assembled
Skylight**

* Side A labeled
"Right Side" →

②

Drive End

①

OR

Shade

**Customer Assembled
Skylight**

②

Side B labeled
"Left Side"

Drive End

①

③

Side A labeled
"Right Side"

Pulley End

④

(1) Pulley End Fascia

* Side B Fascia labeled
← "Left Fascia"

* Side A Fascia labeled
"Right Fascia" →

← (4) Fascia brackets

(1) Drive End Fascia

⚠️ **CAUTION:** Risk of bodily injury, follow all installation instructions.

Notes:
- **Codes:** Install in accordance with all local and national electrical codes.
- **Environment:** Ambient operating temperature: 32 °F to 104 °F (0 °C to 40 °C), 0 to 90% humidity, non-condensing. Indoor use only.
- 2 people required for install.

1 Assembling the frame (customer assembled skylight option)

If your skylight shade arrived pre-assembled, proceed to step 2.

The following steps illustrate the installation of customer assembled skylight. The procedure to install the customer assembled skylight frame in the well is identical. With the exception that the shade is installed into the frame after the frame is installed in the skylight well.

1.1 Lay the four sides of the frame out on the floor with the matching corners adjacent to each other and with sky arrows pointing to the floor.

Loosen, but do not remove these 4 screws in each corner

Corner **2**

Corner **1**
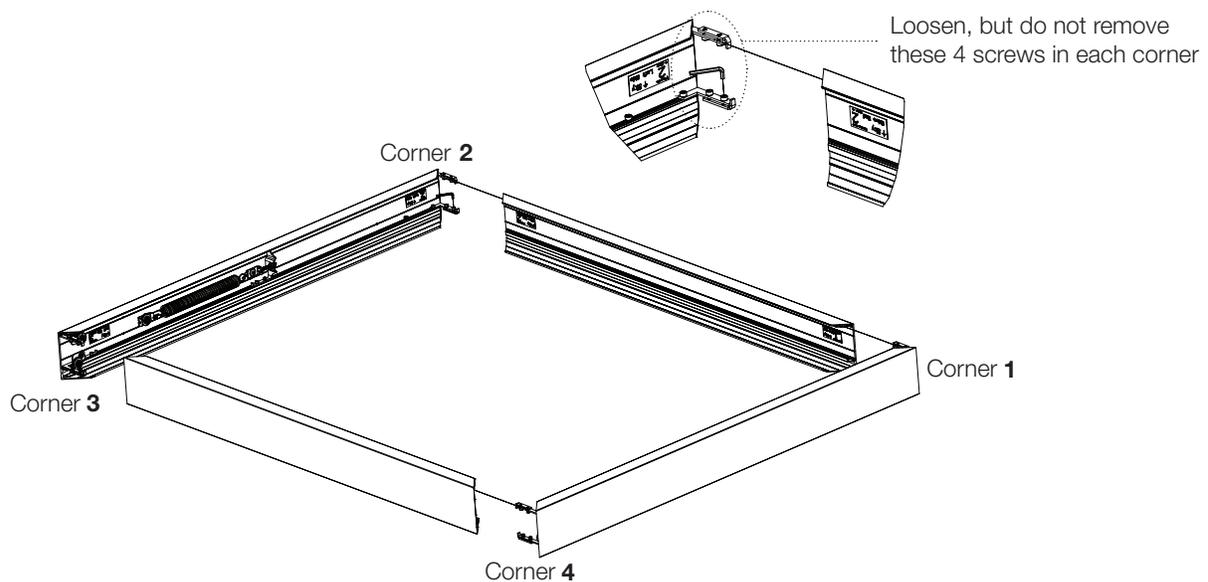
Corner **3**

Corner **4**

1.2 Loosen the four screws on the corner brackets at each end of the right and left side until they are fully loosened without removing them completely.

1.3 Slide each corner together by inserting the loosened corner bracket into the slot in the adjacent piece that makes the corner. Start with the two pieces marked corner **1** and proceed in order to corner number **4**.

## **1** Assembling the frame (continued) (customer assembled skylight option)

1.4 Loosely tighten the four screws on each of the four corner brackets.

1.5 Inspect each corner and push together to until there is no gap between the tow pieces of frame that form the corner.

1.6 While holding the corner together fully tighten each of the screws.

Loosely tighten screws in all four corners

* Side B labeled "Left SIde"

Drive End

Pulley End →

* Side A labeled "Right Side"
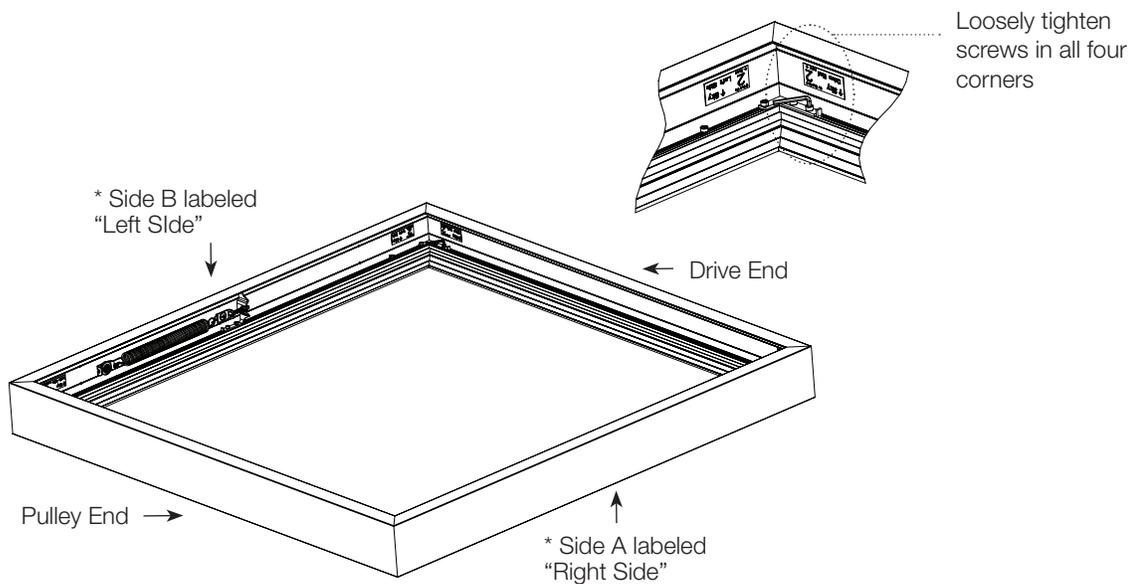
1.7 Flip frame over so that arrows point toward sky. As shown below.

Pulley End

* Side B labeled "Left SIde"

* Side A labeled "Right Side" →
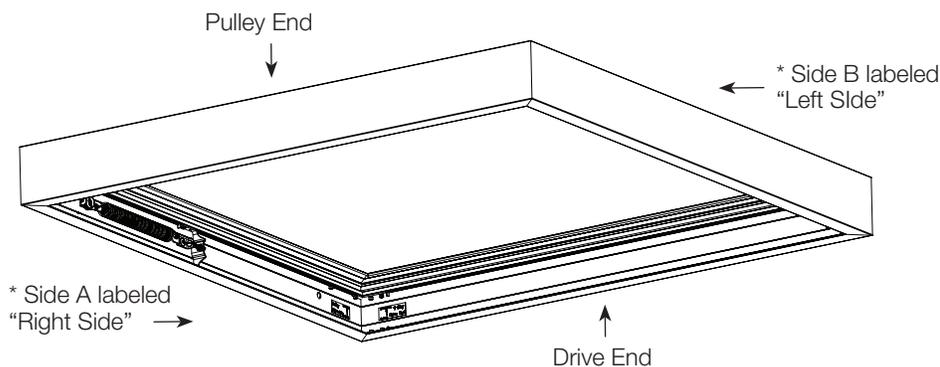
Drive End

2   Preparing the skylight well for installation

2.1   The 4 sides of the skylight frame are referred to as the Drive End, Pulley End, Side A, and Side B. The fascia is marked accordingly for easy identification and placement.

Note: Right Fascia attaches to Side A and Left Fascia attaches to Side B.
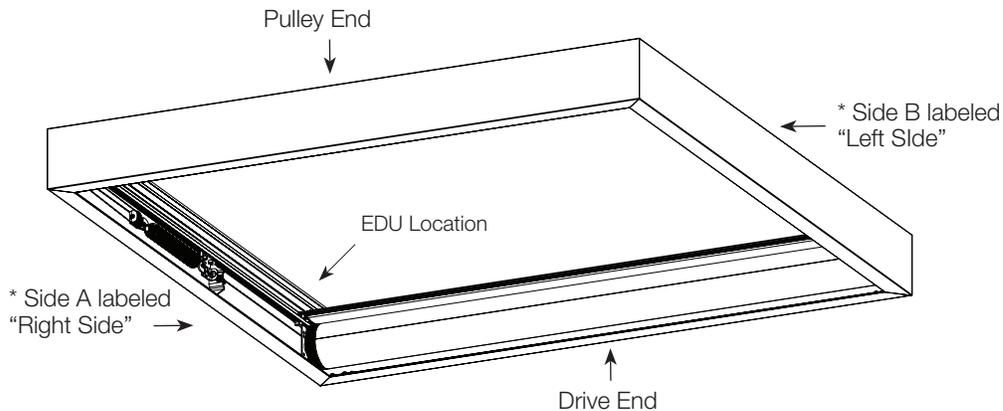
Pulley End

* Side B labeled "Left SIde"

EDU Location

* Side A labeled "Right Side"

Drive End

Note: Factory assembled skylight shown. Follow the same procedure for Customer Assembled Skylight.

2.2   The wiring for the skylight Electronic Drive Unit (EDU) needs to be located at the drive end on the side of the skylight where the EDU is located. The diagram below shows wiring for skylight with EDU on Side A.

Pulley End

Side B

Side A

Drive End

**2.3** Mark the location of the studs on all four sides of the well.

2.4 Mark a level line around the perimeter of the well for the location of the bottom of the frame.

2.5 Measure and note the location of the prewire location corner of the well where the drive is located.

2.6 Measure and note the location of the studs on the Side A and Side B of the well starting at the drive end of the well.
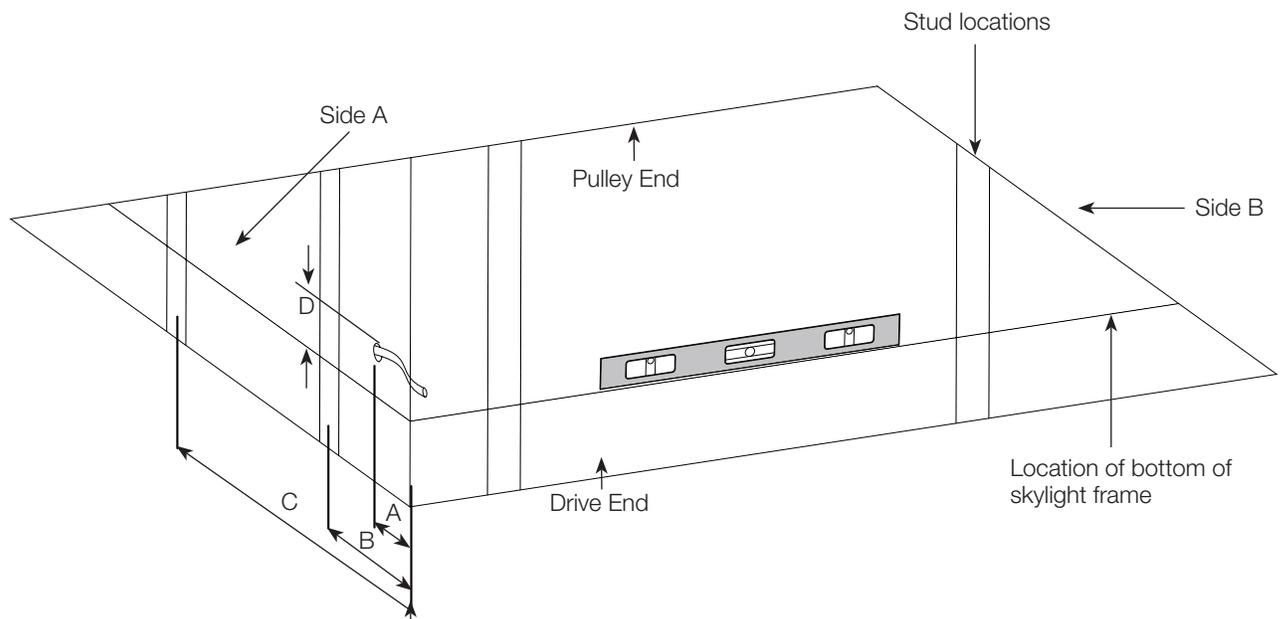

Dimension A: 7-9 in
Dimension B: 16 in MAX

2   Preparing the skylight well for installation (continued)

2.7   Eight installation clips are provided to hold the skylight in position until it can be securely fastened to the skylight well.

2.8   Install two clips on each of the four sides of the well.

2.9   Install clips such that the top of the tab on the clip is level with the line indicating the bottom of the skylight frame. These clips will be rotated out of the way behind the frame after the skylight is securely installed in the well.

Tab on mounting clips

Location of the bottom of the skylight frame

2.11 Mark the prewire location on the frame and drill a 5/8 in diameter hole through the frame

2.12 Mark the location of the studs on Side A and Side B of the frame

2.13 Drill a 3/16 in hole through the frame in the stud location at each of the 2 grooves on the inside of the frame

Side B

Side A

Note: Factory assembled skylight shown. Follow the same procedure for Customer Assembled Skylight.

3/16 in Dia
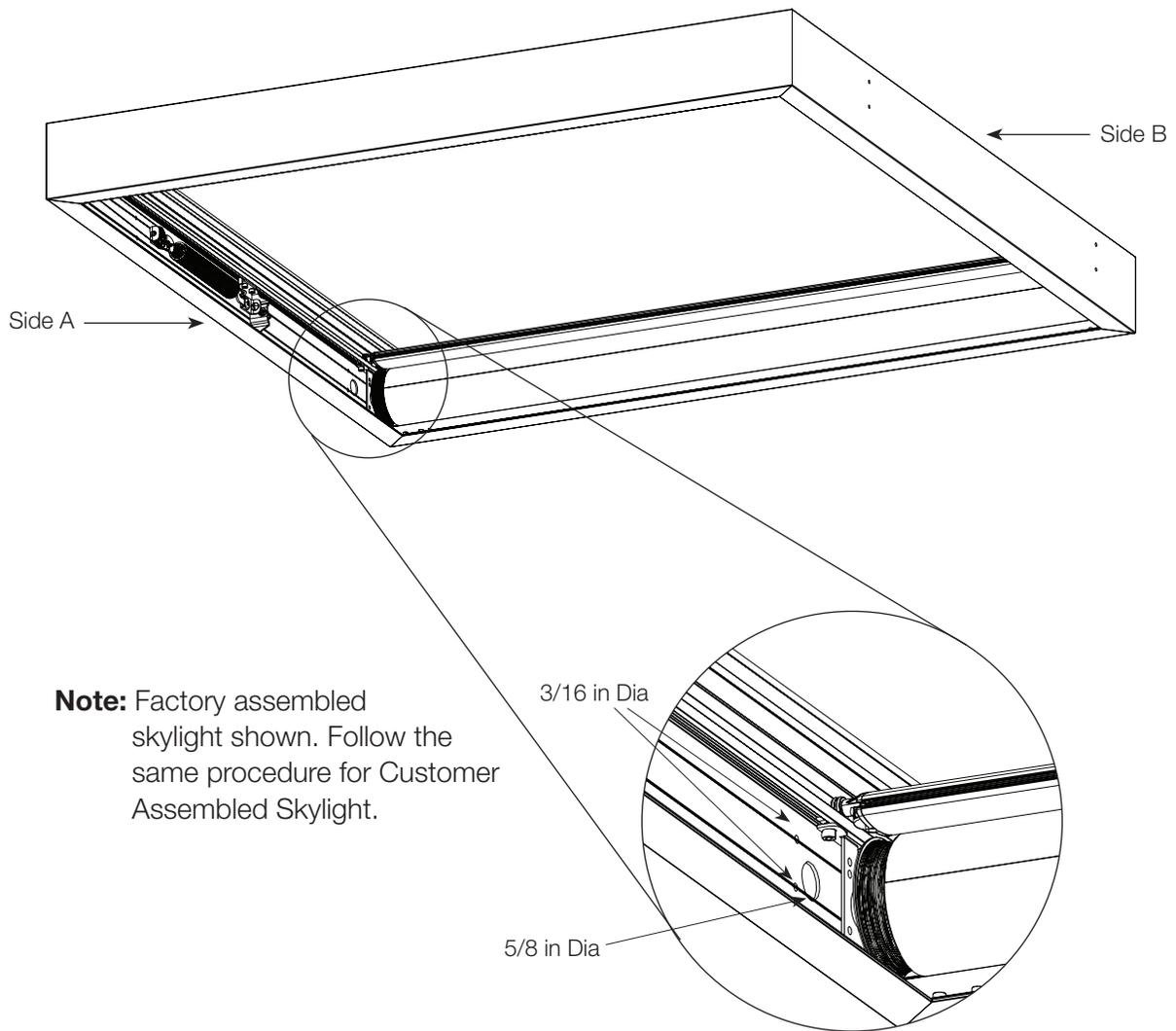
5/8 in Dia

3   Pre installing IR receiver (if applicable)

3.1   Insert IR receiver connector through the 5/8 in diameter hole so the connector is located on the inside and the receiver dome is located on the outside of the frame.
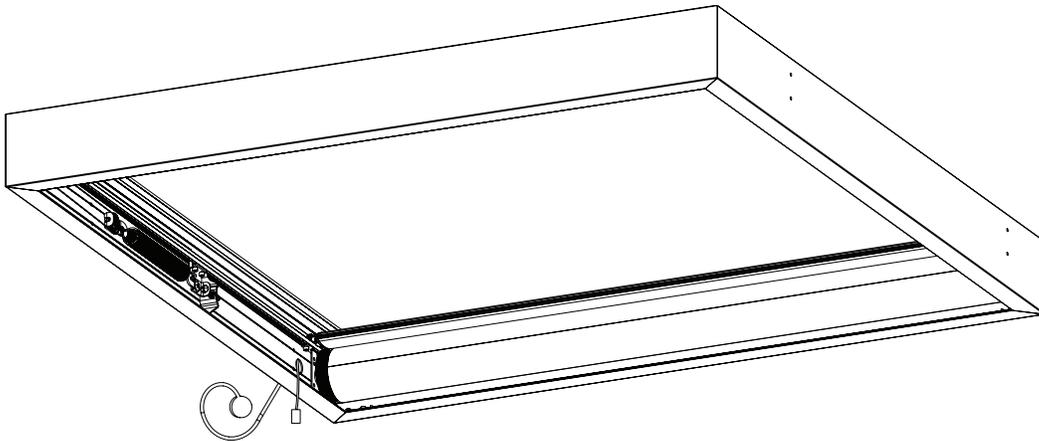
**Note:** Factory assembled skylight shown. Follow the same procedure for Customer Assembled Skylight.

4   Installing skylight shade in well

4.1   Carefully lift the skylight frame into well while feeding the cable through the pre-drilled 5/8 in hole in the frame. Use care not to pinch the IR Receiver cable.

4.2   Insert the frame until it snaps securely into the mounting clips on all four sides of the frame. The clips will hold the frame into place until it is securely mounted into the studs.

4.3   Loosely screw the frame into place using #10 X 3 in screws through all the predrilled 3/16 in diameter holes in Side A and Side B of the frame and into the wall studs.
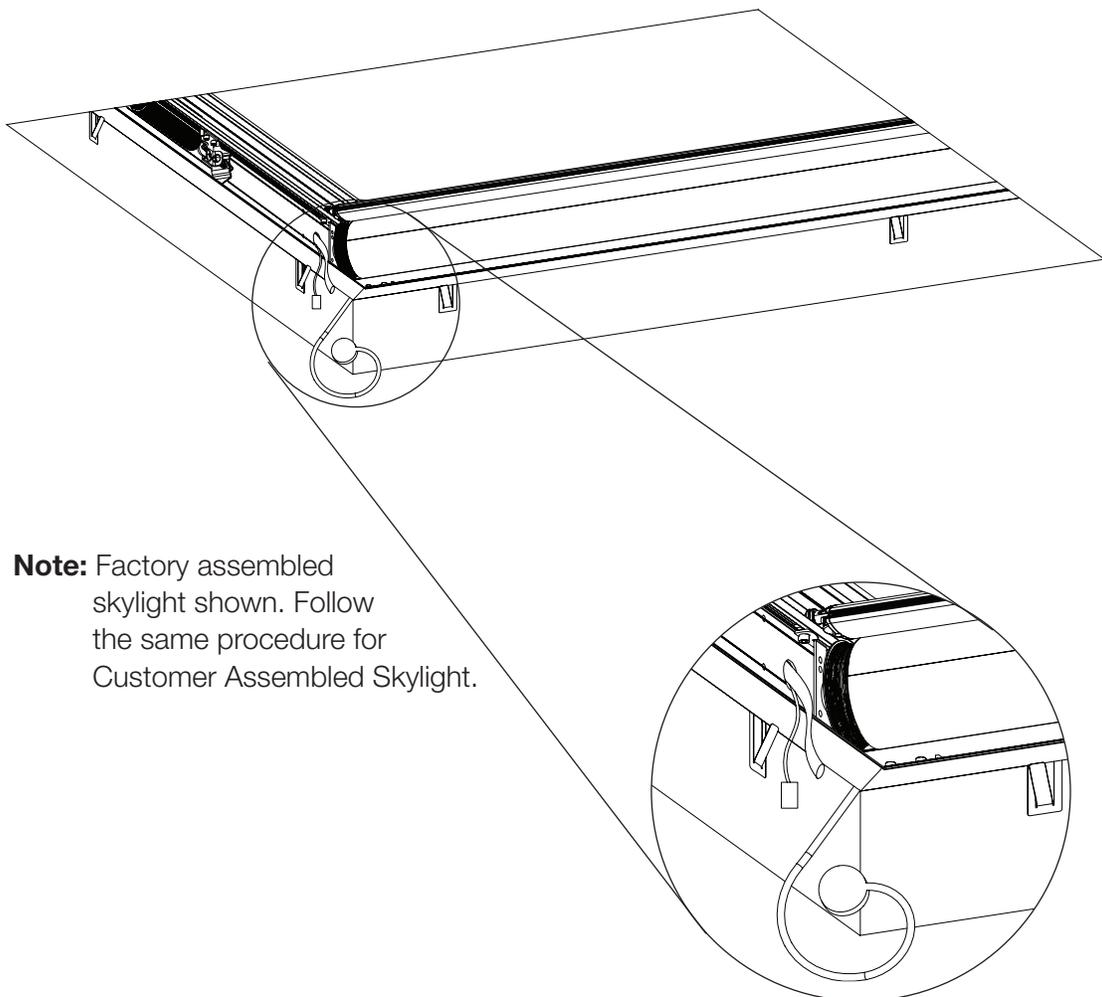
Note: Factory assembled skylight shown. Follow the same procedure for Customer Assembled Skylight.

5   Squaring and shimming frame

5.1   For proper operation the skylight frame must be square

5.2   Measure the frame across both diagonals and install shims, if necessary, such that A and B are within ¼ in of each other.

5.3   Tighten mounting screws. Add additional shims if necessary to prevent frame from bowing. Verify that diagonals are within ¼ in.
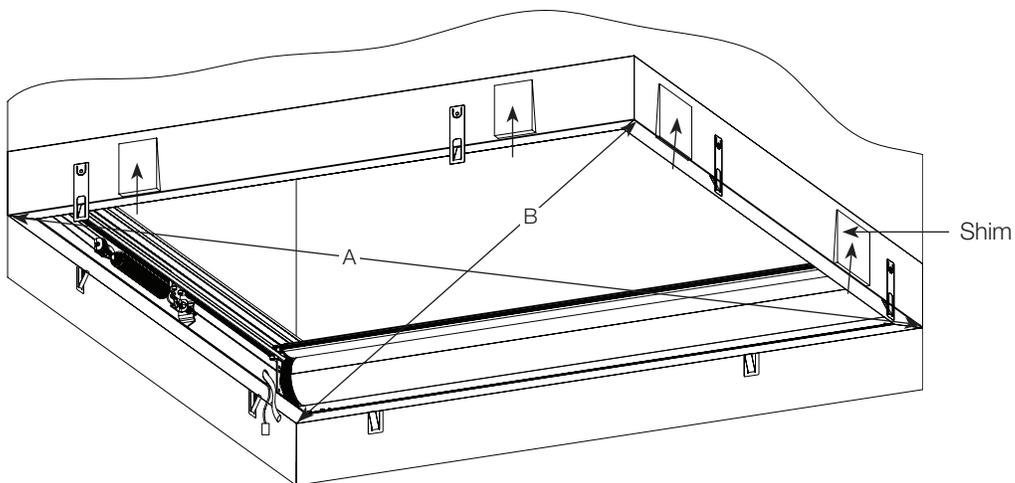
Note: Factory assembled skylight shown. Follow the same procedure for Customer Assembled Skylight.

6   Hide Mounting Clips

6.1 Depress tongue on mounting clips and rotate behind the frame until they are no longer visible.
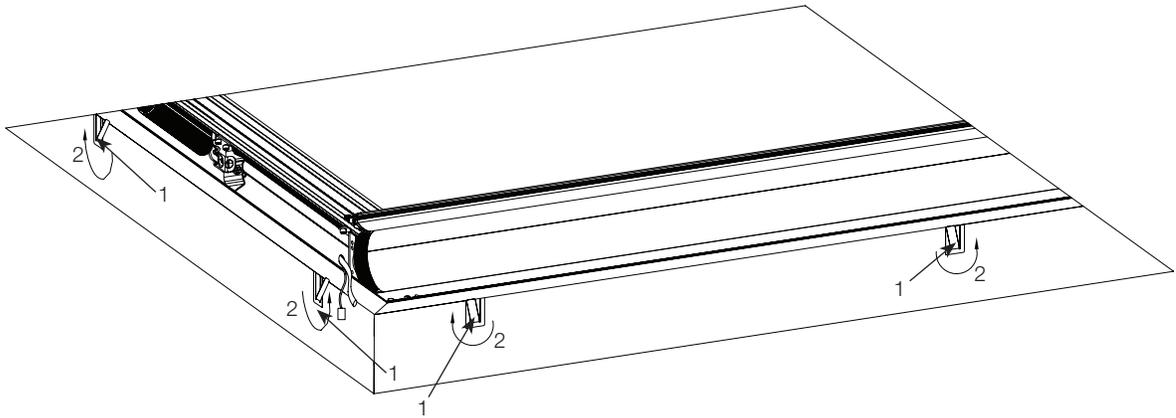
Note: Factory assembled skylight shown. Follow the same procedure for Customer Assembled Skylight.

7   Mounting IR receiver (if applicable)

7.1 Refer to the *Sivoia QED* Basic Wiring and Setup Guide (045-167) to connect IR Receiver to the EDU wiring harness.

7.2 Attach the IR receiver dome to the corner of frame using the included double-sided adhesive tape. Tuck any excess cable up between the frame and the wall.

Note: Factory assembled skylight shown. Follow the same procedure for Customer Assembled Skylight.

Tuck excess cable between frame and wall

IR Receiver

Page 13
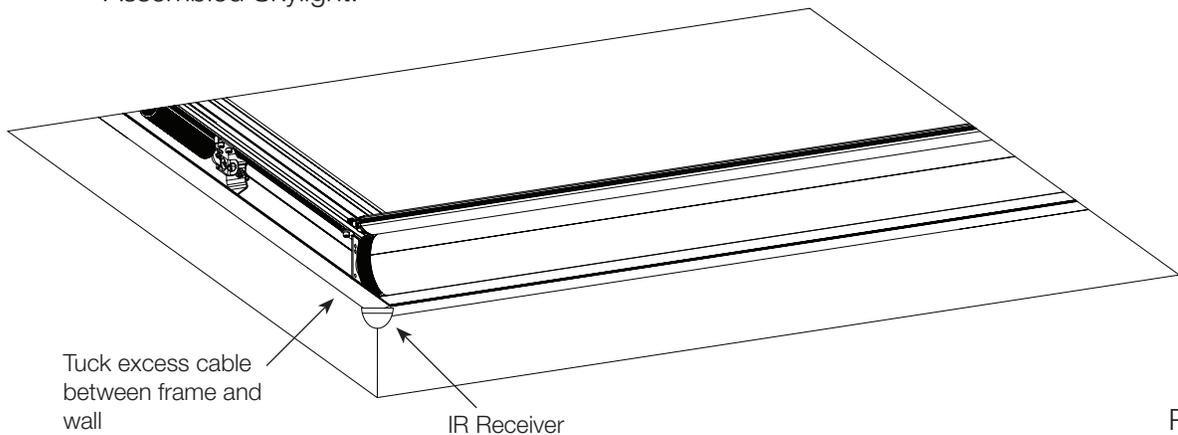
8 Install Shade in Frame
If your skylight shade arrived pre-assembled, proceed to step 9.

8.1 Remove 2 screws from each corner **1** and corner **2** brackets as shown.

Remove 2
screws

Remove 2
screws

Corner **1**

Corner **2**
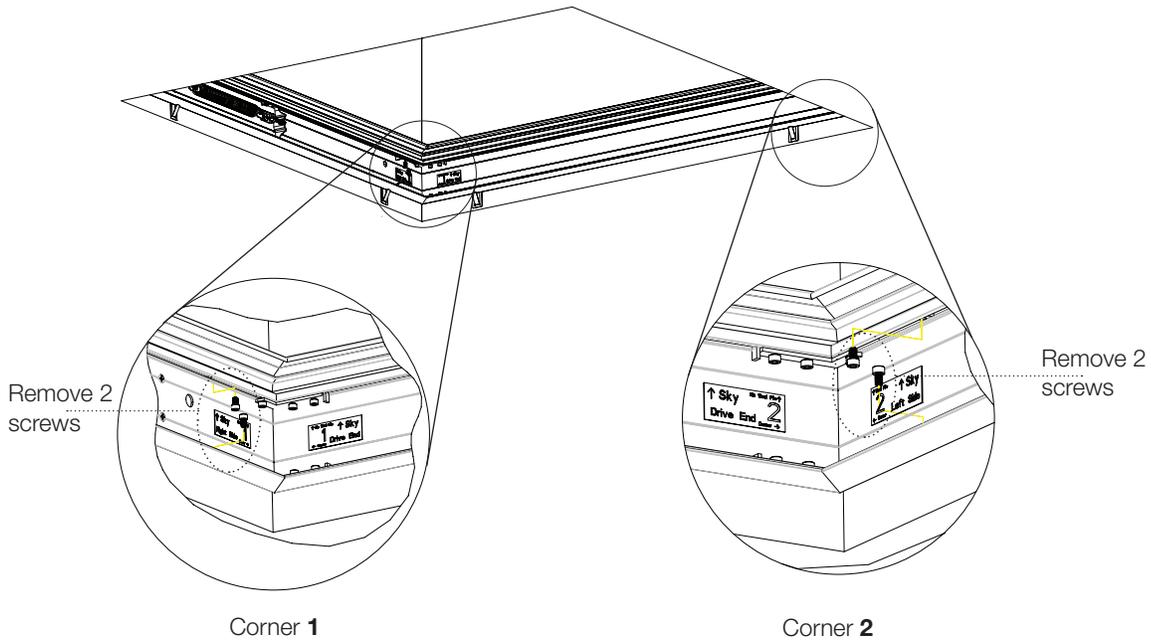
8.2 Insert shade and align shade brackets with the frame brackets

Shade brackets

Frame brackets
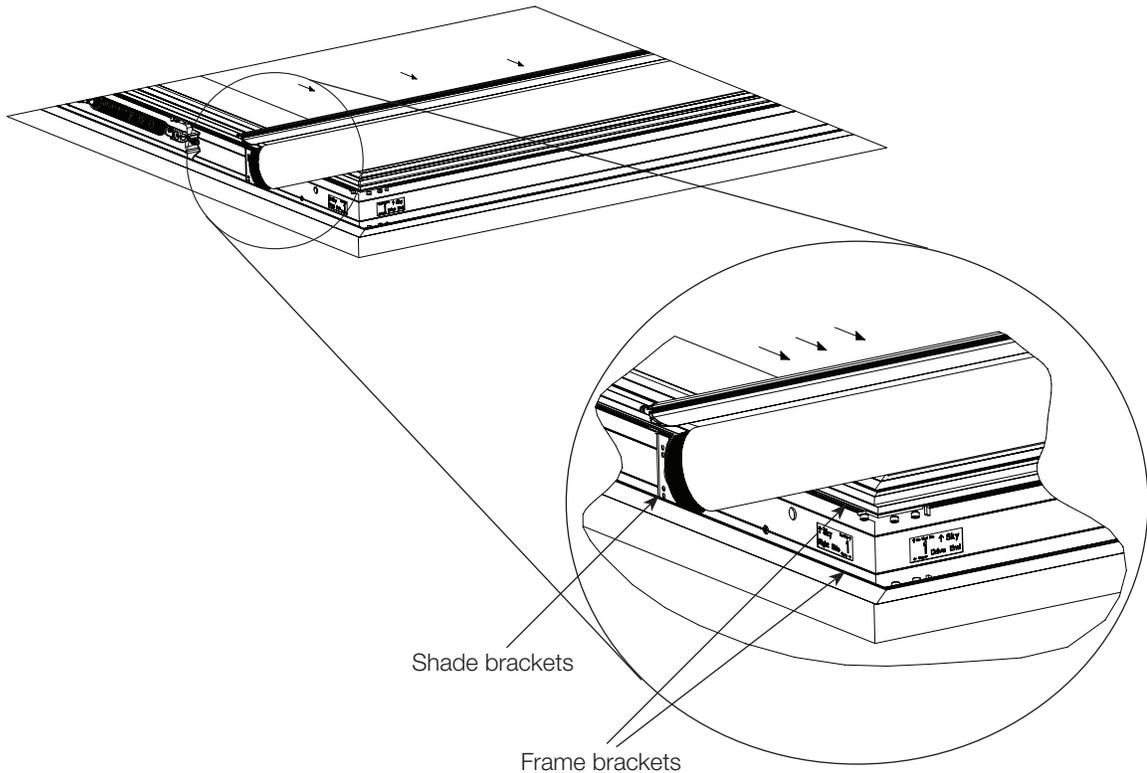
8   Install Shade in Frame (continued)

8.3   Snap in the hembar wheels into the guide tracks on the frame

Hembar
Wheel
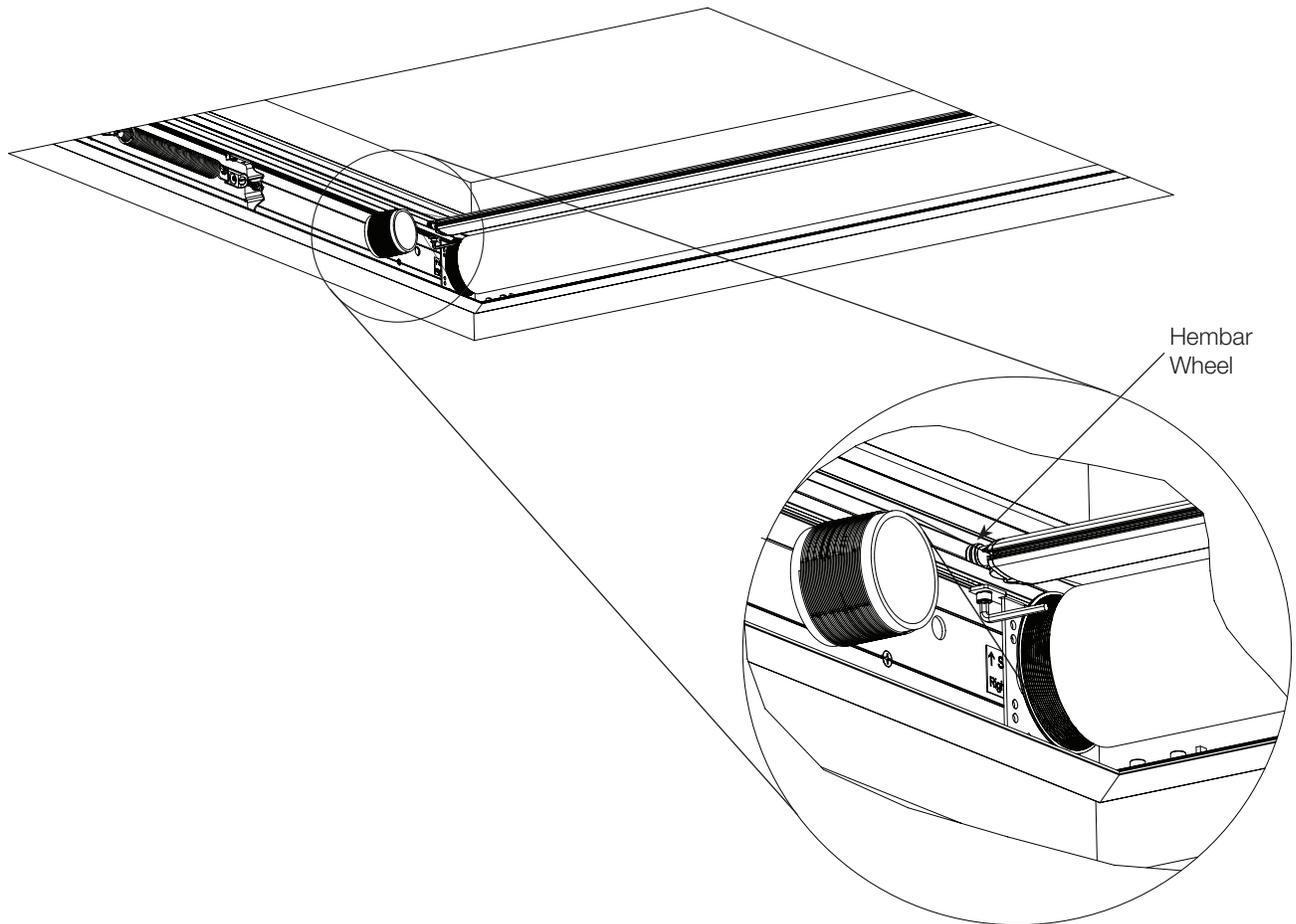
8.4   Reinsert and tighten the 4 screws to secure the shade.

**8.5** **Attaching cable to frame labeled "Right Side."**
- Unroll the cable from the cardboard spool and route through the two corner **2** pulleys
- Pull the loop of the cable through the two pulleys and route it around the spring pulley

Corner **2** pulleys
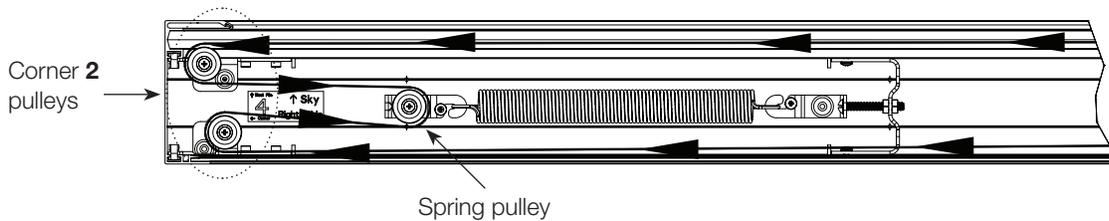
Spring pulley

8.6 **Attaching cable to frame labeled "Left Side."**
NOTICE: Spring must be removed to attach cable to second spring.
- Loosen screw and unhook spring
- Unroll cable from cardboard spool and route through the two corner 3 pulleys
- Pull loop of cable through the two pulleys and route it around the spring pulley

Loosen screw   Unhook spring   Spring pulley

Corner **3** pulleys
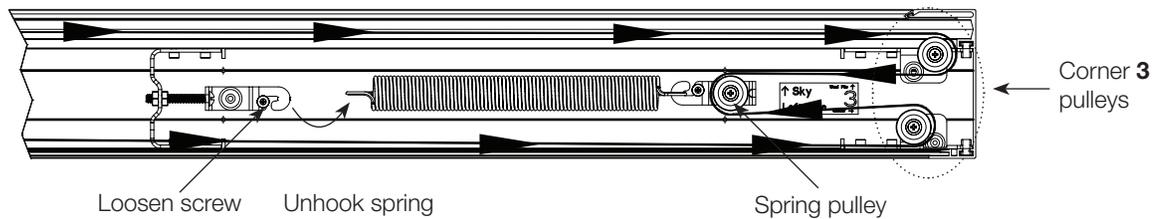
⚠ **CAUTION:** The following steps will put the system under tension.
Failure to secure spring properly could result in personal injury.

- Firmly grasp spring. Stretch and attach it to hook
- Fully tighten screw on hook to secure spring

Attach spring
Tighten screw
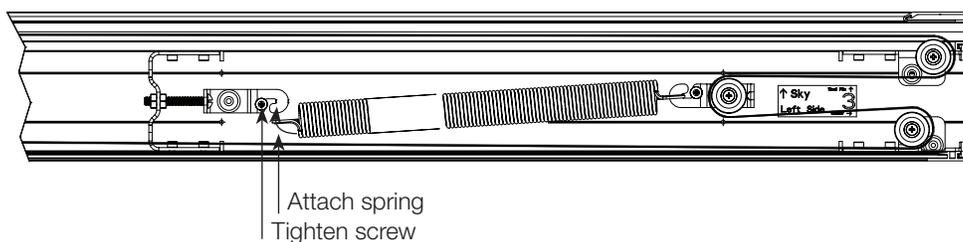
8 Install Shade in Frame (continued)

8.6 Align the cable on the spool (Refer to QED Basic Wiring and Set Up Guide for this)
- · Enter open limit mode
- · Open shade until the hembar just makes contact with the shade roller.
- · Close the shade about 12 in
- · Verify proper orientation of cable on spool (Refer to diagram below for proper alignment of the cable on the spool)
- · Exit open limit mode to resume normal operation

**Misaligned**   **Aligned**
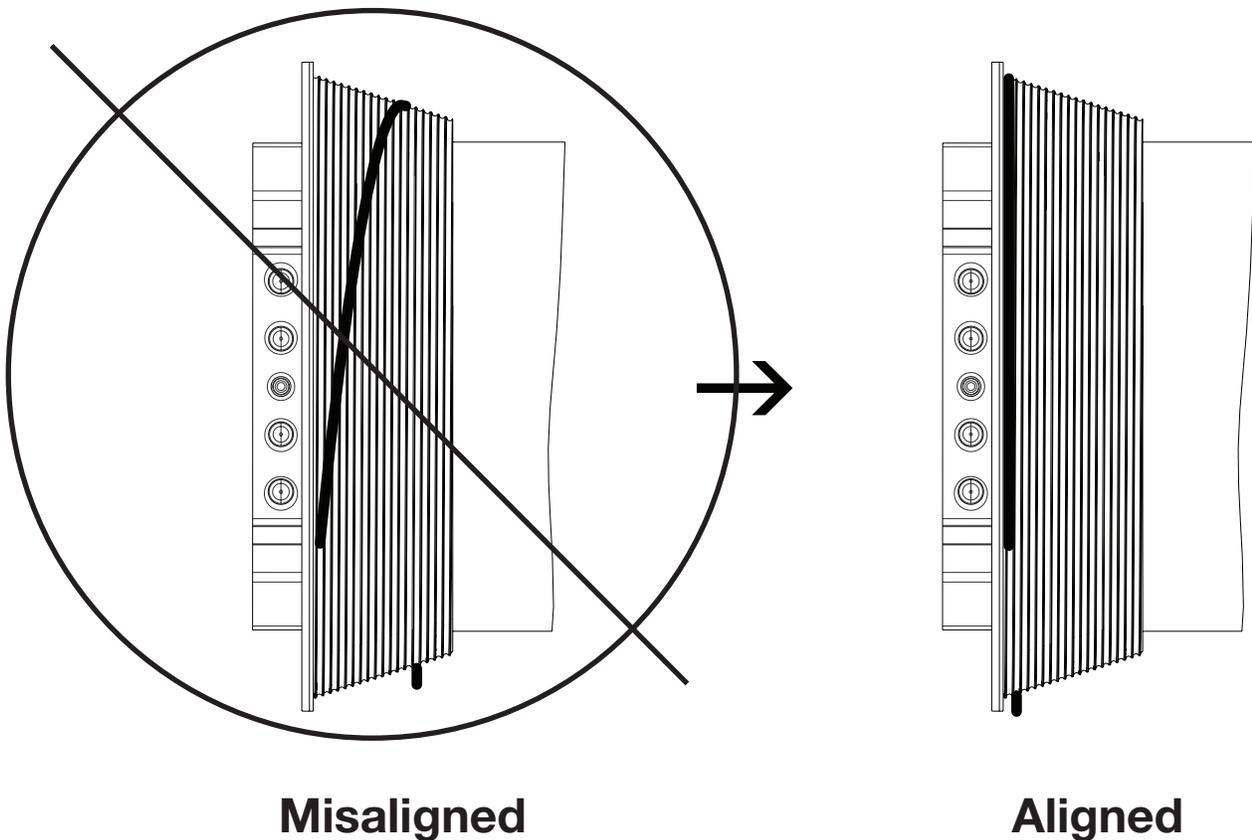
9   Wiring and basic setup

9.1   Refer to the Sivoia QED Basic Wiring and Setup Guide for wiring instructions and basic setup including setting limits. The control panel of the EDU can be accessed by inserting the enclosed small screwdriver between the spool and the bracket. A label on the bracket indicates the button functions.
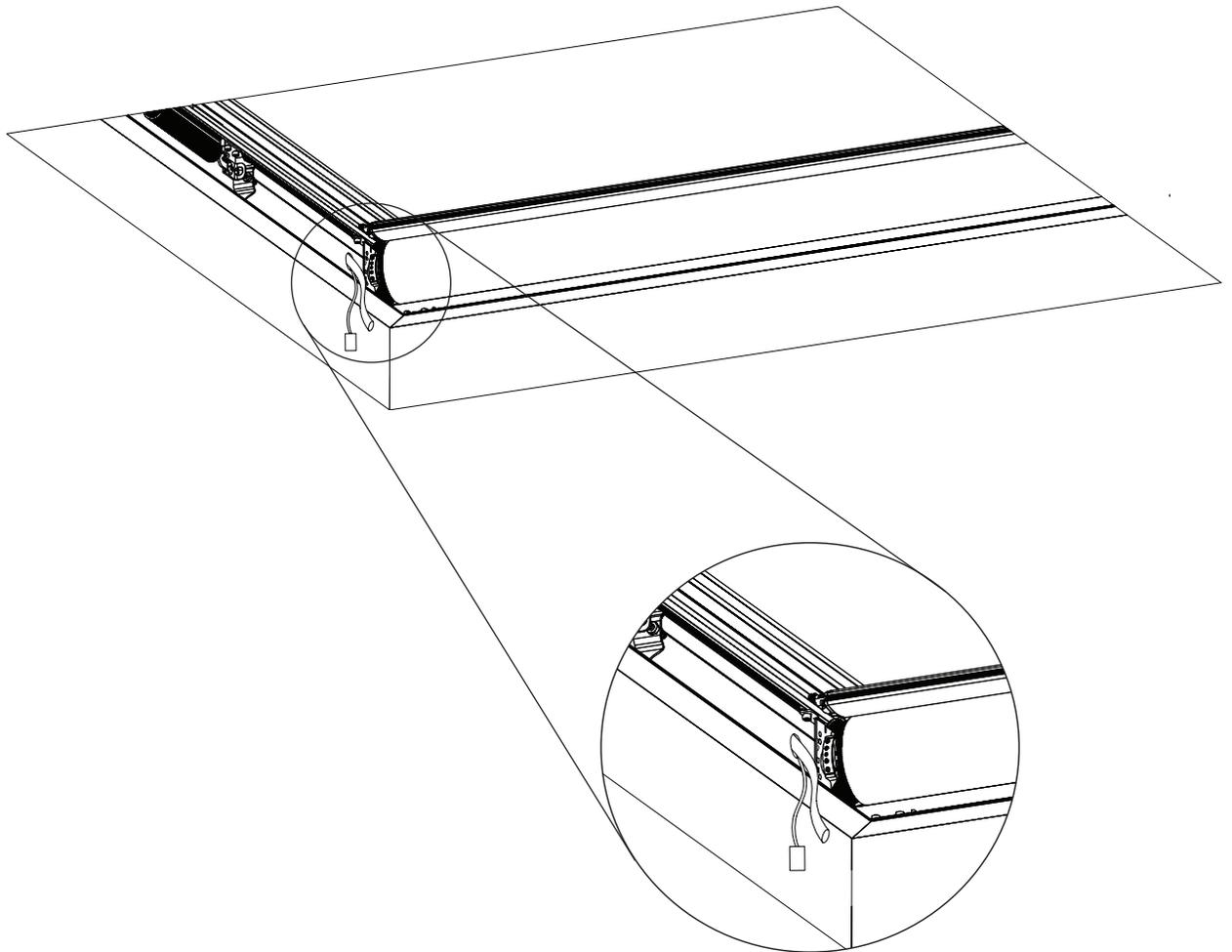
10 Installing fascia

Locating and indentifying componants

10.1
Fascia is included to conceal cable guides and eliminate light gaps around fabric. Fascia is provided for the Drive End, Pulley End, Right Side and Left Side. Four fascia brackets and four screws are included for attaching the fascia to the Skylight frame.

Pulley End Fascia

Side B Fascia
(Labeled "Left Fascia")

Side A Fascia
(Labeled "Right Fascia")
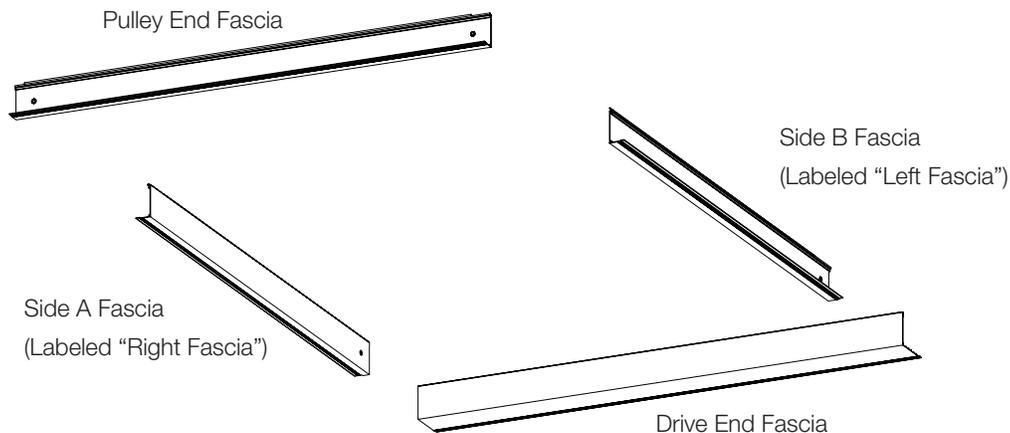
Drive End Fascia

11 Installing brackets in the Fascia

11.1
Slide flat tab of bracket into the end of the Right Fascia and Left Fascia without the hole
Slide the flat tab of the remaining two brackets into the Drive End Fascia

Side B Fascia
(Labeled "Left Fascia")

Side A Fascia
(Labeled "Right Fascia")

Hole

Hole
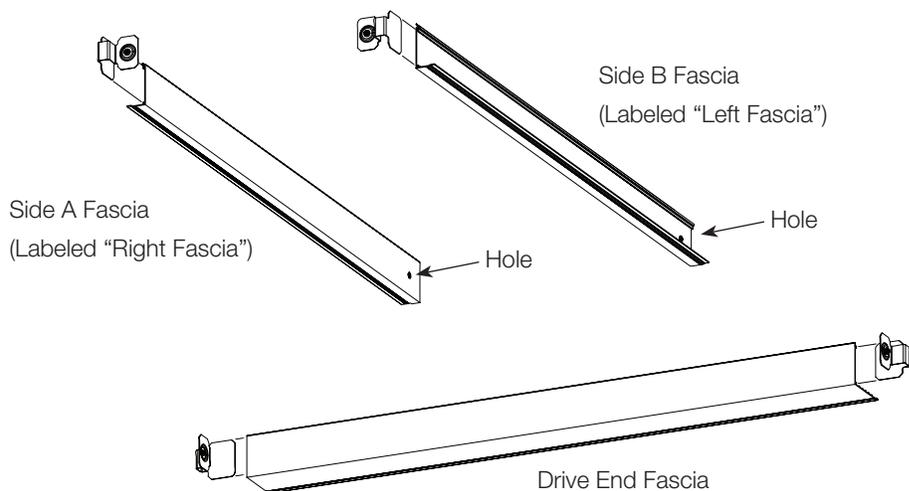
Drive End Fascia

12 Installing fascia in the Skylight Frame

12.1 Slide brackets into fascia until they are fully inserted
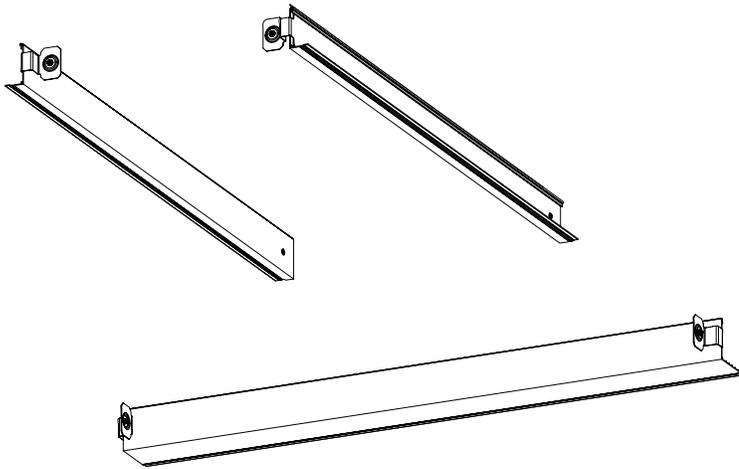
**Note:** Pulley End Fascia requires no insertion of brackets

12.2 Insert the fascia labeled Drive End Fascia into the drive end of the frame and slide it into place until it is fully seated.
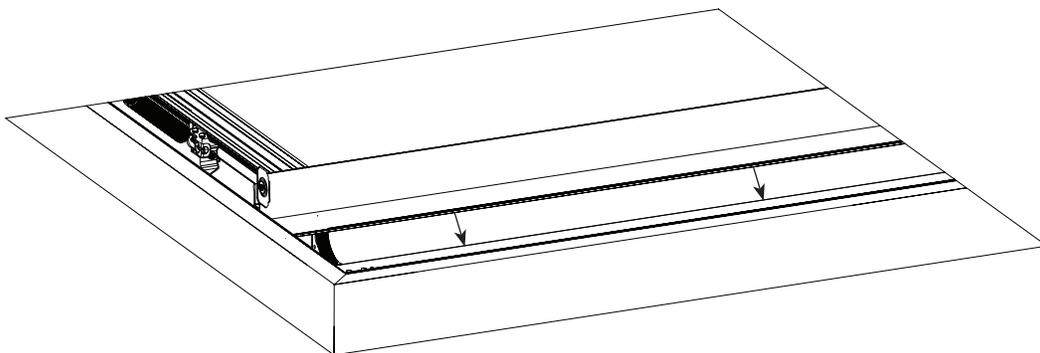
## **13** **Installing fascia in the skylight frame (continued)**

13.3 Insert the fascia labeled Right Fascia into the A side of the skylight frame and slide it into place until it is fully seated.

Labeled Right Fascia

Side A
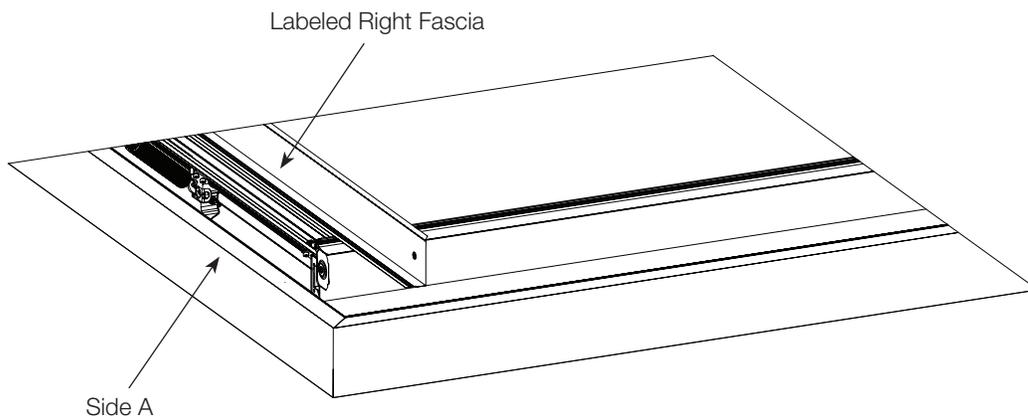
13.4 Insert the Left Fascia into side B then Pulley End Fascia
Insert four fascia screws through the holes in the fascia and into the fascia brackets to secure the fascia to the skylight.
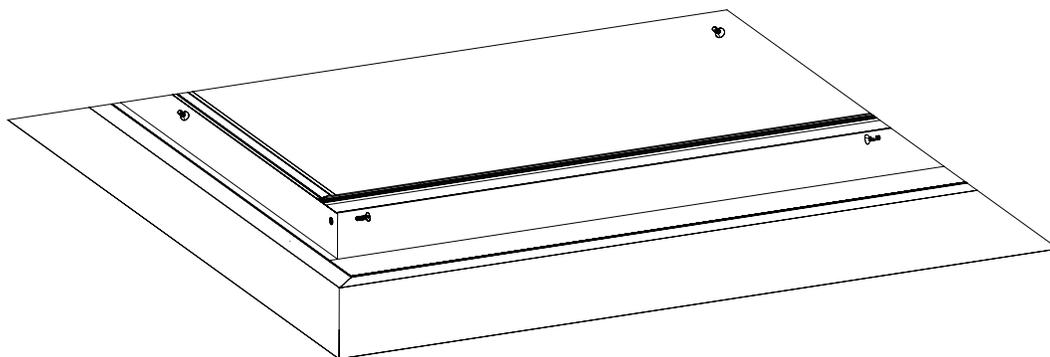
14 Finishing the installation

14.1 Apply caulk around the perimeter of the frame to conceal any gaps that may exist between the uneven mounting surface and the skylight shade frame. For larger gaps, wood trim such as quarter round can be used.
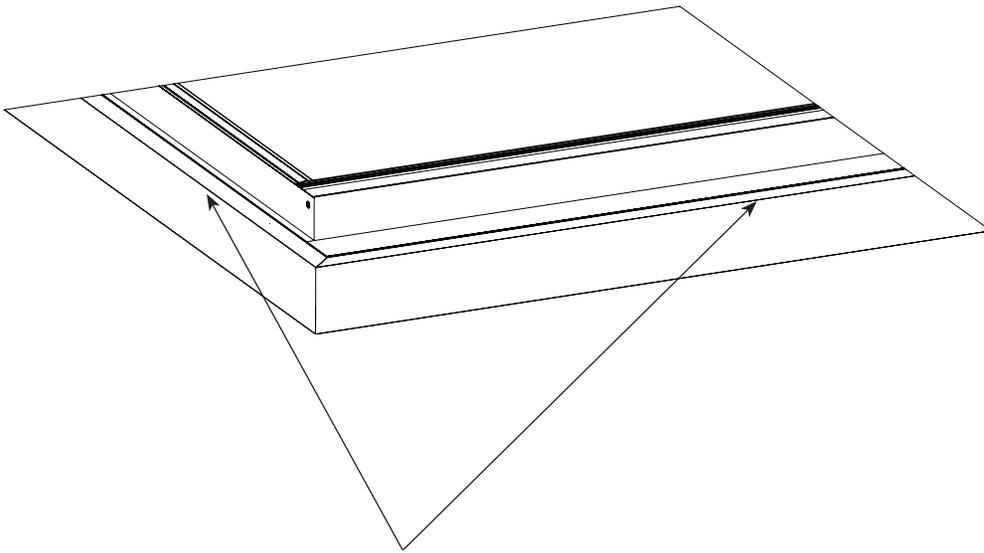
Apply caulk on molding to conceal gaps

15 Troubleshooting

Symptom	Solution
Shade will not move using adjustment buttons on EDU.	EDU is not powered - check EDU Power by unplugging and re-plugging in EDU. LED should flash for 5 seconds
	Shade is obstructed - free obstruction
Shade does not fully open or fully close.	Limits have been set incorrectly - refer to "Set open limit" and "Set close limit" sections
	Shade is obstructed - free obstruction
Shade does not move smoothly.	Check for binding of shade fabric in frame
	Verify frame is square
IR controls will not operate shade.	IR transmitter does not have line-of-sight to IR receiver
	Out of range - move to within 40 ft (12 m) of IR receiver
	EDUs not assigned to IR receiver
	IR receiver not plugged into any EDU within range
	IR remote control batteries are not providing power - replace them
Fabric sags at close limit.	Close limit is set too far. Adjust close limit.

Limited Warranty

Lutron offers an 8-year limited warranty for our shading systems. Please contact customer service or visit our website for a complete warranty statement.

Lutron reserves the right to make improvements or changes to these products without prior notice. Although every attempt is made to ensure that this information is accurate and up to date, please check with Lutron to confirm product availability, the latest specifications, and suitability for your application.

These products may be covered by one or more of the following US patents: 6,497,267; 6,983,783; 7,281,565 and corresponding foreign patents. US and foreign patents pending.

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