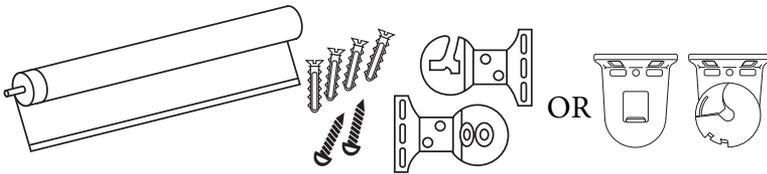


Comprehensive Roller Shade Installation Guide

Mounting hardware kit includes the following:

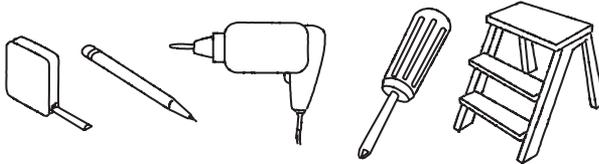
Part	Quantity
a Shade	1
b Slat for Hem Pocket	1
c Brackets	2
d Mounting Screws	4
e Plastic Anchors	4 (For Drywall or Plaster Mounting)



Standard Cord Control Roller Shade

Tools required

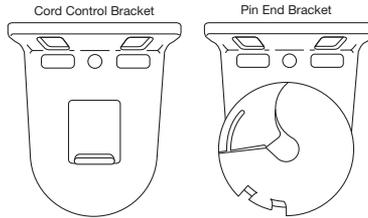
Tape measure, pencil, drill, drill bits, screw driver, step stool.



Note: use a 5/64" drill bit to pre-drill the screw holes (for attachment to a wall stud or header board). Use a 1/4" drill bit for plastic anchors (for hollow dry wall or plaster mounting).

Step 1. Mount the Brackets

Attach the brackets to the window frame, molding or ceiling. The bracket for the cord control end of the shade has a post that fits into the end of the cord mechanism (see illustration). The other bracket is for the pin end of the shade. Mark the screw locations with a pencil – pre-drill the screw holes using a 5/64" drill bit. If mounting to hollow drywall, use the wall anchors provided – pre-drill the holes with a 1/4" drill bit.



Step 2. Install the Shade

Push the cord control mechanism onto the bracket post such that the cord hangs straight down. Slide the pin end of the shade into its bracket from the front such that it rests in the center recess.

Step 3. Attach the Safety Cord Guide

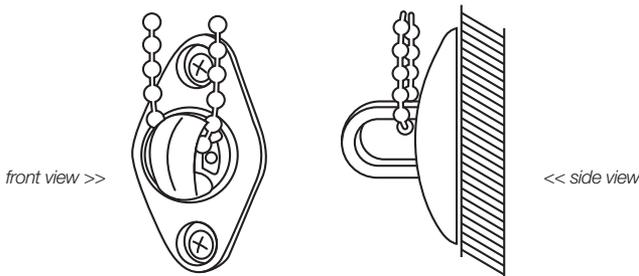
The cord guide must be attached per these instructions in order for your shade to function properly. The Cord Guide is pre-attached to the Cord Control, and must be attached inside or outside the window opening, to the window frame or wall as you prefer.

The base of the Cord Guide can be attached vertically, horizontally or at an angle. Note that the 'U' shaped guide that the chain passes through swivels and can be set in any position to facilitate smooth operation.

Attach the Cord Guide with the 1-1/4" screws provided. Pre-drill the screw holes using a 3/32" drill bit if mounting to a solid surface.

If the Cord Guide is attached to hollow drywall, please use the wall anchors provided. Use a 1/4" drill bit to drill the holes for the anchors.

DO NOT PUT TENSION ON THE CORD/BEAD CHAIN!



Install the Cord Guide such that the cord hangs loosely – this optimizes the performance of the clutch, and assures that the Cord Connector will pass through the Cord Guide with relative ease. Do not twist or cross the control cord/bead chain. In order to position the base properly, adjust the cord so that the Cord Guide is at the bottom of the cord loop and let it hang freely. Compress the spring by hand so that the chain moves freely through the 'U' channel.

Hold the tension device and the bracket against the window frame or wall and then move it upward at least 1/4" - mark the position of the bracket (mark the location of the screw holes with a pencil). Insert and secure two screws through the holes in the base of the Cord Guide.

Step 4. Operating the Shade

Pulling gently on the cord in one direction lifts the shade; pulling it in the other direction lowers it.

Cleaning the Shades

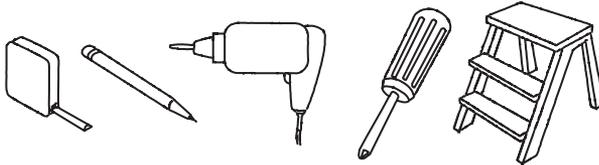
Dusting: Vacuum using the soft brush attachment.

Washing: Use a cloth, sponge or soft brush and a mild detergent. Use warm or cold water, not hot water. Place towel on the floor or window sill and wash the blind in sections.

Premium Cord Control Roller Shade *(for Wide Shades)*

Tools Required:

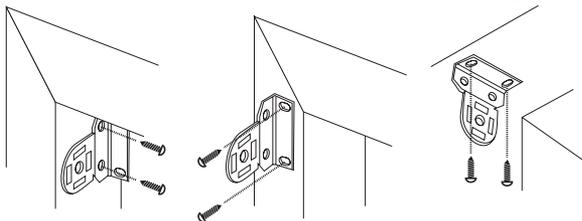
Tape measure, pencil, drill, drill bits, screw driver, step stool.



Note: use a 5/64" drill bit to pre-drill the screw holes (for attachment to a wall stud or header board). Use a 1/4" drill bit for plastic anchors (for hollow dry wall or plaster mounting).

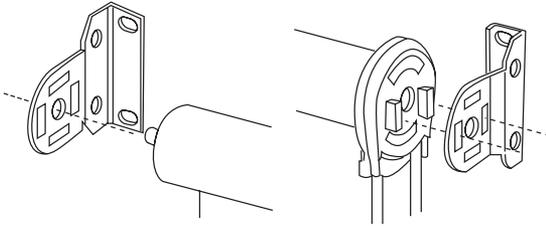
Step 1. Mount the Brackets

attach the brackets to the window frame, molding or ceiling as shown. The brackets are "universal" – there are no "right" and "left" brackets. Mark the screw locations with a pencil – pre-drill the screw holes using a 5/64" drill bit.

**Step 2. Install the Shade**

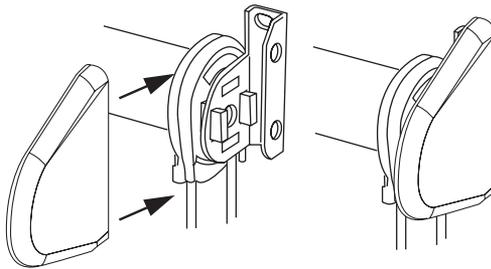
Put the spring loaded pin into the round hole of the bracket, push the spring loaded tip into the bracket, and then insert the hook arms on the opposite side of the shade into the two hook arm receiver holes of the bracket. Once the two hook arms are through the holes, gently pull down until the two hook arms have locked securely to the bracket.

For cord control shades, the bottom of the clutch should always point straight down.



Step 3. Install the Bracket Covers – For Outside Mount Shades Only!

Bracket covers slide onto the brackets as shown until they snap into position.



Step 4. Attach the Safety Cord Guide

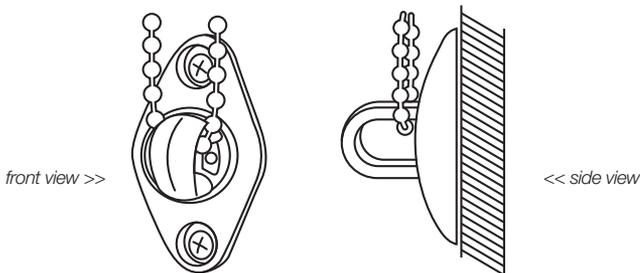
The cord guide must be attached per these instructions in order for your shade to function properly. The Cord Guide is pre-attached to the Cord Control, and must be attached inside or outside the window opening, to the window frame or wall as you prefer.

The base of the Cord Guide can be attached vertically, horizontally or at an angle. Note that the ‘U’ shaped guide that the chain passes through swivels and can be set in any position to facilitate smooth operation.

Attach the Cord Guide with the 1-1/4” screws provided. Pre-drill the screw holes using a 3/32” drill bit if mounting to a solid surface.

If the Cord Guide is attached to hollow drywall, please use the wall anchors provided. Use a 1/4” drill bit to drill the holes for the anchors.

DO NOT PUT TENSION ON THE CORD/BEAD CHAIN!



Install the Cord Guide such that the cord hangs loosely – this optimizes the performance of the clutch, and assures that the Cord Connector will pass through the Cord Guide with relative ease. Do not twist or cross the control cord/bead chain. In order to position the base properly, adjust the cord so that the Cord Guide is at the bottom of the cord loop and let it hang freely. Compress the spring by hand so that the chain moves freely through the ‘U’ channel.

Hold the tension device and the bracket against the window frame or wall and then move it upward at least ¼” - mark the position of the bracket (mark the location of the screw holes with a pencil). Insert and secure two screws through the holes in the base of the Cord Guide.

Step 5. Operating the Shade

Cordless Shades

Raise the Shade: Grip the center of the bottom hem (do not release your grip until you have set the shade at the desired height) – pull the shade away from the window sill, if necessary – pull straight down to release the spring motor that controls the movement of the shade – allow it to rise to any desired point, then pull downward gently to stop/set the shade.

Lower the Shade: pull straight down and stop/set the shade as described above.

Adjusting Spring Roller Tension: to tighten (increase tension!), lower the shade about 18” from the top, and then remove the shade from the window brackets. Roll up the shade by hand, and then replace in the brackets. Repeat as necessary to get the desired tension.

To loosen (decrease tension!), raise the shade to the top, and then remove the shade from the brackets. Unroll the shade about 18”, and then replace in the brackets.

The spring roller should not be too tight. Remember, when the window shade will not roll up, the spring is too loose. When it won’t stay down, the roller spring is too tight.

Caution: over-winding may result in permanent damage.

Cord Control Shades

Pulling gently on the cord in one direction raises the shade; pulling it in the other direction lowers it. On shades where the fabric rolls against the window, the front cord lifts the shade. On shades where the fabric rolls toward the room, the rear cord lifts the shade.

Motorized Shades

See the separate sheet of instructions that describes the programming of the remote control(s).

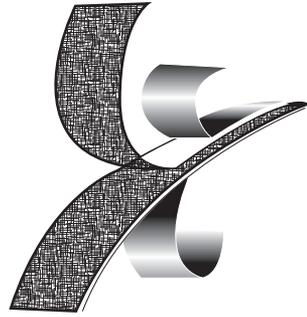
Step 6. Hold-Down Fasteners for Outdoor Shades

If you purchased a shade for outdoor use, Reclosable Snap-Together Fasteners are included to help control movement of the shade in windy conditions.

Peel the cover from one side of each fastener set to expose the adhesive.

Attach both to the bottom hem of the shade. Then peel the cover from the other side and attach to the sill or wall to hold the bottom of the shade in place. Pull the hem away from sill/wall to separate the fasteners. Press in place to re-attach.

If your shade has a decorative external hem bar, cut the fasteners in half lengthwise, and then attach to the hem bar.



Cleaning the Shades

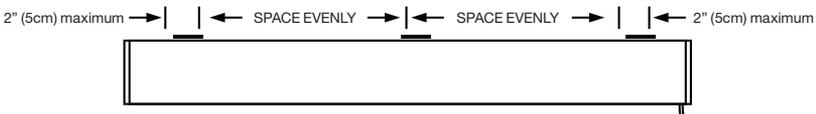
Dusting: Vacuum using the soft brush attachment.

Washing: Use a cloth, sponge or soft brush and a mild detergent. Use warm or cold water, not hot water. Place toweling on the floor or window sill and wash the blind in sections.

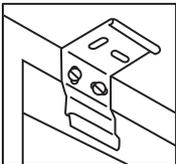
Cassette Valance System

Step 1. Mount The Brackets

Mount the brackets to the wall or window frame, with the outside brackets no further than 2 inches (50mm) from the ends of the headrail. On wide shades, space the additional bracket(s) at equal intervals.

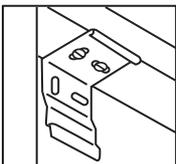


Cassette 80



For **wall or outside mounts**, use the rear bracket holes.

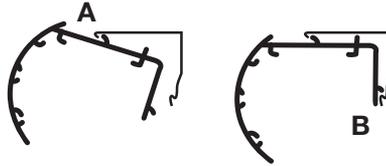
Make sure the release tab is always mounted on the bottom.



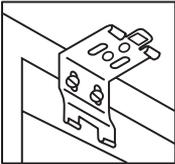
For **inside ceiling mounts**, use the top bracket holes.

Make sure the release tab is always mounted on the bottom.

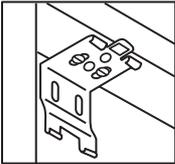
Mount the headrail. Position the headrail with the front panel (A) resting on the top lip of the brackets. Push the bottom front of the headrail firmly backwards and toward the window until the lip on the rear of the headrail engages the bracket and snaps into place, (B) as shown.



Cassette 120

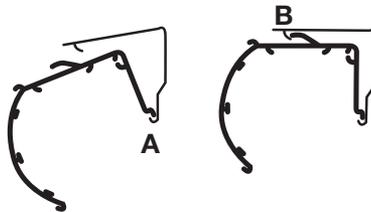


For **wall or outside mounts**, use the rear bracket holes. Make sure the release tab is always mounted on the top.



For **inside ceiling mounts**, use the top bracket holes. Make sure the release tab is always mounted on the top

Mount the headrail. Position the headrail with the back panel (A) resting on both bottom hooks of all brackets. Push the front of the headrail firmly upwards and toward the window until the groove at the top of the headrail snaps into place, (B) as shown.



Step 2. Removing the Shade

Cassette 80: From the bottom rear of the headrail, insert a flathead screwdriver in between the head rail and release the tab. Gently twist the screwdriver and pry open the bracket to release the head rail. As you release the brackets, support the headrail to keep it from falling.

Cassette 120: from the top of the head rail insert a flathead screwdriver in between the headrail and release the tab. Gently twist the screwdriver and pry open the bracket to release the head rail. As you release the brackets, support the headrail to keep it from falling.