

INSTALLATION FINAL CHECKLIST

Thank you for following all proper instructions for the QMotion shade installations.
This last checklist will help to ensure a happy client.



Finishing the Installation

- Be sure that shade travel is not obstructed by window cranks, door handles or features, and that there are no plants or other obstructions which would block the travel of the shades.
- Verify all shades are working properly.
 - Check the edges of the shade roll and be certain that they are not pressed against the brackets. Shades improperly installed with the roll pressing against the bracket will have noise, shorter battery life and damage to the fabric. If the shade does not fit as required by the installation instructions, either move the brackets apart, or order a new shade, if needed.
 - Check bottom limits and ensure that they go to slightly above the window sill, for inside mount shades, and to the correct position for outside mount shades.
 - Verify all remotes are properly programmed to the desires of the client.
 - Ensure no shades are telescoping by running each of them up and down at least three times. A level over 12 inches will help to verify that the shade is installed level.
- Shade wires must to be properly and permanently fastened away from the shade, so they do not press on the fabric roll.
- Ensure that all shades on doors are protected in the event of the door opening into something, such as a wall. A shade mounted to a door will cause damage to both the shade and the wall if the door opens to hit the wall. Door stops may help to keep the door from opening all the way.

- Clean up around the space. This includes removing all boxes, straps, packaging and tools. Also, clear all dust and drywall residue around the shade installation areas.
- Gently clear any dust or debris from the shade.

Demonstration and Explanation

- Show all network devices to the client and explain that they need to remain plugged. Make it known to the client that the devices are required for proper function of the shade system.
- Document the locations of all devices on your own notes, in case there is a later problem. Photographs are helpful.
- Assist the client with installing any phone or tablet control apps, and help them configure and know how to use them.
- Present the System Leave Behind document, and explain:
 - How each shade and group is controlled
 - How to use the remote controls
 - How to properly do tug commands
 - What to do when batteries need to be replaced
 - How to reach the dealer for any support questions
- Plan a follow up conversation, or visit, to ensure all shades are working correctly and not telescoping.