INSTALL THE MOUNTING BRACKETS

If the clutch is on the right end of the shade, attach the brackets to the window frame, window molding, wall or ceiling, as shown below. If the clutch is on the left end of the shade, reverse the bracket positions, left for right.

1. The brackets are configured for mounting based on the original order. However, if a change is needed, you can adjust the spring bracket.
   • Adjusting the Spring Bracket – Remove the three phillips head screws which attach the inner mount to the outer bracket. If changing from back or side mount to top mount, rotate the outer bracket so that the bracket holes are at the top, the stop is to the back and the opening for the plug slot is at the front. Reattach the inner mount to the outer bracket.
   
   NOTE: The clutch bracket does not need to be adjusted.

2. Mark the spots in the wall or window sill where the screws will be located. Drill a pilot hole with a 1/8” drill bit.

3. Using a hex driving bit, install the screws as shown below. Make sure that the brackets are level.

INSTALLING THE SHADE

1. With the shade still wrapped in plastic but with the ends exposed, insert the tab on the clutch bracket into the clutch, then swing the plug end into the slot, so that it rests at the bottom of the slot.

2. Remove plastic covering.
OPERATING THE SHADE

Pulling gently on the chain 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 chain does the raising. On shades where the fabric rolls toward the room, the rear chain does the raising.

INSTALLING THE CHILD SAFETY DEVICE

The Child Safety Device reduces the hazards of strangulation and entanglement of young children by limiting access to the control chain. Anchor the Child Safety Device, which is attached to the shade’s control chain, to the window frame or wall, so that young children cannot pull the cord around their necks.

1. Lower the shade.
2. Hold the child safety device upright as shown in the diagram.
3. Position the child safety device on the window frame or the wall so that the child safety device and control chain do not interfere with raising or lowering the shade. The child safety device should be installed without stretching or pulling down on the control chain. Stretching the chain will cause excessive wear. Do not twist or cross the control chain. If using stop balls, position the tension device 1/4 inch higher to allow the stop ball to pass through the tension device.
4. Holding the child safety device upright, and in position, as shown, insert and secure the screws through the holes. The mounting screws must be secured into a solid surface or molly.

ATTACHING A STOP TO THE CONTROL CHAIN

The stop on the plug bracket prevents the shade from being rolled up too far. But a stop should also be attached the control chain to prevent the shade from lowering too far. A stop bead is included with the chain for this purpose.

1. Lower the shade to the lowest desired point at the sill or floor.
2. Place the stop bead over the bead closest to the clutch on the side furthest away from the shade. On a standard roll shade this will be the chain in front. On a reverse roll shade, it will be the chain in the back.
3. With a pliers, gently squeeze the stop so that it cannot be removed.

ADJUSTING THE SHADE HEIGHT

If needed, the shade can be leveled by adjusting the height of the slot on the spring bracket. This can help prevent telescoping of the roll as the shade is raised. It is also useful for adjusting shade height of two shades placed next to each other so they are plumb with each other.

Using a 2mm hex wrench, turn the vertical jack screw to raise or lower the inner mount of the spring bracket.

SHIMMING THE SHADE

A slight amount of telescoping is normal. But if a large amount of telescoping still occurs when the shade is rolled up, even after leveling the shade by adjusting the spring bracket, try shimming the shade.

With the shade rolled all the way down, place a piece of tape on the side of the roll that the fabric is telescoping away from.

The shade will always track towards the side where the tape is placed.