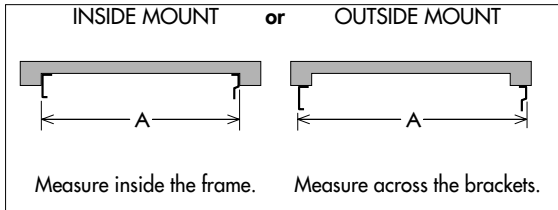


# F A B R I C A T I O N

**1. CALCULATE THE EXACT WIDTH OF A SHADE - DIMENSION "C"**

a. Measure dimension ("A"), the distance between the outside of the brackets.

b. Subtract dimension ("B"), the amount of room taken up by the clutch, end plug and brackets.

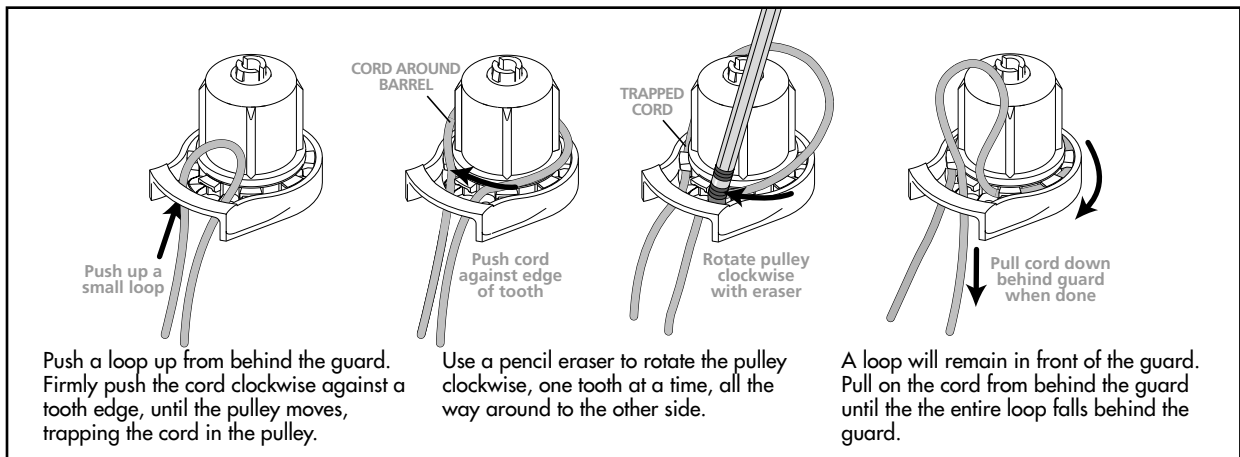


CLUTCH MODEL	DIMENSION B
R3 or R8 clutch	1 1/8"
R16 or R24 (no adapters)	1 1/4"
R16 or R24 (2" adapters)	1 3/8"

Use the formula:  $A - B = C$  For example: If measurement "A" is 38", and you're using a R16 clutch, "B" is 1 1/4" ...  $38" - 1\ 1/4" = 36\ 3/4"$  "C" = 36 3/4".

**2. CUT BOTH SHADE CLOTH AND TUBE TO DIMENSION "C"**. Peel the yellow plastic backing from the sticky tape and affix the cloth to the tube and roll up the shade. Take care to adhere the cloth straight onto the tube so the shade rolls up evenly.



**3. INSTALL THE BEAD CHAIN OR CONTROL CORD INTO THE CLUTCH.**



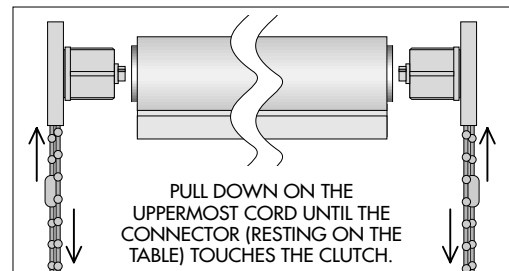
**4. IF USING 2" TUBE, INSERT ADAPTERS.** The adapters must be inserted into the tube before the clutch and plugs are inserted.

**5. IF USING PLASTIC BEAD CHAIN, POSITION THE PLASTIC CONNECTOR AS THE UPPER SHADE STOP.**

Decide which end of the tube you want to put the clutch in. Keep track of which is the "clutch end" of the tube.

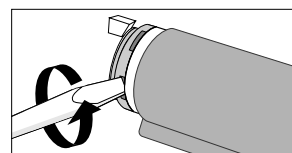
Roll the shade all the way up and lay it on the work table so it looks like this , and not like this .

Point the clutch into "its" end of the tube, and pull on the upper chain until the connector touches the clutch firmly. (Do not attach the lower plastic stop, or any stops on metal bead chain, until installing the shade.)



**6. INSERT THE CLUTCH AND END PLUG INTO THE TUBE.**

**IMPORTANT:** To remove the clutch or end plug from the tube, gently twist a screwdriver in one or more of the slots between the plastic part and the metal tube. DO NOT PULL the parts out; you might break them. Only pry them gently.



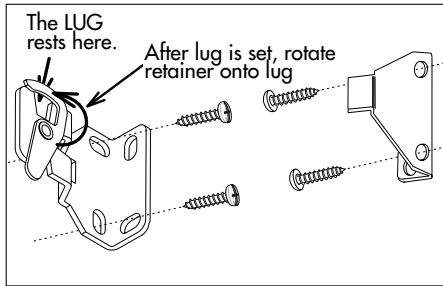
# INSTALLATION

## 1. MOUNT THE BRACKETS.

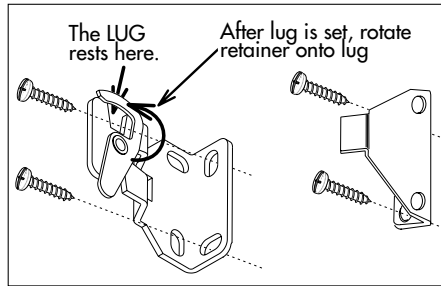
If the clutch is on the right end of the shade, attach the brackets to the window frame, window molding, wall or ceiling, as shown below.

If the clutch is on the left end of the shade, reverse the bracket positions, left for right.

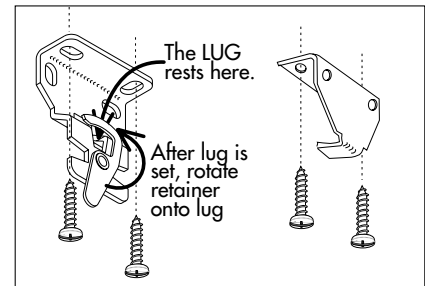
TO THE INSIDE OF THE WINDOW FRAME



TO THE WALL OR TO THE FRONT OF THE WINDOW MOLDING

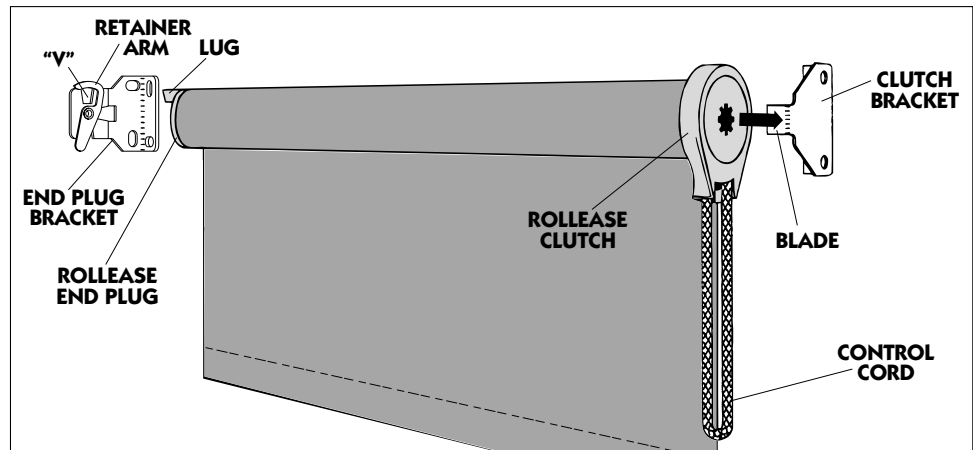


TO THE CEILING OR TO THE TOP OF THE WINDOW FRAME



## 2. INSTALL THE SHADE.

- Push the clutch straight onto the blade of its bracket. The bottom of the clutch should always point straight down.
- Lower the lug of the end plug onto the "V" of its bracket. The roller should fit in the brackets securely, with just a little play. Rotate the riveted retainer portion to lock the lug in position.

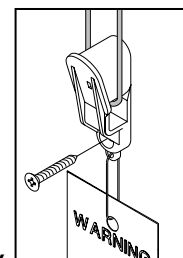


## 3. INSTALL THE TENSION DEVICE

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



- Lower the shade.
- Hold the Tension Device upright so the Warning Tag hangs straight down as shown in diagram.
- Position the Tension Device on the window frame or the wall so that the Tension Device and control cord do not interfere with raising or lowering the shade. **The Tension Device should be installed without stretching or pulling down on the control cord. Stretching the cord will cause excessive wear. Do not twist or cross the control cord.** If using stop balls, position the tension device 1/4 inch higher to allow the stop ball to pass thru the tension device.
- Holding the Tension Device upright, and in position, as shown, insert and secure the screw through the hole. **The mounting screw must be secured into a solid surface or molly.**



## 4. USE THE CONTROL CORD TO OPERATE THE SHADE.

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 does the raising. On shades where the fabric rolls toward the room, the rear cord does the raising.

## 5. ATTACH STOPS TO A CONTROL CORD THAT'S MADE OF BEAD CHAIN.

On metal bead chain, attach a metal stop ball that is at least 5/16" in diameter, so that it touches the mouth of the clutch when the shade is in the all-rolled-up position.

For metal or plastic bead chain, lower the shade to sill or floor height, and attach the appropriate metal stop or plastic connector next to the clutch, this prevents the shade from being lowered beyond that point.