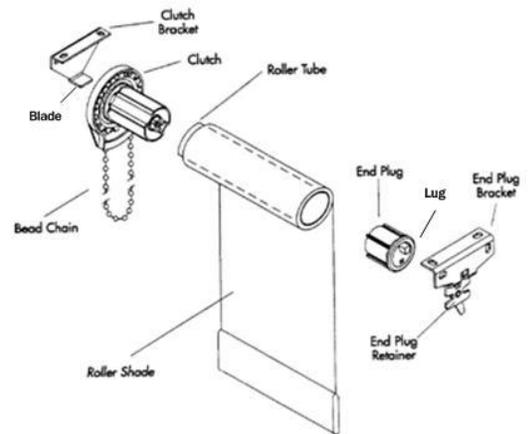




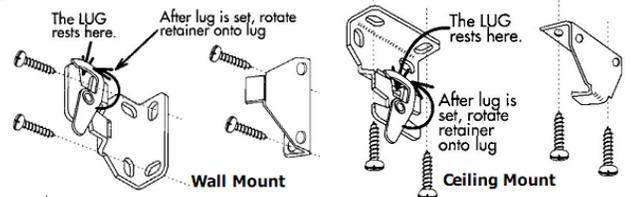
Insolroll® Clutch-operated Shades INSTALLATION INSTRUCTIONS

All Clutch-operated Shades come fully assembled and ready for installation. **Mounting screws for brackets are not provided** (screws are provided for chain guide installation to meet child safety standards). The type and size of screw required for mounting brackets may vary depending upon the mounting surface.



EXPOSED ROLLER SHADE INTALLATION

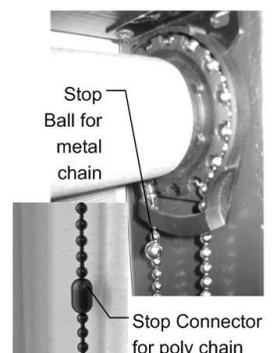
- Determine mounting position of shades.** The order width is the bracket to bracket dimension. On inside mounts this is typically the opening width. On outside mounts, mark the location of the brackets. (Outside bracket width = shade width). For proper shade operation, brackets must be mounted perfectly level. The brackets are universal (left or right) and can be mounted for inside, outside, and ceiling mounts using appropriate holes. Determine operator side as ordered. Mount brackets to wall or ceiling with #6 or #8 x 1 1/2" pan head or hex head screw (not provided).
- Install the shade** by pushing the clutch straight onto the blade of its bracket. The clutch should be installed so the chain hangs 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.
- Install the chain guide tension device.** The Tension Device reduces the hazards of strangulation and entanglement of young children by limiting access to the bead chain. **Follow Chain Guide Installation Instructions (Addendum A) for each specific chain guide.** Mount the Tension Device that is attached to the bead chain, to the window frame or wall, so that young children cannot pull the chain around their necks. Position the Tension Device on the window frame or the wall so the Tension Device and bead chain do not interfere with raising or lowering the shade.
- Use the control chain to operate shade.** On shades where the fabric rolls back toward the window (regular roll), pull down on the rear chain to lower the shade. On shades where the fabric rolls toward the room (reverse roll), pull down on front chain to lower shade. Pull on opposite chain to raise the shade.
- Check Operation of shade and set upper and lower stops.** Lower the shade to its intended down position, then raise shade to the intended top stop location. Check for telescoping. If shade is telescoping, see troubleshooting instructions. With shade in the "Up" position, attach a metal stop ball or plastic connector to the chain so it touches the mouth of the clutch when shade is rolled up to top stop. Make sure chain connector and stops are snapped completely shut before running them through the chain guide (*plastic connector may need to be snapped closed with pliers to ensure stop ball does not come off*). Lower shade to sill or floor and repeat the process for down stop. Failure to install lower stop ball may result in panel coming off the roller tube.



**Chain Guide Tension Device
MUST be installed!**



Metal Select Universal
Chain Guide Tension Devices



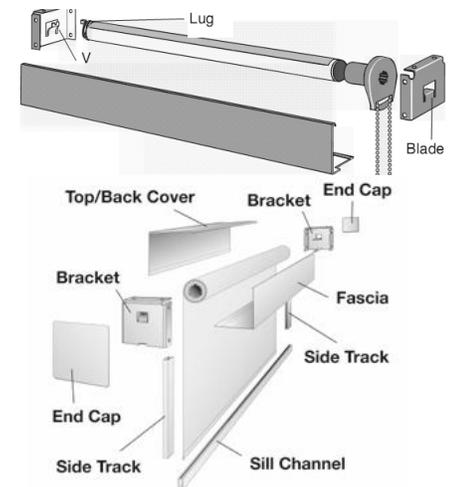
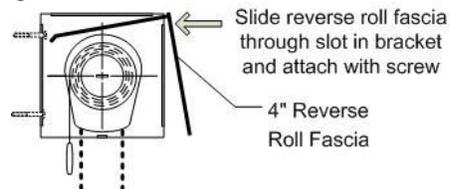
TROUBLESHOOTING TELESCOPING IN SHADE

1. To adjust shades for telescoping (excessive horizontal movement of fabric while shade rolls up on the tube), roll shade all the way down so tube is exposed (this will require removal of down stop ball/connector).
2. Place a 4" piece of tape (2"-4" in from the end of shade) on the side of the tube opposite of the direction the fabric is moving toward.
3. Run the shade up. If shade still telescopes, repeat the process. The correct amount of tape can only be determined by trial and error.
4. Re-install the down stop after shade adjustments are made.

OPTIONAL ALUMINUM FASCIA INSTALLATION

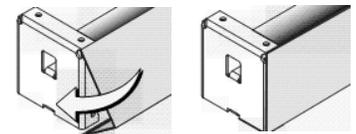
1. **Shades may be installed with fascia**, fascia plus top/back cover, or top/back cover as reverse roll fascia installation. Follow step 1 from previous page using 3" or 4" square mounting brackets instead of standard mounting brackets. If top/back cover is used for ceiling mount, remove orange tape from top/back cover and stick on brackets. Install brackets and top/back cover at the same time.

For wall mount reverse roll applications, top/back cover is used as reverse roll fascia and requires a screw through front of reverse roll fascia. Pre-drill 1/16" hole through fascia into flange on steel bracket. Attach with #8 x 3/8" pan head screw provided.



2-5. Follow steps 2-5 from previous page.

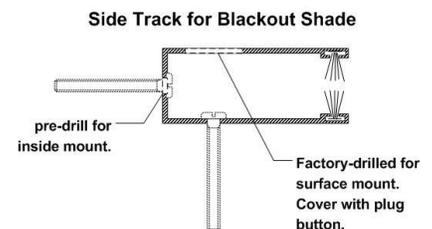
6. **Snap on fascia.** The fascia has been notched on the clutch side to allow the chain to hang down. Hook the lip in the fascia over the end brackets and swing the fascia down until the bottom of fascia snaps securely into place.



OPTIONAL SIDE TRACK INSTALLATION

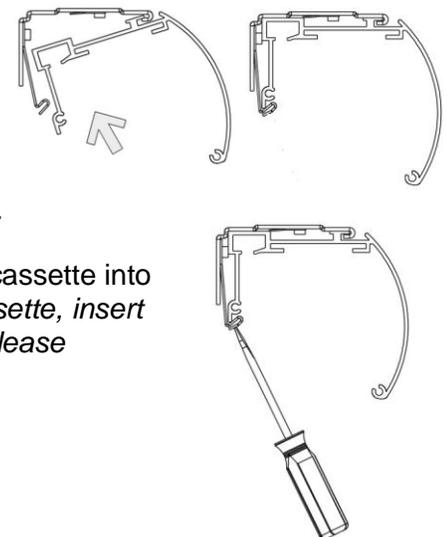
1-5. Follow shade installation previous steps 1-5.

6. **Install side tracks.** Line up outside track width with outside bracket width. Use level to make sure tracks are plumb.
7. **For surface mount installations**, screw through pre-drilled side track. Snap plastic buttons over hole when complete. **For inside mount installations**, pre-drill side rail at desired locations before screwing to window jamb.



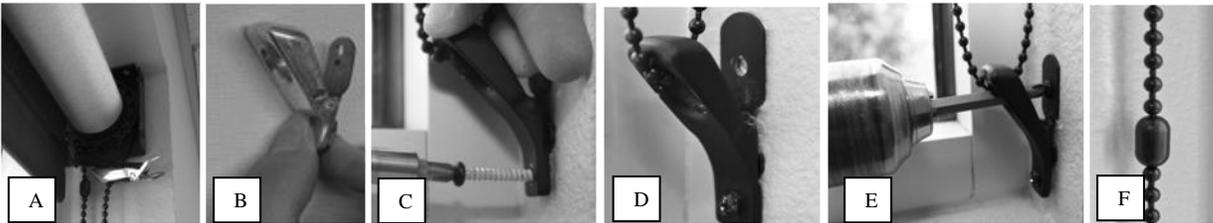
OPTIONAL 3" or 4" CASSETTE INSTALLATION

1. **Determine exact mounting location for cassette.** Cassette system is shipped assembled. Cassette system utilizes universal mounting brackets that can be mounted for wall or ceiling mount. Locate the mounting brackets within an inch or two from each end of shade and evenly space intermediate brackets on wider units. Attach brackets with #6 or #8 x 1 1/2" pan head or hex head screw (not provided). Note that factory takes 3/16 inch deduction for inside mount.
 2. **Snap the cassette into mounting brackets** by hooking the top front of cassette into bracket and then swinging up until it snaps into bracket. (To remove cassette, insert flat head screwdriver into mounting bracket slot provided, then back to release cassette).
- 3-5. Follow steps 3-5 from previous page.



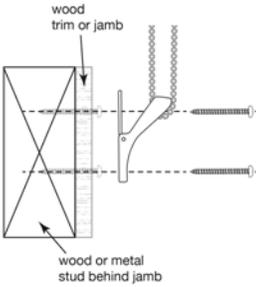
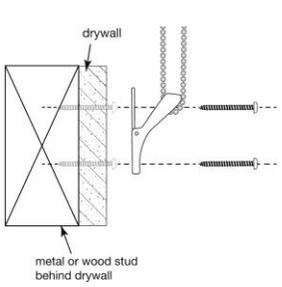
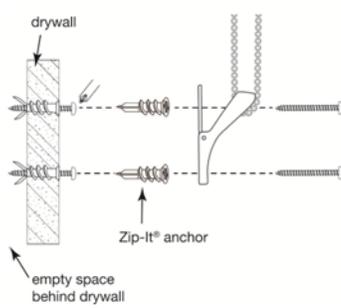
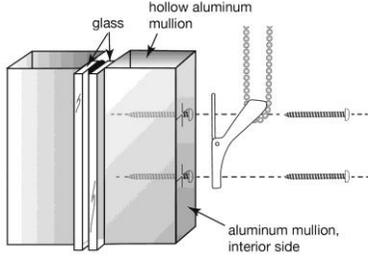
Installation Instructions for Insolroll® Metal Select Chain Guide

Metal Select Chain Guide is a chain tension device designed for inside or outside mounts.



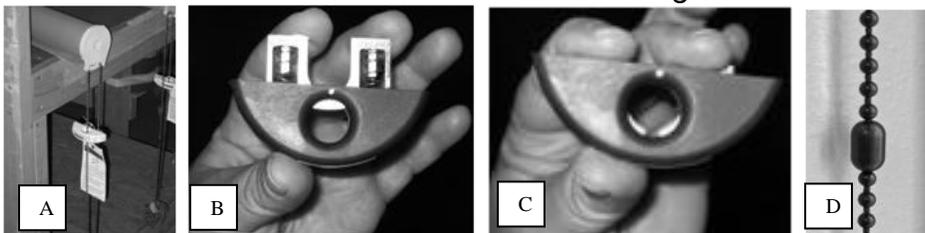
1. Shades come with chain guide attached to shade in a manner that installer must release and install this chain tension device for the shade to be fully operational. (Fig. A)
2. After mounting shade in brackets, squeeze on flanges furthest from the chain to open, this releases tension on chain guide to slide it down to the bottom of the chain loop. (Fig. B)
3. Open the chain guide prior to screwing to wall or window frame by squeezing flanges open or using your finger to hold open while attaching bottom screw first. (Fig. B, C, D) If chain guide is not opened before attaching to wall, or top screw attached first, *chain will over-tighten* and may make shade operation rough. #8 self-tapping mounting screws (provided) are designed for installation in wood trim, drywall, or aluminum mullion. Typical mounting conditions below.
4. Operate shade after bottom screw is attached to ensure smooth operation. Use a 3 1/2" extended screw bit to ensure the bit does not catch on the chain. Attach the top screw through the chain guide opening (Fig. E).
5. Attach chain stops for upper and lower limits of the shade (Fig. F).

Typical Mounting Conditions

Wood Trim or Jamb	Drywall with Stud Behind	Drywall with No Stud Behind	Hollow Aluminum Mullion
			
<p>Screw directly into wood trim or jamb. For hardwood trim, pre-drill a 1/16" hole to avoid splitting trim. For applications with metal stud behind, it may be necessary to pre-drill depending upon gauge of stud.</p>	<p>Screw directly into drywall with wood or metal stud behind it. For applications with metal stud behind, it may be necessary to pre-drill depending upon gauge of stud.</p>	<p>Place chain guide at desired location. Mark location for screw anchors. Remove chain guide. Punch hole in drywall and attach anchor to drywall. Screw self-drilling anchor into drywall (Nylon Zip-It wallboard anchor or equal). Place Metal Select chain guide back into position and mount chain guide with screws into drywall anchors. (Drywall anchor NOT SUPPLIED.)</p>	<p>Place chain at desired location. Mark location for screws and pre-drill a 1/16" hole. Move chain guide back into position and screw into window mullion.</p>

Installation Instructions for Insolroll® Universal Chain Guide

Universal Chain Guide is a chain tension device designed for inside or outside mounts.



1. Shades come with chain guide attached to shade in a manner that installer must release and install this chain tension device for the shade to be fully operational. (Fig. A)
2. After mounting shade in brackets, squeeze spring/tension mechanism to open (Fig. B,C). This releases tension on chain guide to slide it down to the bottom of the chain loop. #8 self-tapping mounting screws (provided) are designed for installation in wood trim, drywall, or aluminum mullion. Typical mounting conditions below.
3. Push the chain guide against wall to desired position prior to screwing to wall or window frame.
4. Install both screws; spring mechanism will be pushed into the Universal Chain Guide as screws are tightened.
5. Attach chain stops for upper and lower limits of the shade (Fig. D).

Typical Mounting Conditions

Wood Trim or Jamb	Drywall with Stud Behind	Drywall with No Stud Behind	Hollow Aluminum
<p>Screw directly into wood trim or jamb. For hardwood trim, pre-drill a 1/16" hole to avoid splitting trim. For applications with metal stud behind, it may be necessary to pre-drill depending upon gauge of stud.</p>	<p>Place chain at desired location, mark location for screws and pre-drill 1/16" hole. Move chain guide back into position and screw into window mullion.</p>	<p>Place chain guide at desired location. Mark location for screw anchors. Remove chain guide. Punch hole in drywall and attach anchor to drywall. Screw self-drilling anchor into drywall (Nylon Zip-It wallboard anchor or equal). Place Universal chain guide back into position and mount chain guide with screws into drywall anchors. (Drywall anchor NOT SUPPLIED.)</p>	<p>Place chain at desired location. Mark location for screws and pre-drill a 1/16" hole. Move chain guide back into position and screw into window mullion.</p>

Young children can wrap cords around their necks and STRANGLE.

- Keep all window cords well out of the reach of children.
- Move all cribs, beds, furniture and toys away from windows with cords.

WARNING	ADVERTENCIA
<p>The cords on this product present a potential strangulation hazard.</p> <p>For child safety, consider cordless alternatives or products with inaccessible cords.</p>	<p>Los cordones de este producto representan un peligro potencial de estrangulamiento.</p> <p>Para la seguridad de los niños, utilice alternativas sin cordón o productos cuyos cordones sean inaccesibles.</p>