

*Cellular Shades*

# GEAR DRIVEN SHADING SYSTEM

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## Skylight Greenhouse



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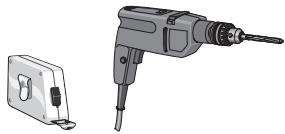
## Installation & Care Instructions

151011 B  
1/23/2020

# GETTING STARTED

A few simple tools are required:

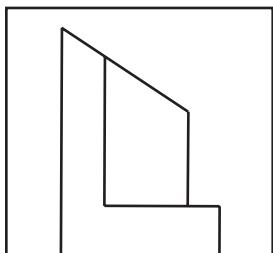
- Measuring tape
- Power drill, drill bits
- $\frac{1}{4}$ " Hex head and/or Phillips driver bit
- Hammer (if curved application)
- Track installation tool (included if curved application)



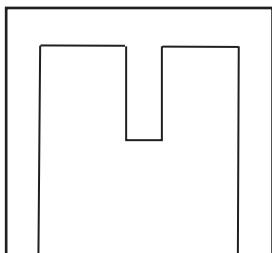
PN: CKIT016Q2	PN: CKIT016Q3	PN: CKIT017Q2	PN: CKIT017Q3	PN: CKIT004Q2	PN: CKIT004Q3	PN: 2950924
Two mounting brackets for fabric A, each with two mounting holes. Mounting Bracket for fabric A 2 Pack	Three mounting brackets for fabric A, each with two mounting holes. Mounting Bracket for fabric A 3 Pack	Two mounting brackets for fabric B, each with three mounting holes. Mounting Bracket for fabric B 2 Pack	Three mounting brackets for fabric B, each with three mounting holes. Mounting Bracket for fabric B 3 Pack	Six hex head screws, each with a Phillips head and a flat base. 1 1/4" Hex Head Screw 4 Pack	Six hex head screws, each with a Phillips head and a flat base. 1 1/4" Hex Head Screw 6 Pack	A cylindrical track installation tool. Track Installation Tool (curved tracks only)

Additional fasteners other than those sent with your shade may be required depending on the mounting surface. Wallboard and plaster require the use of anchors such as expansion or toggle bolts. Brick, tile or stone need special plugs and drill bits. Remember to always pre-drill holes in wood to avoid splitting.

Identify what fabric you have.



Fabric A



Fabric B

# STEP 1: RETAINER INSTALLATION

## NON-CURVED APPLICATIONS

Please note: For all non-curved applications, the clear polycarbonate gear track and retainer will arrive preassembled from the factory.

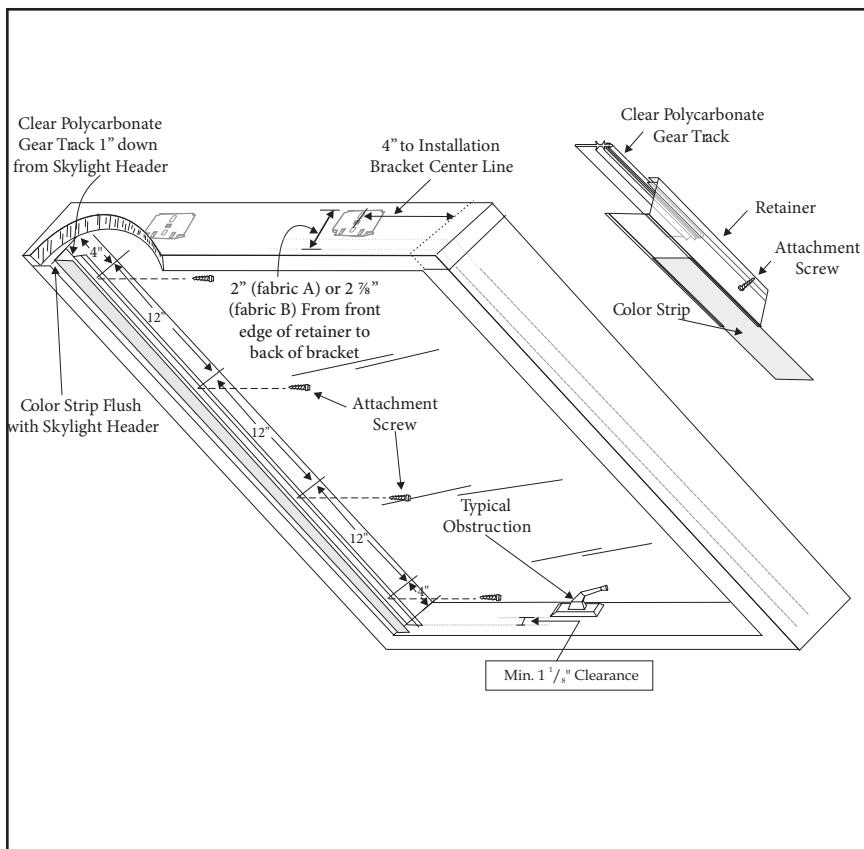
Install the retainer assembly with the screws provided as shown.

Screws should be on the centerline of the retainer.

Screws should be placed 4" in from each end and 12" apart for intermediate screws.

**Left and right tracks must be installed parallel to each other.**

**Gear track must be at least  $1 \frac{1}{8}$ " from any obstruction.**



## CURVED APPLICATIONS

For curved applications, gear track, color strip and retainer will be shipped separately. There may be 2 or 3 sections of retainer. When installing connecting sections of retainer, it is important the ends are aligned evenly.

A portion of the retainer is slotted for flexibility. This section is applied to the curved area of the glazing bars.

When shade is to cover the entire bay, install the roof section of the retainer first, followed by the curved section.

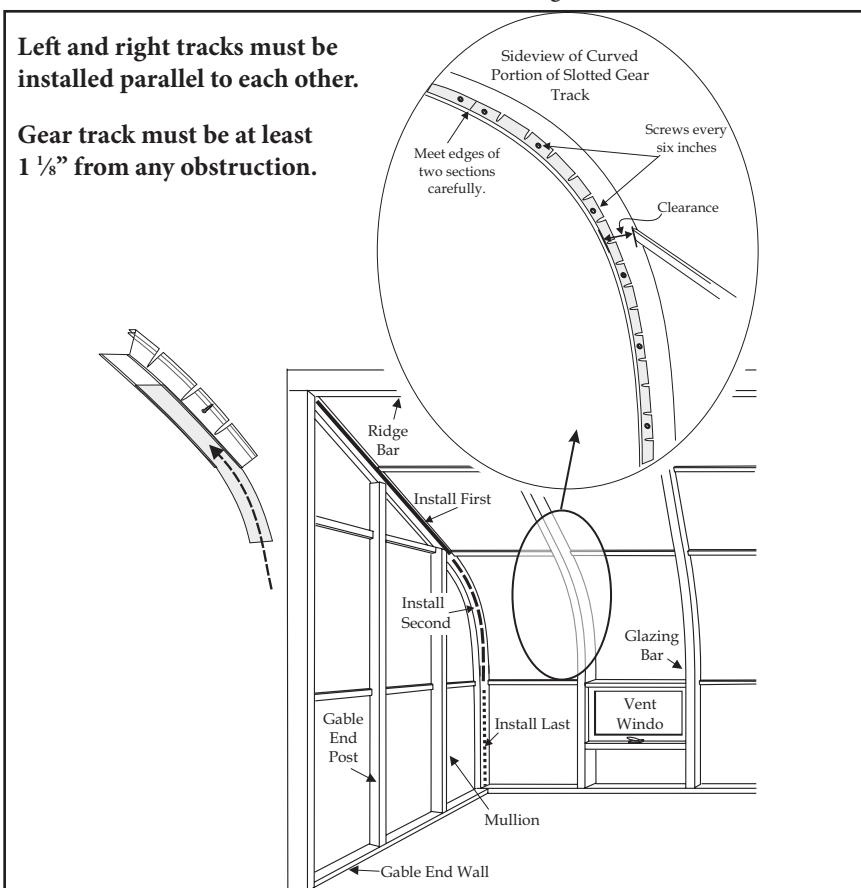
Screws should be on the centerline of the retainer.

Screws should be placed 4" in from each end and 12" apart for intermediate screws on the roof section.

It will be necessary to place a screw every 6" or less on the slotted, curved section of the retainer to achieve a smooth transition through the curved area.

**Left and right tracks must be installed parallel to each other.**

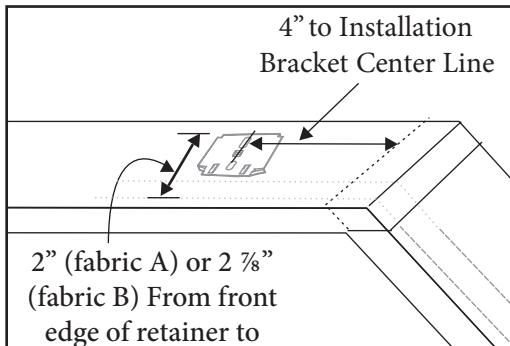
**Gear track must be at least  $1\frac{1}{8}$ " from any obstruction.**



## STEP 2: BRACKET INSTALLATION

Screw installation brackets into the skylight header with the back of the bracket 2" (fabric A) or 2  $\frac{7}{8}$ "(fabric B) back from the front edge of the retainer.

They should be screwed four inches in from the left and right sides.

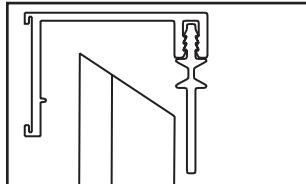


## STEP 3: SHADE INSTALLATION

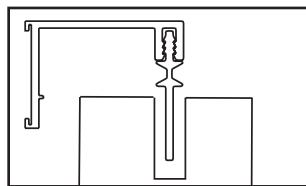
Loosen the draw bolts on both ends of the moving sill rail. Place shade between gear tracks. Make sure shade fabric is located as shown below depending on fabric size.

With the shade at an angle, work drive wheels over the first lip of gear track making certain that the gear wheels are seated properly into the ridged portion of the gear track.

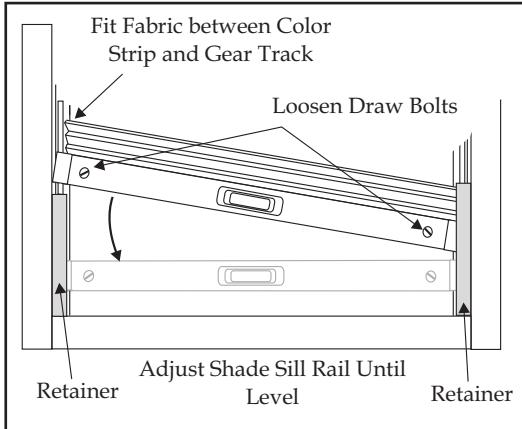
Then lower other side onto gear track and repeat previous procedure.



Fabric A

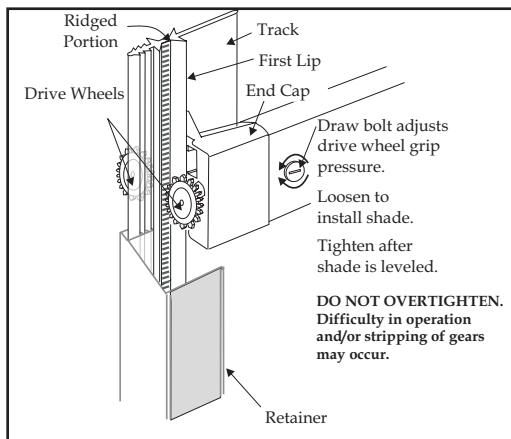


Fabric B



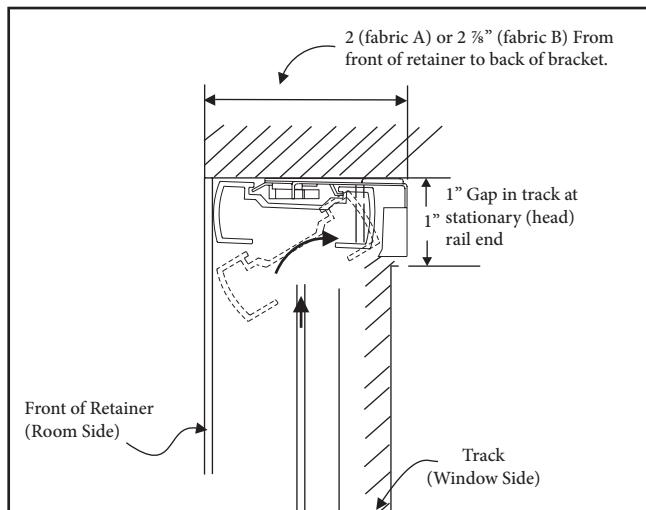
Make sure all four drive wheels are seated properly in the gear track.

Lower moving rail to the bottom sill until it is level. Tighten bolts until the shade moves freely and the gear wheels do not skip or grind. **DO NOT OVER TIGHTEN**. Difficulty in operation and/or stripping of the gears may occur.



Allow the moving sill rail to rest on the window sill. Lift the head rail up against the bottom of the installation bracket so that the spring loaded front clip is engaged in the front groove of the rail.

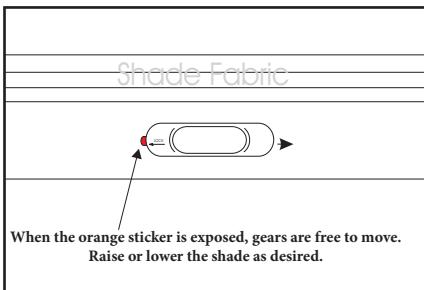
Push the rail back and up until the back hooks of the bracket are engaged in the back groove of the rail.



## OPERATION

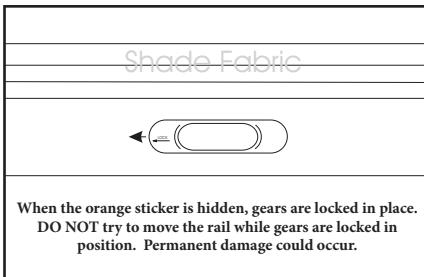
### TO RAISE OR LOWER THE SHADE

Slide the locking handle to the right to release the lock.



### TO LOCK THE RAIL IN PLACE

When rail is in desired position, slide the locking handle to the left.

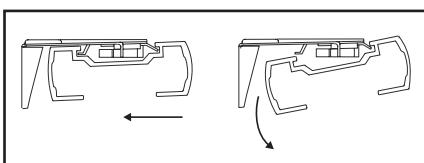


## REMOVING THE SHADE

Push the top rail in toward the window.

Rotate the back of the top rail down away from the bracket.

As you release the brackets, support the top rail to keep it from falling.



## CLEANING AND CARE

The shade fabric is easy to care for. Regular dusting with a feather duster or vacuum cleaner brush is recommended. Most stains can be blotted with a damp sponge and mild detergent. Before using anything stronger than mild detergent and lukewarm water, test an unobtrusive corner of the shade. If you have any questions, call your dealer for advice.

### WARNING

STRANGULATION HAZARD — Young children can be strangled by cords. Immediately remove this product if a cord longer than 22 cm or a loop exceeding 44 cm around becomes accessible.

## TROUBLESHOOTING

GENERAL PROBLEM	SYMPTOM	SUGGESTED REMEDY
Head rail shifts out of square.	<p>One or more gear wheels not in proper position on track.</p> <p>One or more gear wheels not engaged to internal shafts.</p>	<p>All four gear wheels need to be in place engaging the gear track to function properly.</p> <p>All four gears must be connected to the two shafts to function properly</p>
Gear wheels slip on track.	<p>Skipping noise, out of square movement.</p> <p>Grinding or skipping noise, out of square movement.</p>	<p>Tension on draw bolts not sufficient. Tighten loose side.</p> <p>Broken teeth on gear wheels. Replace any broken wheels.</p>
Moving rail too difficult to move.	<p>Locking handle engaged.</p> <p>Tension on gear wheels is too great.</p> <p>Track not inserted into retainer properly.</p> <p>Shade too wide.</p>	<p>Make sure handle lock is off before attempting to move shade.</p> <p>Loosen gear wheels until shade moves easily without skipping or going out of square. A 1/4 turn counter-clockwise should be adequate.</p> <p>Make sure track is inserted firmly. A good test is that it should be impossible to insert a fingernail between the track and its retainer.</p> <p>Recheck width dimensions. Call your dealer if cutdown is required.</p>
Shade fabric does not move smoothly on track.	<p>Dirt or tape on track.</p> <p>Fabric not inserted properly.</p>	<p>Make sure that track is clean.</p> <p>Make sure fabric is installed correctly between color strip and gear track.</p>