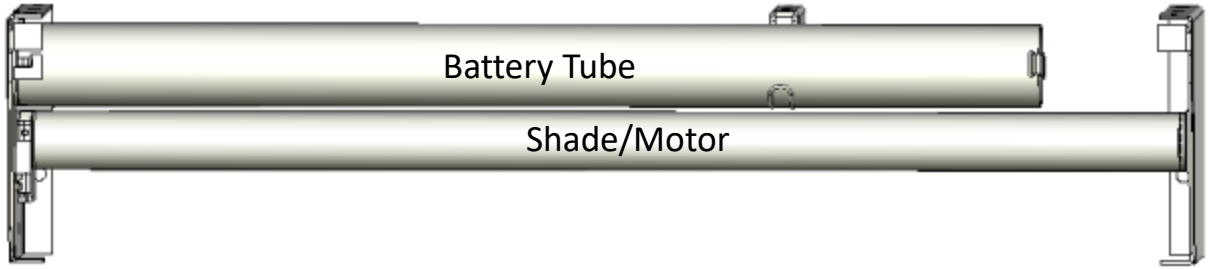
Leviosa Shades Installation

Installation is simplified because:

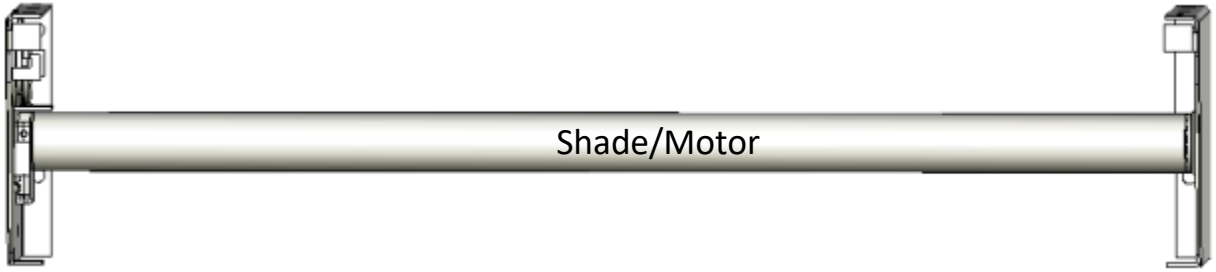
- **Parts install separately, so less weight to lift.**
- **No manual electrical connections – they are built-in.**

Final installation of Leviosa Shade. Valance is shown.

Final installation of Leviosa Shade powered by Battery Pack, normally hidden by Valance (not shown)



Final installation of Leviosa Shade powered by Wall adapter (not shown). Valance also not shown.



1. Plan the Installation

CAUTION: Risk of injury from falling objects. DO NOT mount any motorized shade on a door, a door jamb, or in any other moveable surface, or where it could be subjected to impacts, such as a location where a door can open into it.

Since **Leviosa Motor Shades** are custom made to your specifications, they will install easily and fit beautifully.

FIXED Mounting Options:

Inside mount: Shade is mounted inside the window frame, either to the top of the frame or to the sides.

Outside mount: Shade is mounted either on or outside the window frame.

Note: Bracket screws provided are suitable for mounting to solid wood mounting surfaces.

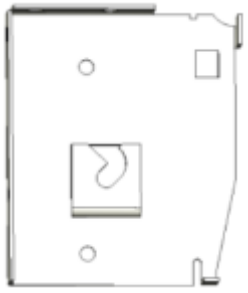
- For wallboard or plaster: Use hollow wall anchors for added support.
- For concrete, stone, brick or tile: Use an appropriate drill bit and appropriate anchors before fastening the screws.
- For metal surfaces: Pre-drill holes before fastening the screws.

Suggested Tools

- Drill
- Level
- Pencil
- Screwdriver
- Tape measure

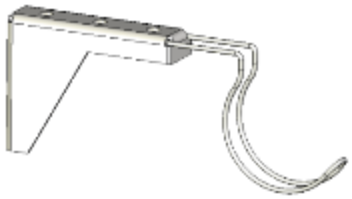
Parts:

Left Bracket



Right Bracket

Slide into each other



Mid-Bracket*

Battery Tube Holder*

2 Side Covers
(left and right have both dull and shiny finish)

2 Edge Covers
(left and right are same)

Battery Tube*

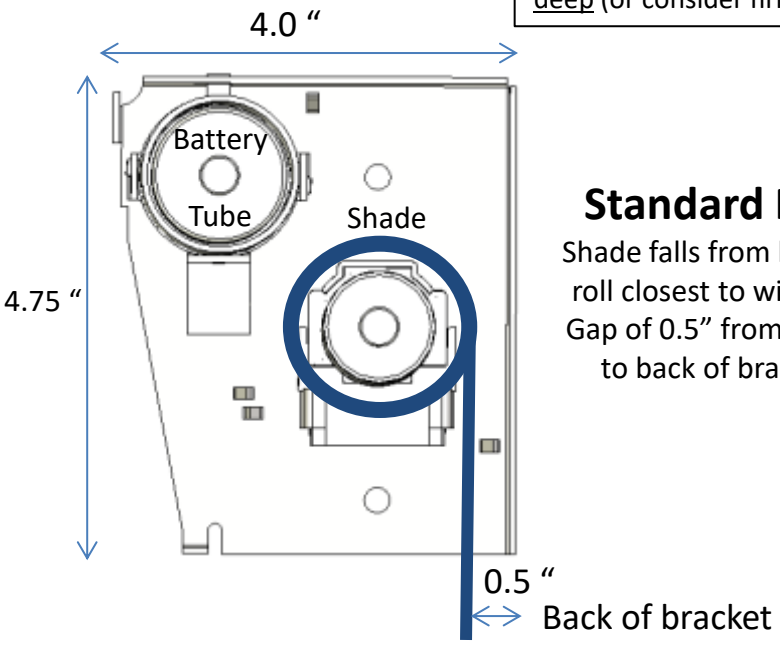
Battery Tube Cap*

Pack of 6 screws

* These parts not included when using Wall Adapter

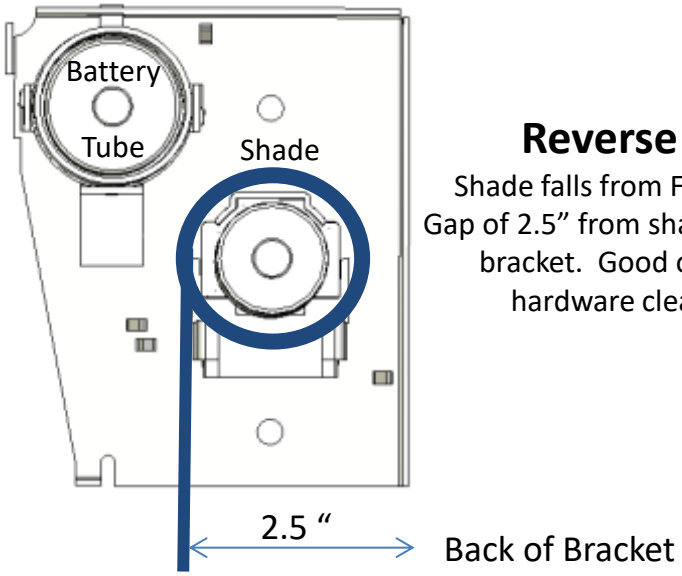
Leviosa Shades Measurement Specifications (page 3)

Note on Top jamb Depth: To attach the brackets securely, the top horizontal jamb must be at least 2 inches deep (or consider firmly attaching a solid plate/trim piece to your jamb to extend the jamb depth).



Standard Roll

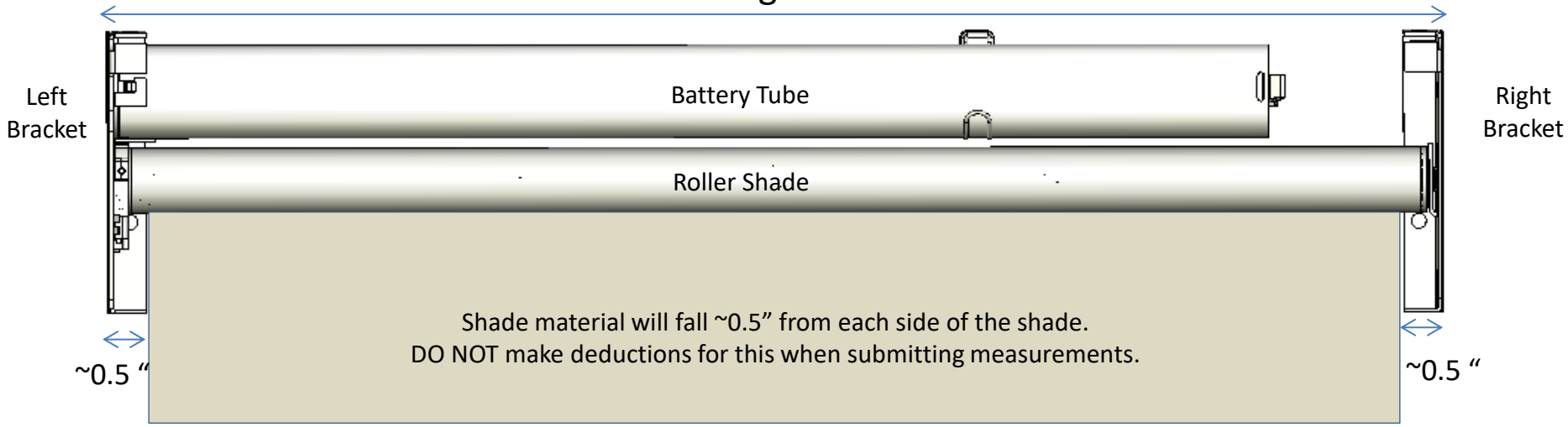
Shade falls from back of roll closest to window. Gap of 0.5” from shade to back of bracket



Reverse Roll

Shade falls from Front of roll. Gap of 2.5” from shade to back of bracket. Good option for hardware clearance.

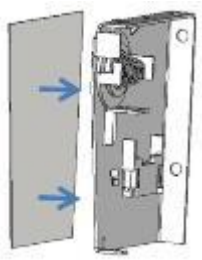
Measure Width will fit between outer edges of where each bracket will be installed



2A. Mount Brackets – INSIDE Mount

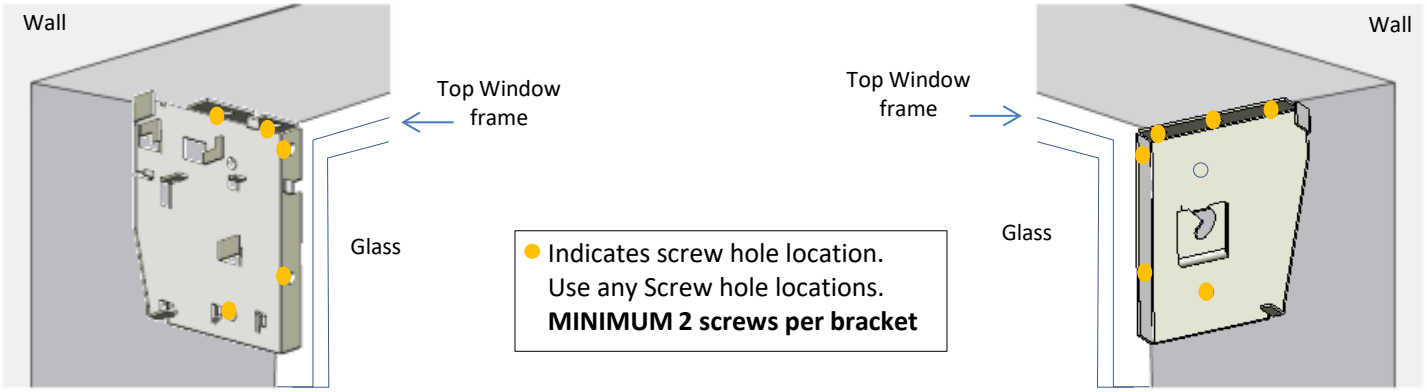
First – Attach the side covers to the outside of the LEFT and RIGHT brackets, using the 2-way tape. Peel the top layer of the tape to expose the adhesive, then press the cover on the bracket. Repeat for both LEFT and RIGHT brackets. Covers should not overlap bracket edges.

Attach side cover to LEFT bracket. Repeat for RIGHT bracket.



Note on Top jamb Depth: To attach the brackets securely, the top horizontal jamb must be at least 2 inches deep (or consider firmly attaching a solid plate/trim piece to your jamb to extend the jamb depth).

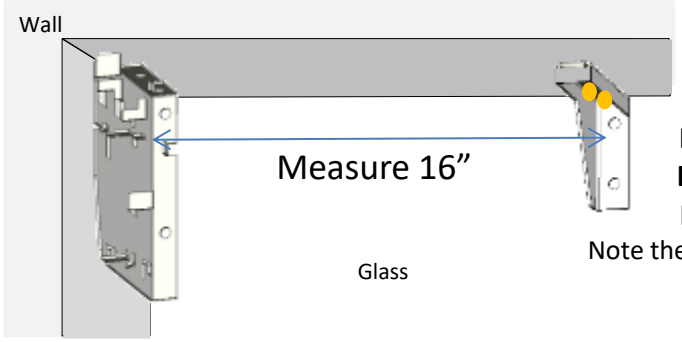
1. Hold the LEFT bracket (with side cover attached) in place in the corner of the window frame. Use a pencil to mark locations for 2 screws at the top of the bracket. Then, mark 1 screw location on the back side or face, choosing the lowest hole position available. Drill a 1/16" pilot hole on the pencil marks, and screw the bracket into place. Repeat these steps for the RIGHT bracket.



Left Bracket (with side cover attached)

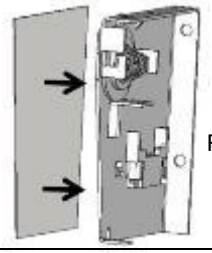
Right Bracket (with side cover attached)

2. **Attach MIDDLE BRACKET** (only when using Battery Tube): Measure 16" from the left bracket along the top window frame and mark a short line with a pencil. Hold the MIDDLE BRACKET FIXTURE at that pencil line and against the back of the window, with the 'cap' at the top. Use a pencil to mark locations for 2 screw closest to the inside that still attach to the frame. Drill a 1/16" pilot hole on the pencil marks, and screw the bracket into place. You do not need screws for the back side.



Left Bracket

2B. Mount Brackets – OUTSIDE Mount



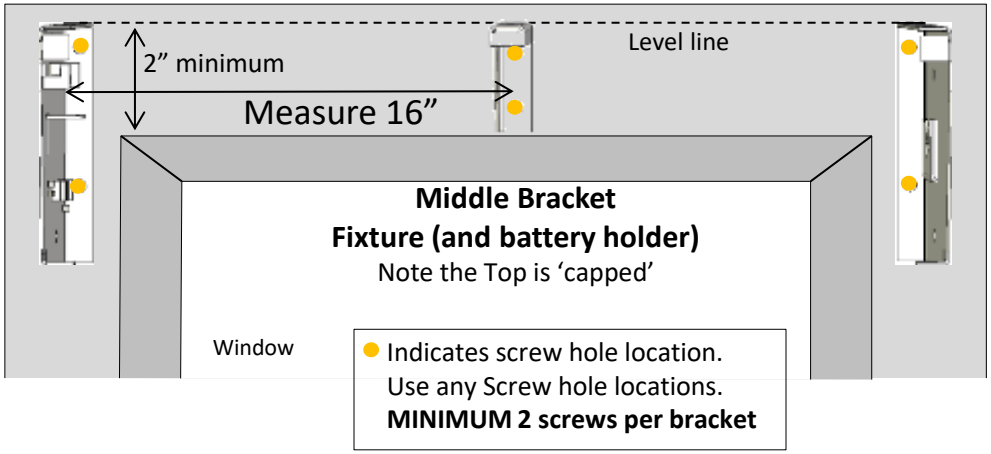
Attach side cover to outside LEFT bracket. Repeat for RIGHT bracket.

First – Attach the side covers to the outside of the LEFT and RIGHT brackets, using the 2-way tape. Peel the top layer of the tape to expose the adhesive, then press the cover on the bracket. Repeat for both LEFT and RIGHT brackets. Covers should not overlap bracket edges.

IF you have Window Trim that sticks out from the wall, and you want to install your shades around/over the trim, your system may require spacers (generally small wood pieces) equal to the thickness of your trim, so the shade travels freely. To avoid needing spacers, plan to mount the bottom of your shade brackets above the top of any window trim. You'll need at least 4 ½ inches of space above your trim so the brackets fit.

1. Hold the LEFT bracket in place on the window frame. Bracket should be straight up/down, not tilted. Use a pencil to mark locations for 2 screws in the bracket holes on the frame. Drill a 1/16" pilot hole on the pencil marks, and screw the bracket into place. Mark the location for the outside of the RIGHT bracket, measuring the width of your shade (width you ordered) from the outside of the left bracket. Measure the same height above the window frame, or use a Level to ensure the top of the RIGHT bracket is even with the top of the LEFT bracket. Hold the outside of the RIGHT bracket next to the lines. Bracket should be straight up/down, not tilted. Use a pencil to mark locations for 2 screws in the bracket holes on the frame. Drill a 1/16" pilot hole on the pencil marks, and screw the bracket into place.

NOTE for shades using battery tube: The top of the bracket must be at least 2 inches above any opening the shade covers.



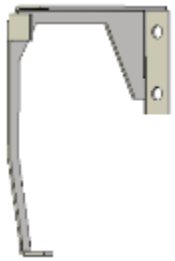
Left Bracket

Right Bracket

2. **Attach MIDDLE BRACKET and battery holder** (only when using Battery Tube): Measure 16" from the left bracket along the top window frame and mark a short line with a pencil. Use a Level to mark a line even with the top of the left bracket.. Hold the MIDDLE BRACKET FIXTURE 16" from the left bracket and at that level line, straight up/down (no tilt), with the 'cap' at the top. Use a pencil to mark locations for the 2 screws. Drill a 1/16" pilot hole on the pencil marks, and screw the bracket into place. Both screws must be used. **Pull the 'Battery Tube holder' forward** (but not out) to allow space for the shade to insert.

2B. Mount Bracket(s) – WIDE SHADES

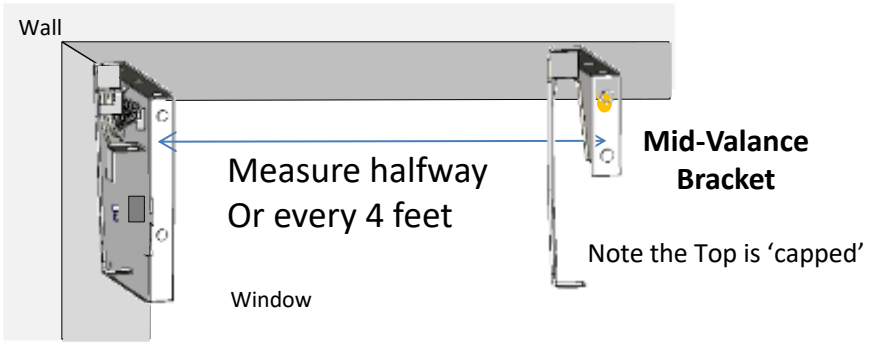
- This ONLY applies to shades wider than 8 feet.
- 1-2 brackets are required every 4 feet to support the Valance
- Attach the bracket with 2 screws either at the top or back side



Mid-Valance Bracket

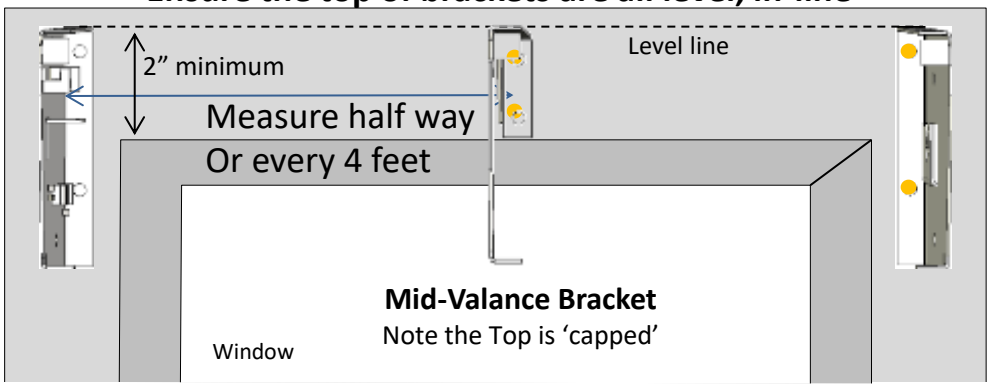
INSIDE MOUNT

Left Bracket



OUTSIDE MOUNT

Ensure the top of brackets are all level, in-line

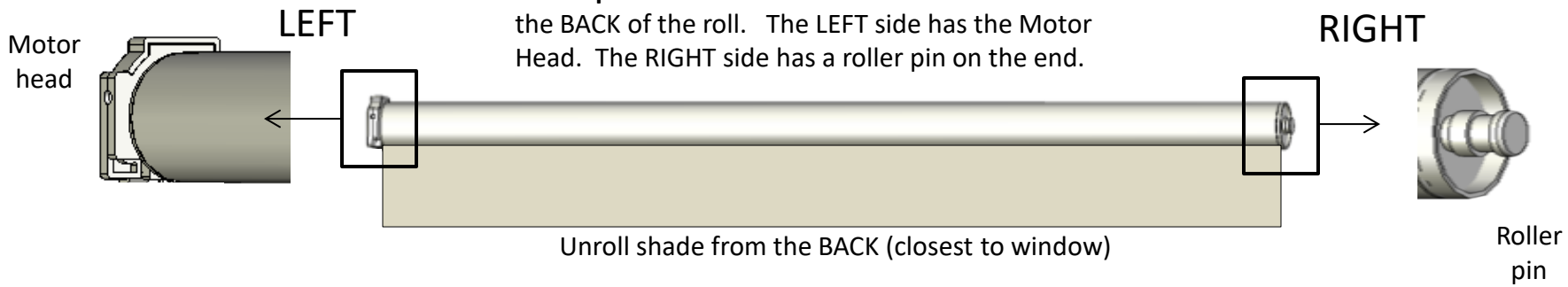


Left Bracket

Right Bracket

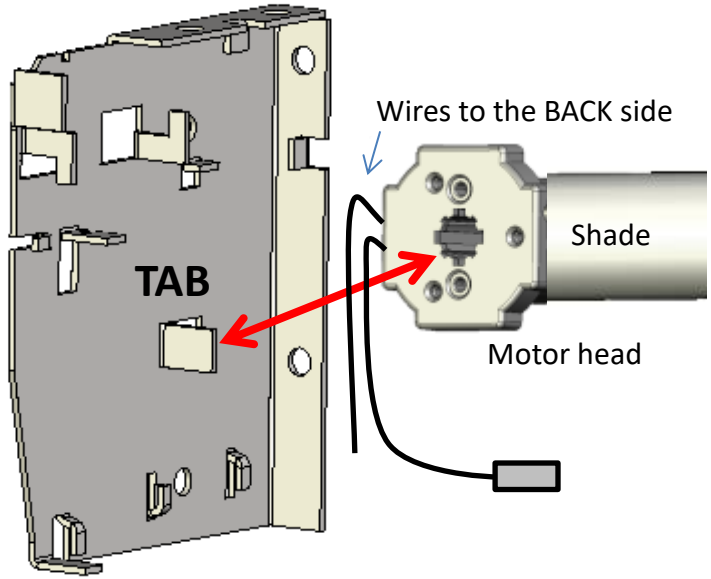
3. Install the Shade

1. **Prepare the shade:** Unroll the shade 2 turns from the BACK of the roll. The LEFT side has the Motor Head. The RIGHT side has a roller pin on the end.



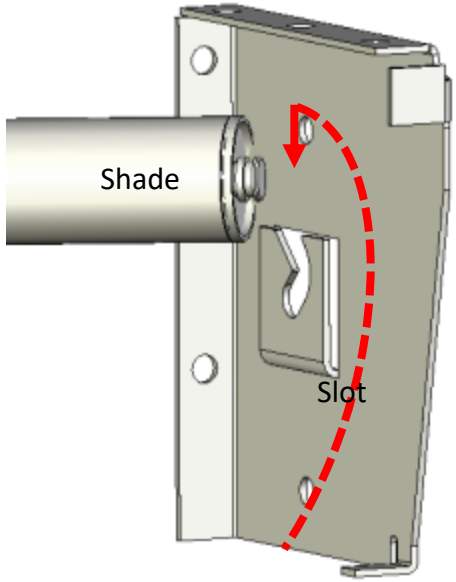
2. Lift and place the shade: Using a second person, lift the shade between the left and right brackets.
   A. Fit the LEFT side Motor head onto the LEFT bracket tab.
   B. Lift the RIGHT side shaft in <u>front</u> of the SLOT, and then place it into the slot.

A. LEFT Side



Fit motor head onto Tab. The wires must face the BACK side.

B. RIGHT Side



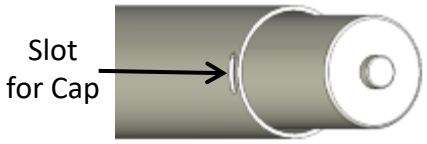
The shaft of the shade should follow this path to the Slot

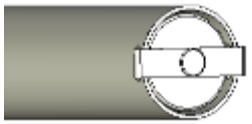
4A. Install the Battery Tube (for units with battery power)

Users with Wall Adapter will skip this page

Prepare the Battery Tube:

1. Fill the tube with 8 D-size alkaline batteries (Duracell recommended). Insert the batteries all in the same direction, with 'pip' facing outward toward the opening.
2. Fasten the Battery Tube CAP by clipping the cap across the opening into the slots in each side. Cap can be fastened from either side.

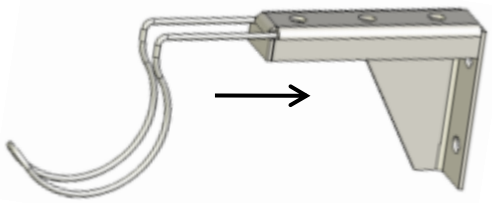


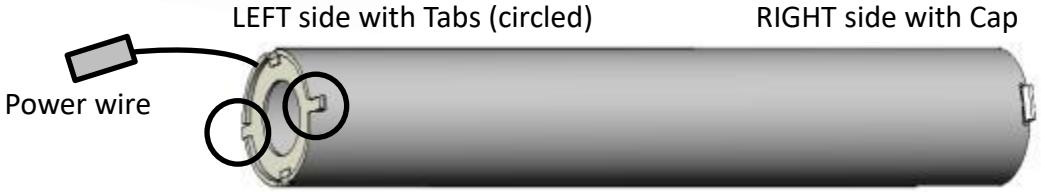


Attach the Tube Holder:

The Battery tube is supported by the Left Bracket and the Mid-Bracket with Tube Holder

Push **Battery Tube Holder** all the way into the **Mid-Bracket** toward the wall.

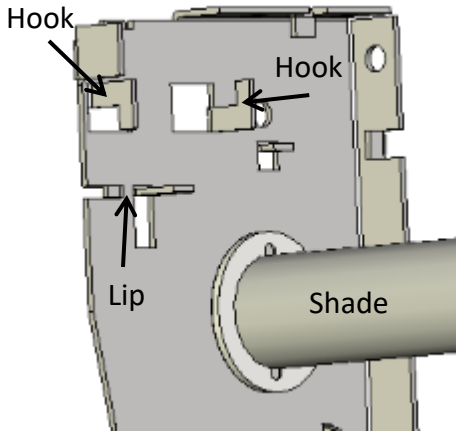




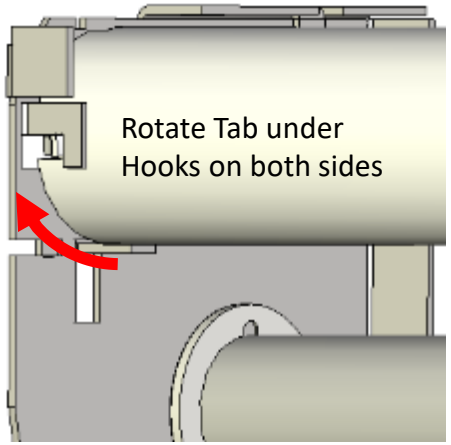
Attach the Battery Tube to LEFT Bracket

1. Place the LEFT side of Tube with Tabs onto the Lip on the LEFT bracket.
2. The Power cord faces toward the BACK of the shade.
3. Place the RIGHT side with Cap onto the Battery Tube Holder.
4. Rotate the Tube to engage the Tabs under the Hooks.

LEFT Bracket



LEFT Bracket with Battery Tube



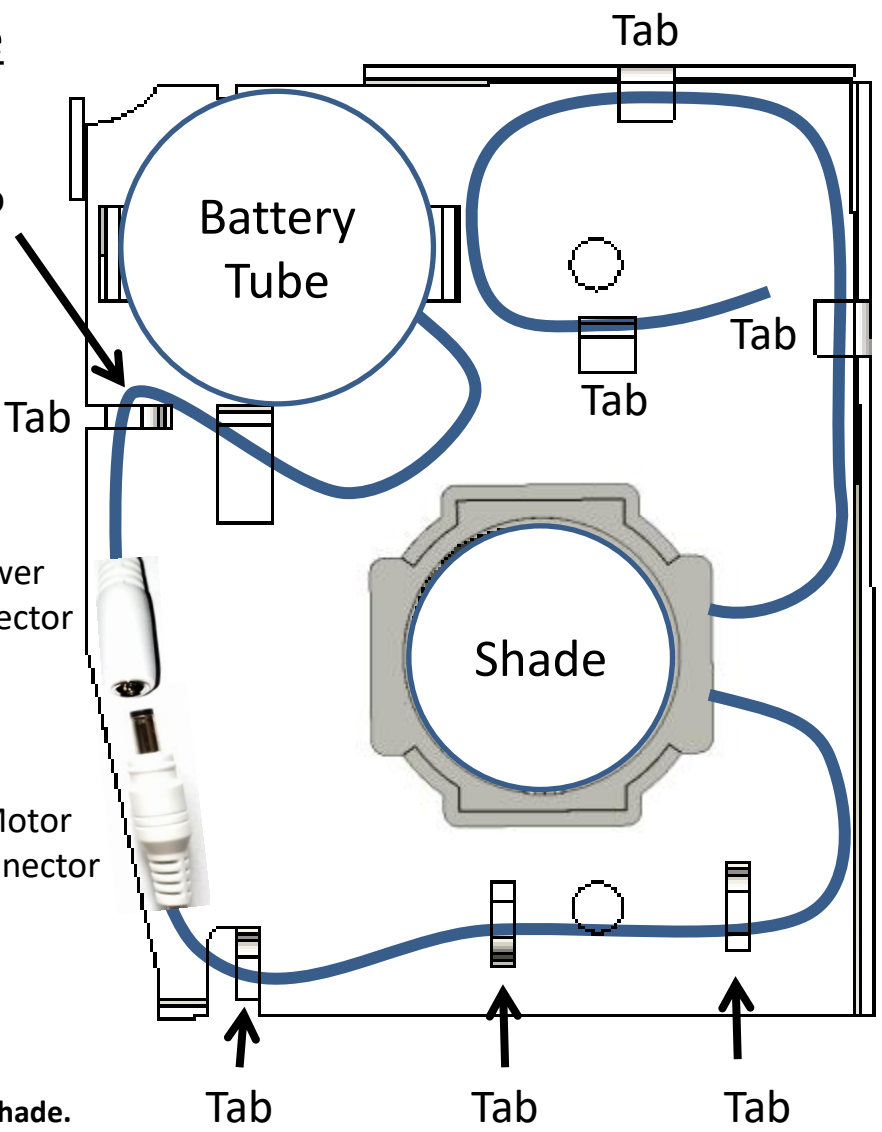
4B. Connect the wires, and hook wires to bracket

For Battery tube connections

White Power Wire

(from battery tube)

Place under Tab LAST. This is also the FIRST to disconnect when servicing.



White Antennae Wire

From Motor

(Do NOT Cut)

Place wire under the tabs to hold in place

Connectors from Power Supply and Motor attach in FRONT of bracket

Both wires face BACK side of the Bracket

White Power Wire

From Motor

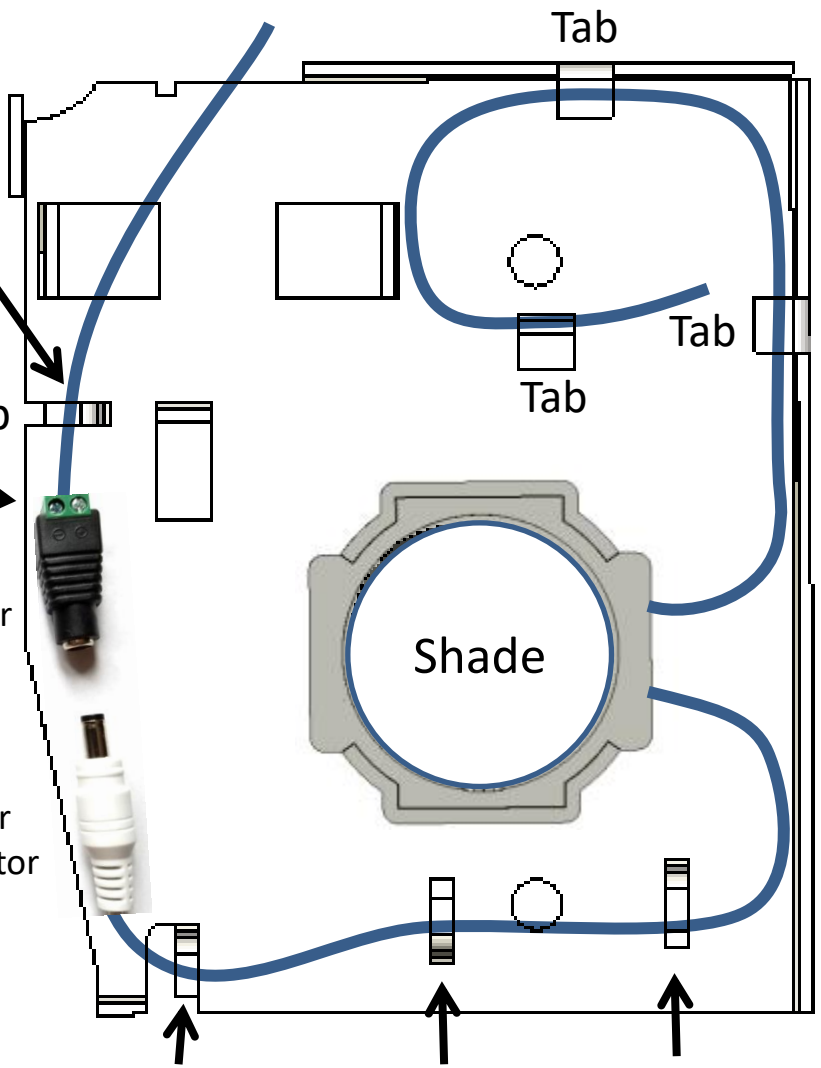
With Connector End

You are ready to Program your Shade.

4C. Connect the wires, and hook wires to bracket

For Wall Adapter or Hardwiring connections on 4.5” brackets

4” and 3” square brackets will not have tabs to hold wires



Power Wire
(from wall adapter, or hardwiring)
Place under Tab LAST. This is also the FIRST to disconnect when servicing.

2 screw terminals to 12VDC wires

Power connector

Motor connector

Connectors from Power Supply and Motor attach in FRONT of bracket

White Antennae Wire
From Motor
(Do NOT Cut)

Place wire under the tabs to hold in place

Both wires face BACK side of the Bracket

White Power Wire
From Motor
With Connector End

You are ready to Program your Shade.

Press wire UNDER tabs

4D. Install the Wall Adapter (for units powered by Wall Adapter)

Users with Battery Tube will skip this page

The Wall Adapter has 10 ft of cord and plugs into a normal US electric outlet. Run the cord to the motor Jack, attaching to clips on the inside face of the LEFT Bracket (see page 4C).

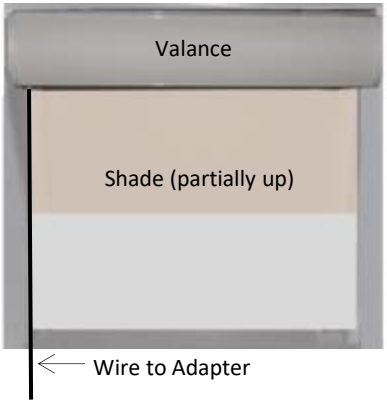
Want to eliminate cords? Options: (consult a licensed electrician and follow local codes)

1. Install an outlet near or behind the shade.
2. From 12V adapter, run wire inside the wall to the shade bracket.

Plan how you run your cord:

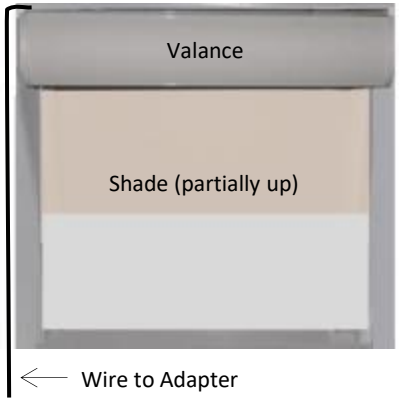
Inside, back toward window

View from front

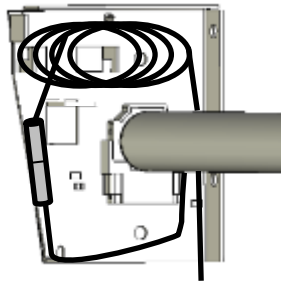


Outside, over the bracket

View from front



EXCESS CORD (up to 2 feet) can be coiled, taped, and stored inside the left bracket, using the hooks of the LEFT Bracket. Ensure the excess cord does not interfere with shade operation.

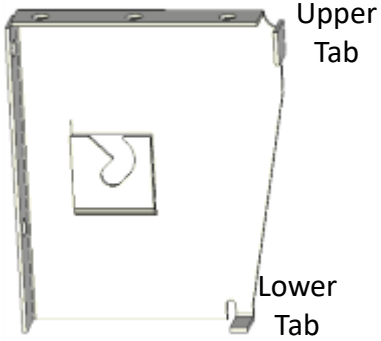


You are ready to Program your Shade.

5. Mount the Valance and Finishing

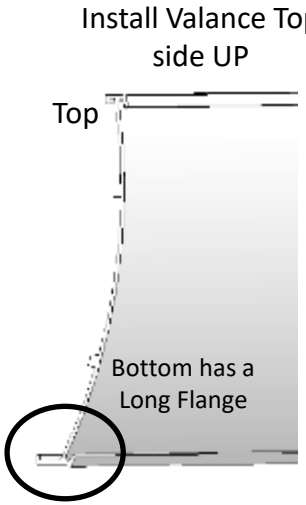
NOTE: Program your Shade BEFORE you fit the Valance as access to the motor is needed for programming

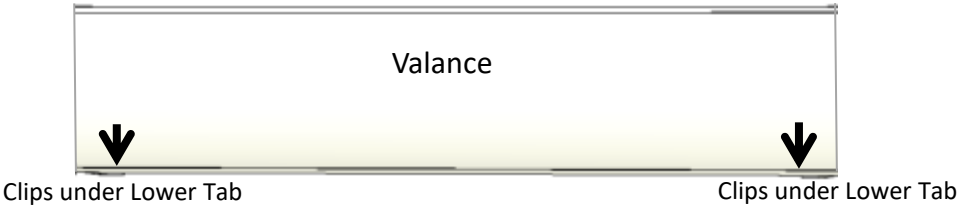
The Valance is sized to fit your Shade beautifully.



The LEFT and RIGHT brackets have Upper and Lower Tabs that the Valance connects to:

1. Place the top of the Valance on BOTH upper Tabs
2. Swing the Valance toward the shade until the Valance contacts the Lower Tabs.
3. Press the valance into place to be held by the Tabs.





For WIDE shades with mid-Valance bracket(s), also attach the valance over the top and bottom of those tabs.


Edge Cover

Finishing – Add the Edge Caps

- An Edge Cap fits both sides of the Valance. Install the Valance FIRST before installing the Edge Caps.
- Install the Edge Cap from the FRONT of the valance. The top and bottom clip over the valance.
- The thin sides can be easily trimmed with scissors to fit tight side spaces.
- To help secure the Edge Cover, 2-way tape is located on the back side. Remove the adhesive top film and attach the Edge Cover to the valance.

Trouble Shooting, and Tips and Tricks

1. **Shade not rolling up/down evenly.** This is caused by unlevel brackets. Some window frames are not level, even though they look level. Use a leveler to ensure the tops of the brackets are level and your shades will roll up and down evenly. If the issue is minor, see the NEXT page for corrections.

2. **Shades make 'beep' sound when User sends remote commands.** Batteries are inserted improperly (ensure all in same direction), or batteries are low and need to be replaced.

More Trouble Shooting and tips listed in the 'Programming Instructions'

Customer and Installer feedback over time can help you with your project:

1. **Easy way to remove battery power from shades during programming** (for multiple shades): Simply unplug the power connectors, and carefully unhook the cable from the bracket tabs.

Have more tips based on your experience that will benefit other Leviosa Motor Shade users? Please share them with us at: solutions@leviosashades.com

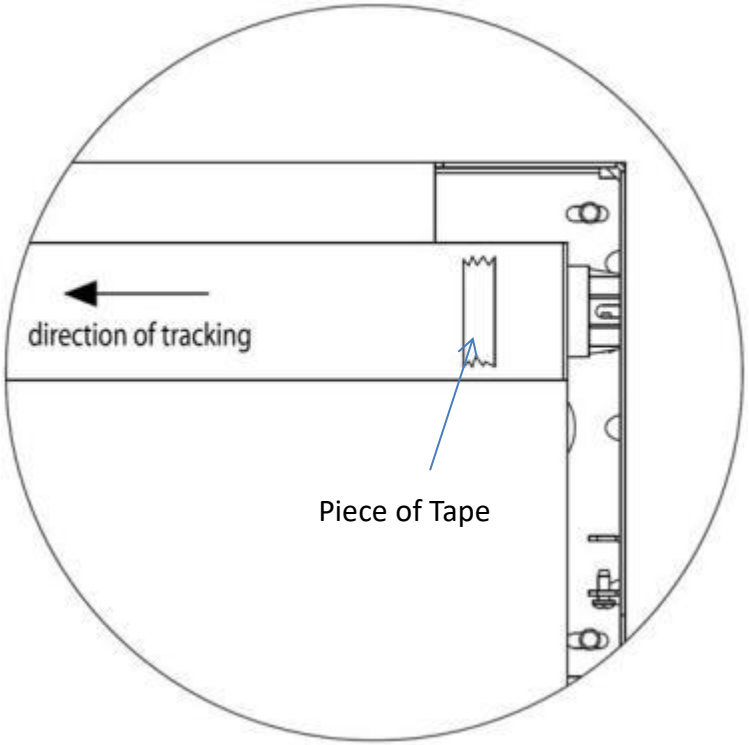
ENJOY your Beautiful, Reliable, Affordable Shades from Leviosa Shades!

Correcting Shades that Roll up Incorrectly - Telescoping

Not rolling up evenly is the most common problem with any type of roller shade. “Telescoping” is when the shade gathers to one side or the other as it is rolled up. This is typically a leveling problem, however; you do not have to remove the shade to fix it.

Solution:

1. First check the mounting brackets to ensure that they are aligned and level. Ensure that the roller tube with the shade is level. Please use a leveling device as many windows are not perfectly level.
2. Some fabrics have a tendency to telescope to one side or the other when rolling up. To remedy this:
   A. Unroll the shade until you can see where the fabric is attached to the roller.
   B. Place a small piece of masking tape at the attachment on the opposite side end from where the shade is telescoping.
   C. A second or even third piece can be placed on to fix more extreme telescoping problems.



View facing Shade