

Leviosa Motor Shades

Square bracket and Cassette Shade Installation

(page 1)

HANDLING - Please handle shades with care. Do not use a knife to open. Save your packaging in the event your shade needs to be returned in order to keep it clean.

TOOLS REQUIRED

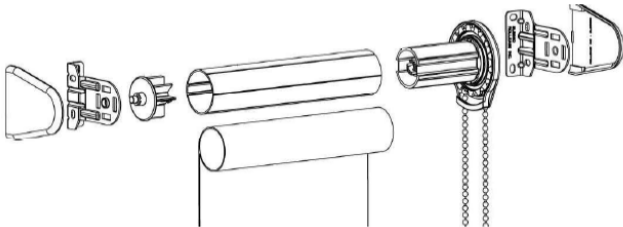
- Drill or screwdriver
- 1/4" hex nut driver
- 7/64" drill bit
- Steel measuring tape
- Level
- Alternative fasteners and tools should be used depending on mounting surface

NOTE - Please note specialty applications beginning with #6. These may affect the order of product installation.

For Cassette Installation, Proceed to Step 8.

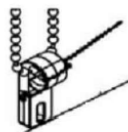
1. MOUNT THE BRACKETS (OPEN ROLL/FASCIA)

- For Inside Mount** - Position the brackets in the upper corner of the window, ideally flush with the front of the window frame ensuring the roller clears any obstructions. Most brackets are reversible and universal for IM or OM.
- For Outside Mount** - The Packing Label indicates the ordered size. Determine the correct mounting location by using the width on the packing label. Use a level to ensure proper installation.



2. INSTALL THE SHADE

- If Back Fascia is included with the order, skip to step 5 and return to finish installation.
- Determine the control side. Refer to the packing list for order specifications.
- Place the spring loaded pin into the idle side bracket.
- Set the hooks for the clutch or motor into the control side bracket and gently pull down until the control locks in place.



- For Outside Mount - Install end caps.
- Install the tension device to reduce the risk of strangulation. Use anchors if necessary. Ensure there is adequate tension to optimize operation of the clutch.

3. TEST THE SHADE

- Test shade operation and limits. For motor limit setting, see motor programming instructions.
- If necessary, adjust bead stop locations by removing the existing bead stop with a clean pair of pliers and replacing the stop on the correct bead. *NOTE* - For Galaxy clutch and Neolux shades, the chain loop is continuous with no bead stops.

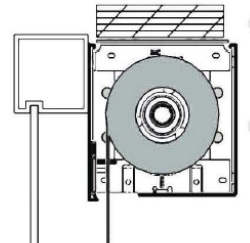
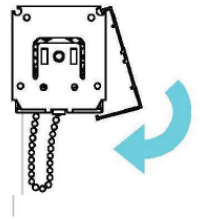
4. INSTALL HOLD DOWN BRACKETS

- Lower the shade to its full length.
- Place the pin of the hold down bracket into the provide hole in the end cap. Mark that location.
- Fasten hold down brackets into marked location.



5. INSTALL FASCIA PANEL

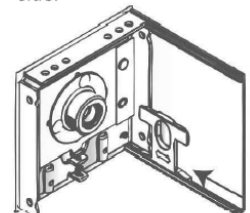
- For fascia covered shades, attach the fascia by hooking the top lip of the fascia onto the top front corner of the bracket.
- Rotate the fascia downward using the top corner as a hinge.
- Snap fascia into place.
- For clutch operated shades, there is a notch on the side of the clutch. *Motorized shades will not have a notch.*



Standard Fascia with Back Fascia eliminates view of roller from outside.

6. REVERSE (BACK) FASCIA

- 4" Reverse/Back fascia arrives with wedge blocks installed. These are necessary for the fascia to hold tight on to the brackets. Back and Reverse Fascia are identical in product, only the application is different.
- Back Fascia is installed before



Leviosa Motor Shades

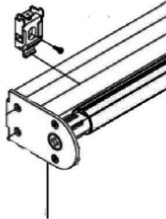
Square bracket and Cassette Shade Installation

(page 2)

placing the shade into the brackets.

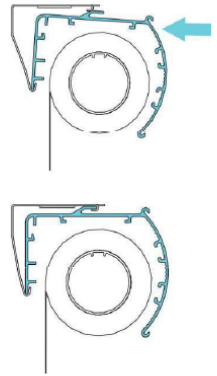
- c. Reverse Fascia is installed after a reverse roll shade is installed.
- d. Attach fascia onto brackets by hooking the top lip of the fascia onto the top rear corner for back fascia (top front corner for reverse fascia) of the bracket, then rotate downward.
- e. Slide the Wedge Block over the lip of the bracket to hold fascia in place.

7. CORDLESS INSTALLATION

- a. Note - Ensure outermost brackets are no more than 2" from the end.
- b. For inside mount - Install brackets at the top of the window frame with the spring clip facing the rear of the opening. Ensure no obstructions during operation of the shade.
- c. For Outside Mount, use a level to ensure proper shade installation. The spring loaded installation clip can be mounted vertically against the wall/door with the spring clip facing downward.
- d. Position the Cordless Headrail such that the front (top) of the rail rests on the metal portion of the clip.
- e. Rotate the headrail back (downward) until the headrail snaps into place.
- f. To adjust Cordless shade tension:
 - Ensure you have access to the outside of the left side of the unit.
 - Holding the roller in one hand, use a larger flathead screwdriver in the other and rotate the adjustment.
 - Clockwise rotation increases tension. Counterclockwise lowers tension.
- g. To adjust Cordless Shade top limit:
 - Ensure you have access to the outside of the right side of the unit.
 - Raise shade to its upper limit.
 - Use a large flathead screwdriver and rotate the adjustment in the counter-clockwise direction.

8. CASSETTE INSTALLATION

- a. Note - Ensure outermost brackets are no more than 2" from the end.
- b. For inside mount - Install brackets at the top of the window frame. Ensure no obstructions during operation of the shade.
- c. For Outside Mount, use a level to ensure proper shade installation
- d. Position Cassette such that the back is resting on the back lip of the bracket. This becomes a pivot point.
- e. Rotate Cassette upward until unit snaps into brackets.
- f. Verify all brackets engage the Cassette.



TROUBLESHOOTING/MAINTENANCE

- a. Telescoping:
 1. Verify shade is installed level. Level as necessary.
 2. If shade is level, roll shade down until tube is visible. Place a strip of masking tape on the side opposite the traveling direction. Test shade and repeat as necessary.
- b. Noisy Parts:
 1. Usually due to plastic on plastic movement. Use a small amount of silicone spray on the affected area
- c. Cleaning methods:
 1. PVC Coated Screens: Use mild soap and water, Magic Eraser or Zep Write Away
 2. Decorative Fabrics: Clean a local area by applying and removing masking tape.