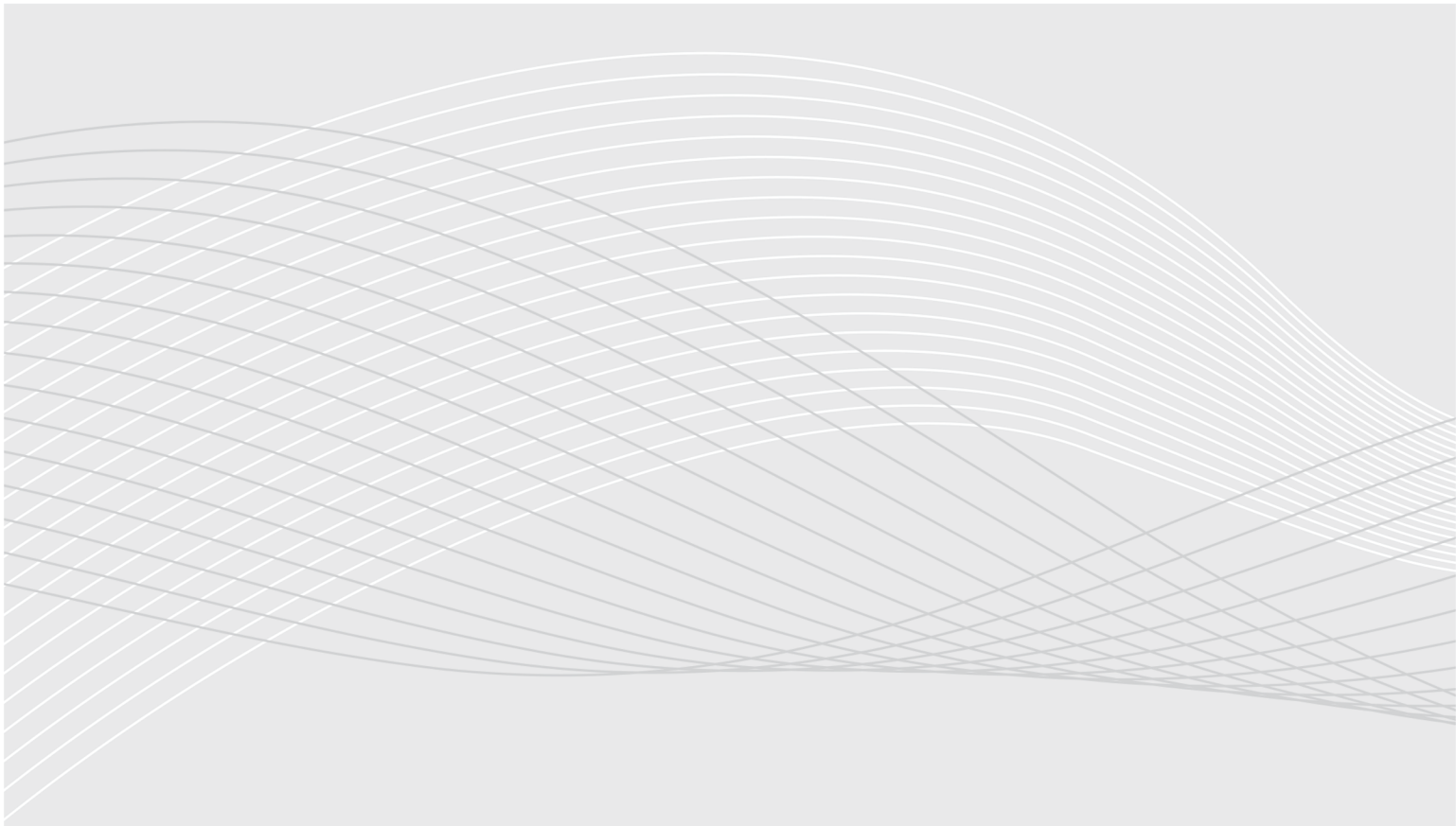# LINK SHADES

12V DC ROLLER SHADE
User Manual V.2.1

■ INTRODUCTION

Thank you for your purchase. The following user manual will walk you through the setup of your Link Shades device.

In the event your shade has wrinkles or creases leave it fully closed for 24 hours after the setup procedure is complete. This will flatten the fabric.

Safety

WARNING: Read and understand all instructions. Failure to follow all instructions listed below may result in serious injury.

CAUTION: Do not allow persons to operate or install this device until they have read this manual and have developed a thorough understanding of how the linear actuator works.

WARNING: The warnings, cautions, and instructions discussed in this instruction manual cannot cover all possible conditions or situations that could occur. It must be understood by the operator that common sense and caution are factors which cannot be built into this product, but must be supplied by the operator/

Warranty

Link Shades offers a 1 year warranty on all motors and controls. Specifically, Link Shades warrants its motors and controls to be free from defects in material and workmanship under normal and proper use for a period of 1 years commencing on the order date of the product. If the Link Shades product fails within this 1 year period, we will repair or replace it free of charge.

> ⚠️ **WARNING**
>
> This item is designed for certain applications only. The distributor cannot be responsible for issues arising from modification. We strongly recommend this item not be modified and/or used for any application other than that for which it was designed.
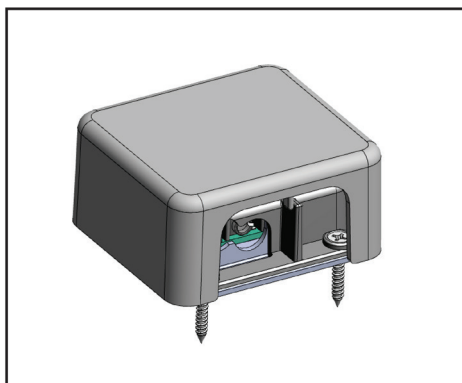
ITEM CHECK LIST

Please make sure all components below were in the box. If you are missing anything, please contact us.
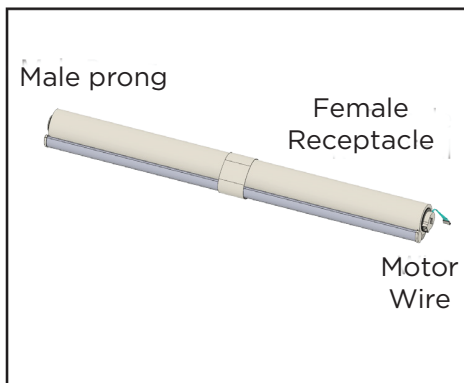
Window Shade
Male prong
Female Receptacle
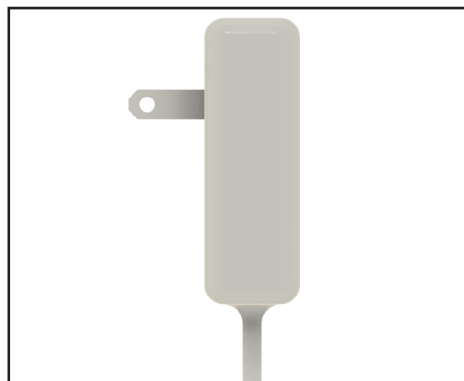Motor Wire

Pre-assembled shade with motor.

Control Box
WiFi control box with communication cable attached.

Wand

Power Supply
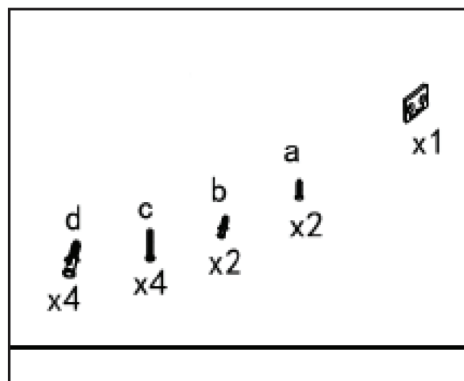9 foot 12v 3 amp power supply.

Mounting Brackets
Mounting Bracket Female Receptacle
Mounting Bracket Male Prong
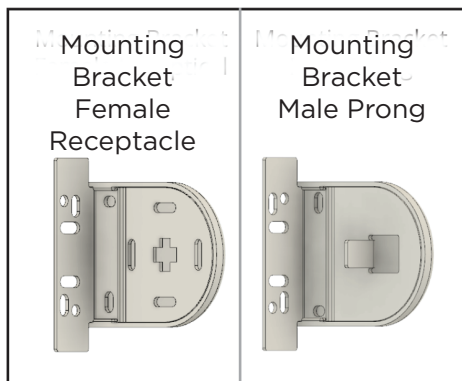
Universal mounting brackets for either inside or outside mount.
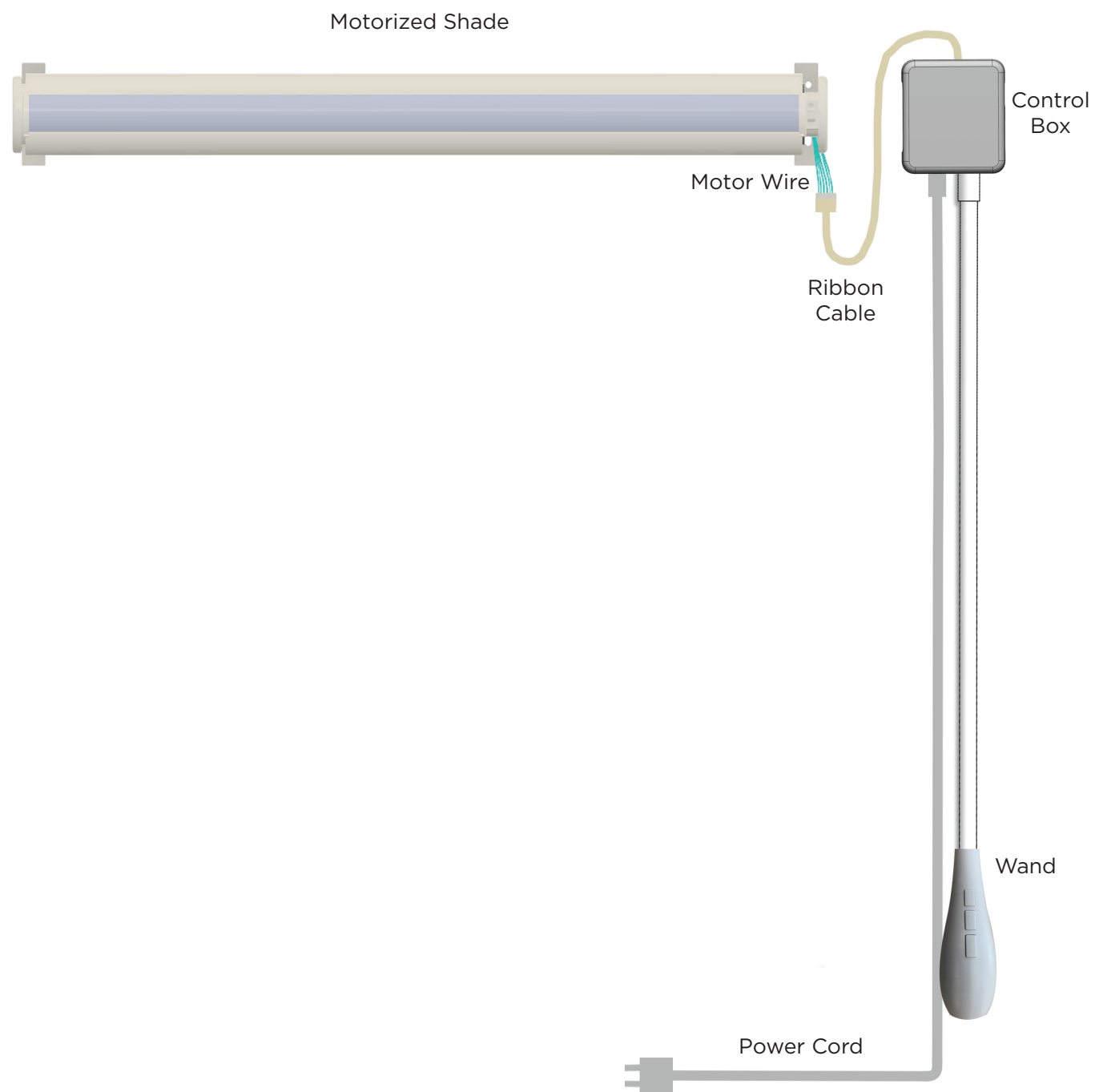Mounting bracket female receptacle
Mounting bracket male prong

Mounting Hardware
d x4
c x4
b x2
a x2
x1

(d): 4 bracket anchors
(c): 4 bracket screws
(b): 2 control box anchors
(a): 2 control box screws
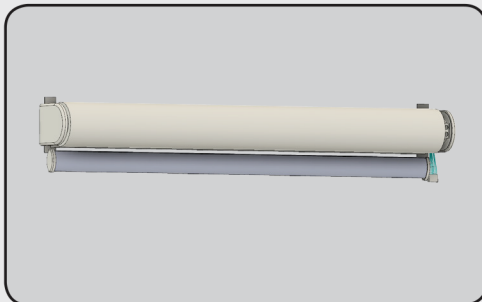Control box mounting plate
Control box adhesive sticker

Wall Moulding

SYSTEM DIAGRAM

Motorized Shade

Control Box

Motor Wire

Ribbon Cable

Power Cord

Wand

QUICK START GUIDE

1. Mount Shade (standard roll)

1. Mount Shade (Standard Roll)
a. Install mounting brackets. The ideal distance (in inches) between the outside of the right bracket and the outside of the left bracket is the stated width of your respective shade.
b. Insert right side of shade onto mounting bracket with the male prong.
c. Press the male prong in and slide the left side of the shade into the mounting bracket female receptacle.
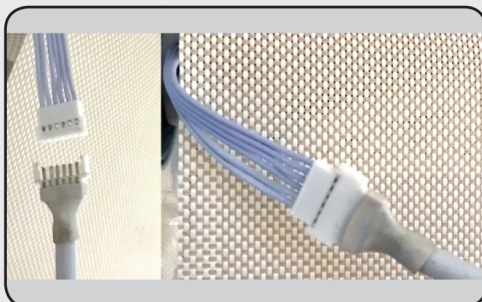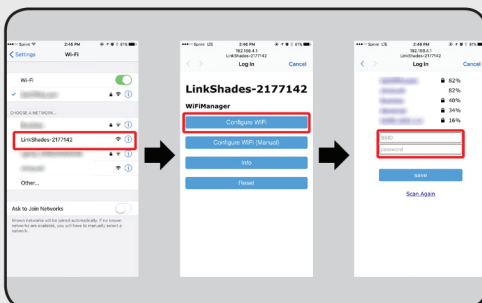
2. Mount Control Box

a. Plug the control box wire into the shade wire.
b. Connect wand.
c. Plug the 12v transformer into the control box (on bottom).
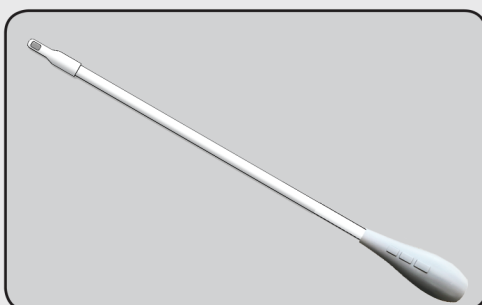
3. Test Shade Operation

a. Push Down button. Wait two seconds. Hit Stop. Push the Up button. Wait 2 seconds. Hit Stop.

4. WiFi Setup

a. Search for WiFi networks on your phone/computer.
b. Connect to LinkShades-xxxxxx
c. Follow wizard to join shade to your home network.
Important! Write down the numbers in the network name. This is your Shade ID.

5. Set Shade Limits

a. Press and hold Program button for 15 seconds on bottom of wand. Release when you hear 3 beeps.
b. Tap Up button. Hit Stop button when shade reaches top.
c. Press Program button to save top position.
d. Tap Down button, hit Stop button when shade reaches bottom. Press Program button to save position.

6. Shade App
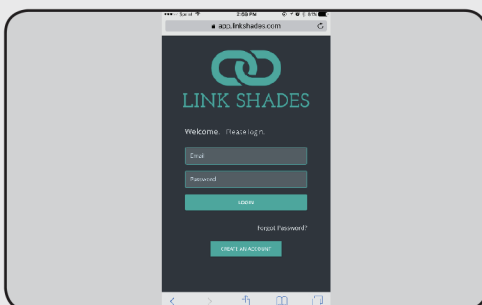
a. Create an account at https://app.linkshades.com
b. Add the shade to your account.
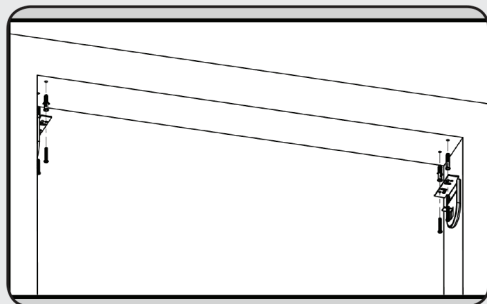c. Add "Link Shades" Alexa skill to Alexa account.

SHADE MOUNTING INSTRUCTIONS
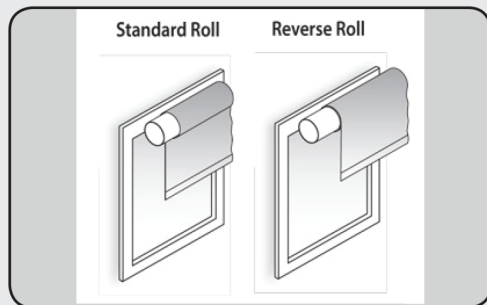
1. Standard or Reverse Roll

Standard Roll: Control box will be on the right side.
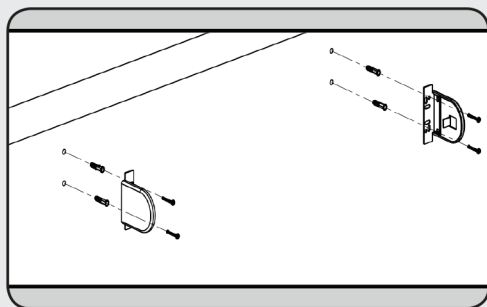The motor bracket will be on the right.
Reverse Roll: Control box will be on the left side.
The motor bracket will be on the left.

2. Install Brackets (Inside Mount)

The brackets can be installed either on top of the window frame (as pictured) or on the side.
The distance between the two brackets must be 1/8" wider than the stated shade width.

3. Install Brackets (Outside Mount)

Install the brackets using the provided screws and anchors.
The motor bracket must go on the right side of the window.
The distance between the two brackets should be 1/8" wider than the actual shade.

Example:
Stated shade width 36"w x 72"l
Outside brackets width: 36 1/8"
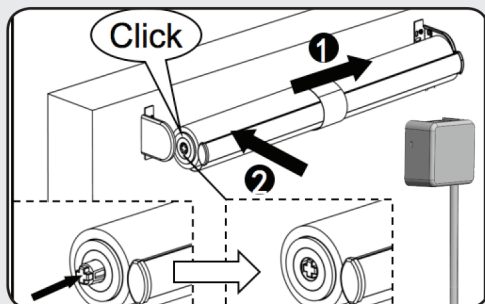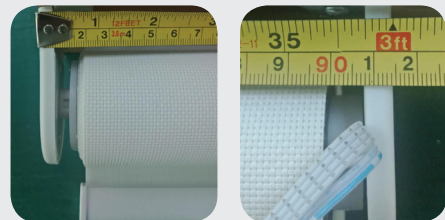
4. Install Shade

a. Insert the right side of the shade onto the male prong of the right mounting bracket.
b. On the left side of the shade, press the male prong in and slide the shade over the mounting bracket. The male prong will click into the left mounting bracket's female receptacle.

CONTROL BOX COMPONENTS

TOP VIEW

POWER SOCKET FOR DAISY CHAIN

VERTICAL BRACKET

RIBBON CABLE

VERTICAL BRACKET

SCREW HOLE

RIBBON CABLE

FRONT VIEW

VERTICAL BRACKET

VERTICAL BRACKET

SCREW HOLE

SEMI CIRCLE WAND HOLDER

SCREW HOLE

BOTTOM VIEW

POWER SOCKET

WAND PLUG IN SOCKET

SEMI CIRCLE WAND HOLDER
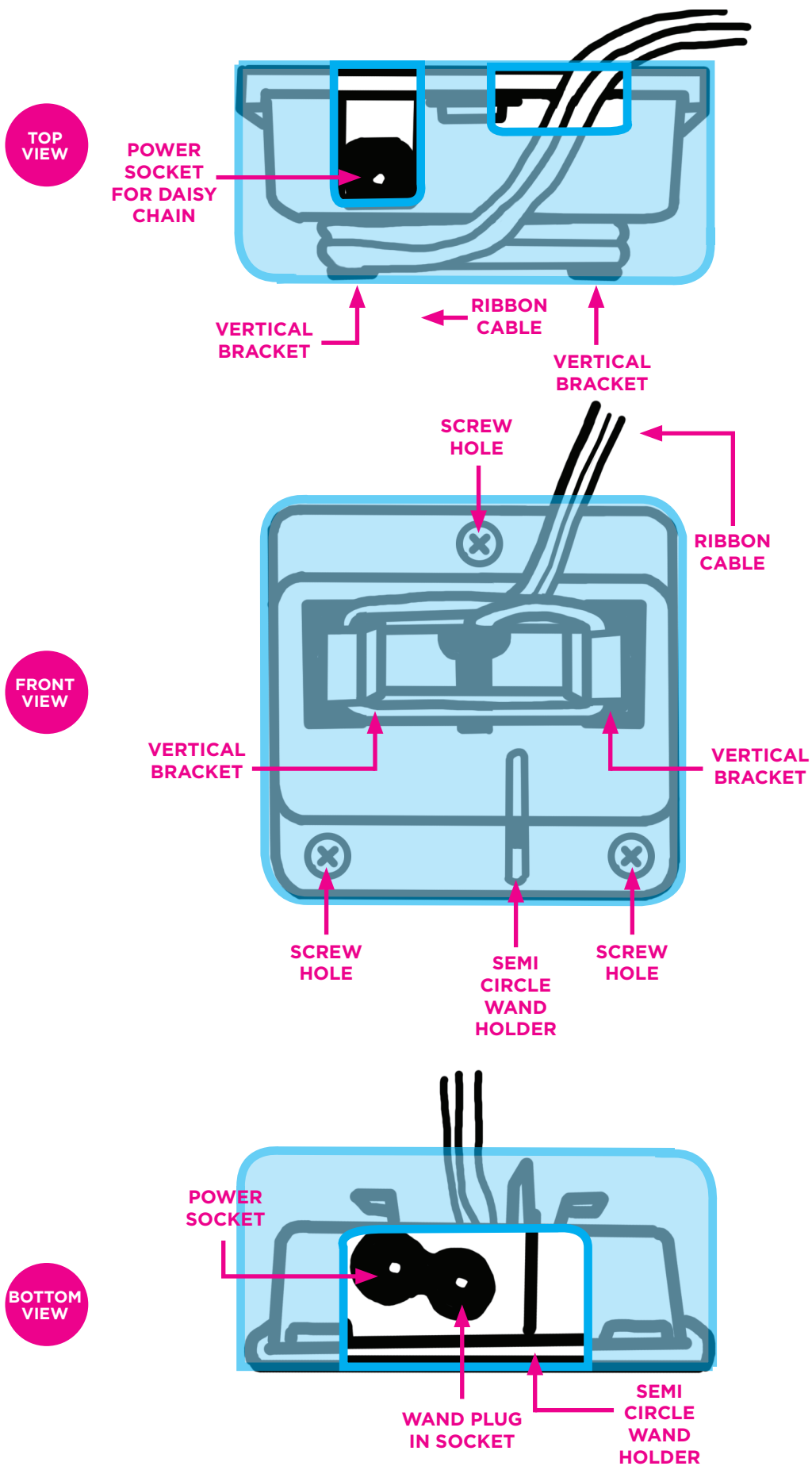
INSTALLING THE CONTROL BOX

1. Determine the desired location for the Control Box, taking into account that the Control Box Ribbon Cable must be able to reach the Motor Wire connected to the shade.
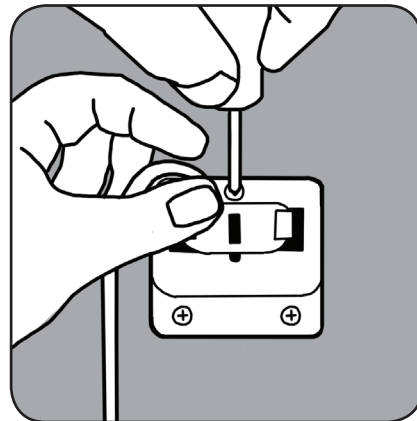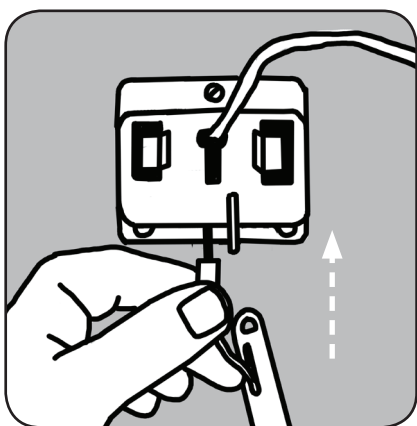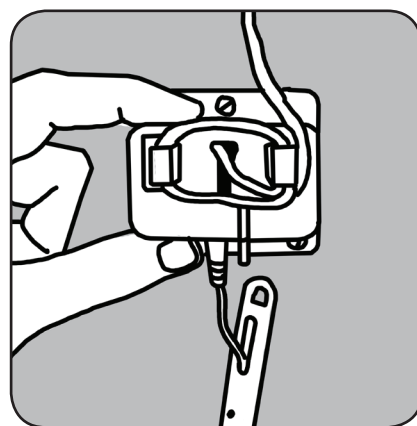

2. Screw the Control Box into the wall.

**3.** Plug the Wand into the Control Box bottom right socket. Let the Wand hang for now.

4. Wrap the Ribbon Cable around the Vertical Brackets. Make surewhen you are done wrapping the Ribbon Cable around the Vertical Brackets, it ends up above the Control Box.

5. Place the Control Box Cover on the top of the Control Box, leaving the bottom of the Control Box Cover still not clicked in. Guide the Ribbon Cable through the top right hole. Click the top section of the Control Box Cover into place (with the Ribbon Cable protruding through the right side opening).
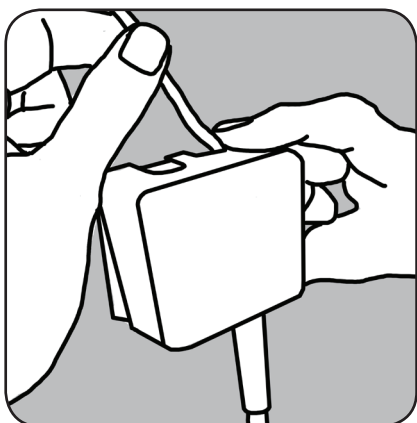
6. With the bottom half of the Control Box Cover still protruding from the wall (at a 45 degree angle), place the wand plastic eyelet end-piece on the Control Box semi-circle wand holder. Click the Control Box Cover bottom section into place on the Control Box.

Side View
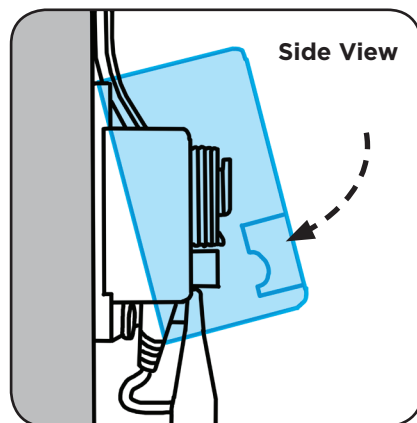
7. Connect the Control Box Ribbon Cable to the Motor Wire.
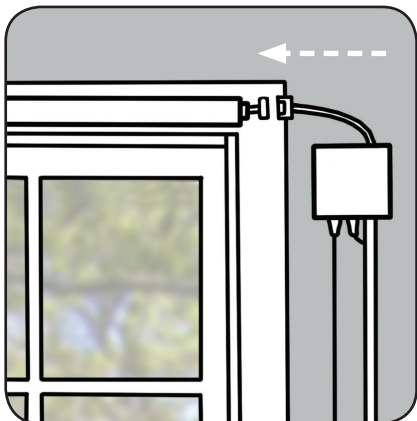
8. Plug the Power Cord into the Control Box at either the bottom left socket or the sole top socket. If you are daisy chaining/ connecting shades, you can use either the top power socket for in or out.

Daisy Chain
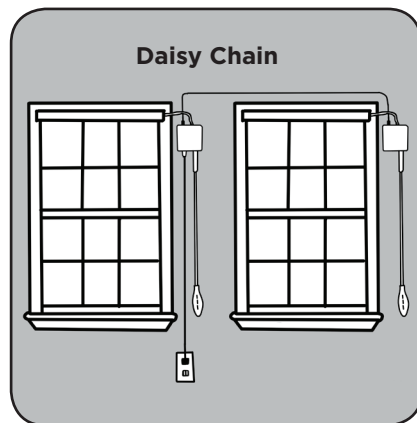
CONFIRM THAT THE SHADE OPERATES CORRECTLY

Up ————
Stop ————
Down ————

1. Press the Down button.
Let the shade move downward for 2 seconds.
Hit Stop.

2. Press the Up button.
Let the shade move upward for 2 seconds.
Hit Stop.

■ CONNECT TO WIFI

1. Connect Power to Control Box

a. Reconfirm the power supply is plugged into the bottom of control box.
b. Reconfirm the power supply is plugged into the wall.
c. The box will start flashing blue.

YOUR SHADE ID
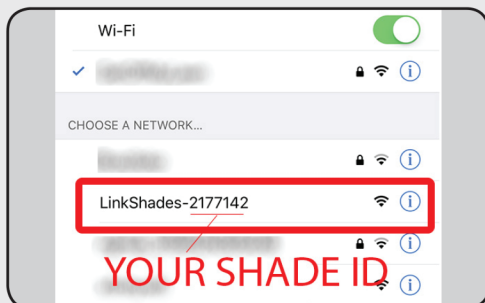
2. Get the Shade ID

On your phone or computer view the available wireless networks.
You will see a network called "LinkShades-XXXXXX".
Write down the numbers in the network name, this is your shade ID.

My Shade ID: _____

3. Connect to Access Point

On your phone or computer connect to the LinkShades-XXXX network.
After a few seconds you will see a pop-up.
Tap configure WiFi.
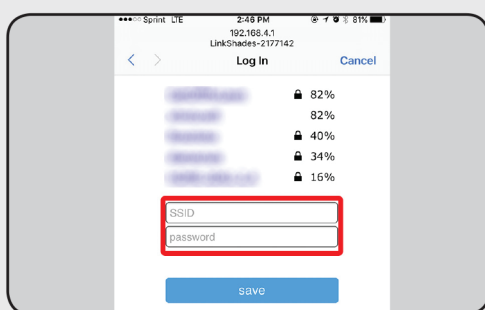
4. Connect to Your WiFi

Tap on your home WiFi network and type in your WiFi password.
Tap save. The control box will attempt to join your network.

5. Check LED

If the control box successfully connected, the LED on the control box will be steady blue. You are ready to move onto the next step.
If the LED is still blinking, repeat the steps on this page.

SETTING SHADE TOP AND BOTTOM LIMITS

Up
Stop
Down
Program Button

1. Move the shade to the middle of the window.

2. Evaluate the Current Top and Bottom Limits

a. Top Limit Evaluation

i. Move the shade to Top limit to see if you like the current setting or if you want to re-set it.

ii. Note: Make sure that you do not go too far up.

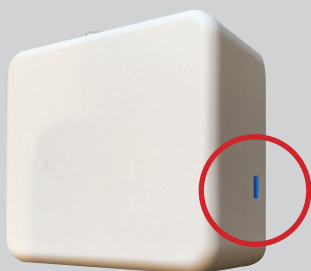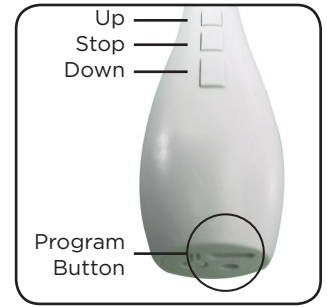iii. Do not let the shade's bottom rail wrap around the shade tube. While the shade is going up, keep your finger near the Stop button.

b. Bottom Limit Evaluation

i. Move the shade to Bottom limit to see if you like the current setting or if you want to re-set it.

ii. Make sure that you do not go too far down. Do not let the shade unravel off the tube.

iii. While the shade is going down, keep your finger near the Stop button.

c. Decision

i. If you decide that you want to keep the current limits, please proceed to the next section.

ii. If you decide that you want to re-set your Shade's limits, please proceed below.

3. Setting New Shade Limits

a. Program Mode

i.Press and hold the Program button. After 15 seconds, you will hear 3 beeps. Release the button. You are now in Program mode.

ii. Note: Once you are in Program mode, you must set both the top limit and the bottom limit.

iii. Wait 3 seconds before progressing to Setting the Top Limit.

b. Setting the Top Limit

i. Move the shade up to the desired Top Limit position. Hit the Stop button. You are now in Fine Tune mode.

ii. If you decide that you do not need to make any further adjustments, tap the Program button to save your position.
You will hear one beep.

iii. If you decide that you need to make fine adjustments, then do the following:

iv. Hit either the Up button or the Down button once (only once).

v. The shade should move 1/4". Then hit the Stop button.

vi. Note: Sometimes, when you hit the Up or Down button the first time (while in Fine Tune mode), the shade does not move, wait 5 seconds, and hit the Up or Down button again and then hit Stop.

vi. If you need to make further adjustments, hit the Up (or Down) button and then hit Stop again.

vii. After each Fine Tune adjustment of 1/4", you must hit the Stop button.

viii. Once you have reached your desired Top Limit, hit the Program button to save your Top Limit, you will hear one beep.

c. Setting the Bottom Limit

i. Now, hit the Down button to move toward the Bottom limit.

ii. Once you have reached the desired Bottom limit, hit the Stop button. You are now in Fine Tune mode.

iii. If you decide that you do not need to make any further adjustments, tap the Program button to save your position.
You will hear one beep.

iv. If you decide that you need to make fine adjustments: Hit either the Up button or the Down button once (only once).

v. The shade should move 1/4". Then hit the Stop button.

vi. If you need to make further adjustments, hit the Up (or Down) button and then hit Stop again.

vii. After each Fine Tune adjustment of 1/4", you must hit the Stop button.

viii. Once you have reached your desired Bottom Limit, hit the Program button to save your Bottom Limit, you will hear one beep.

d. Check Your Settings

i. Bottom Limit: Hit the Down button, and then keep your finger near the Stop button.
Let the shade go all the way down...if you sense that it is going too far, hit the Stop button.

ii. Top Limit: Hit the Up button, and then keep your finger near the Stop button.
Let the shade go all the way up...if you sense that it is going too far, hit the Stop button.

iii. If you still need to adjust the limits, repeat the process above.
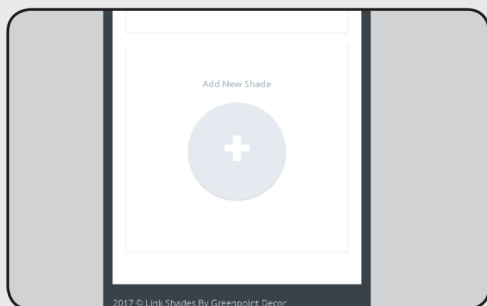
4. If you still need help:

• Please email us at: **info@linkshades.com** and we will set up a phone call to help you set the limits.

SETUP ACCOUNT ON APP.LINKSHADES.COM

1. Create Account
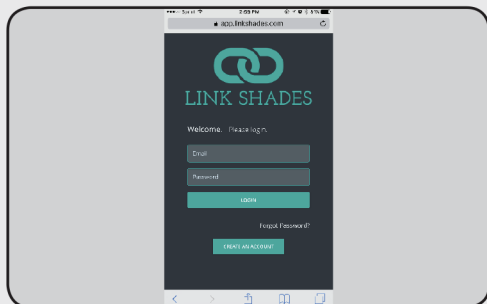
Go to https://app.linkshades.com.
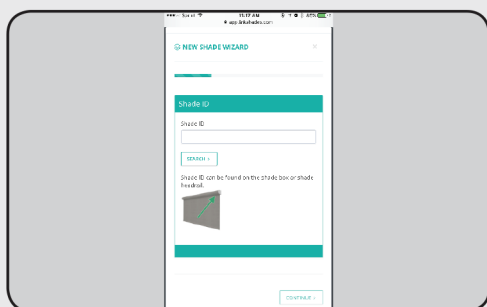Create a new account and login.
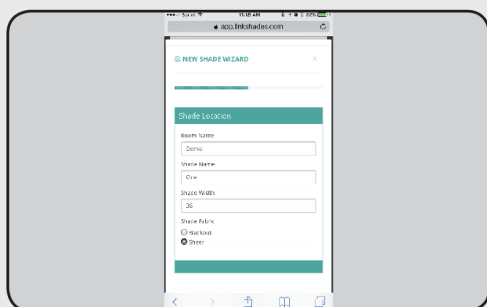
2. Add Your Shade

Click on the "Add Shade" button.

3. Search for Shade ID

Type in your Shade ID (found in the WiFi Setup, Step 2 on Page 8) and click search.

If your shade is not found please repeat the WiFi setup on page 8 and ensure you have a Internet connection.

4. Name your Shade

Give your shade a room name and device name.

Note: Alexa can group shades by room name. If you want to control multiple shades with one command use the same room name.
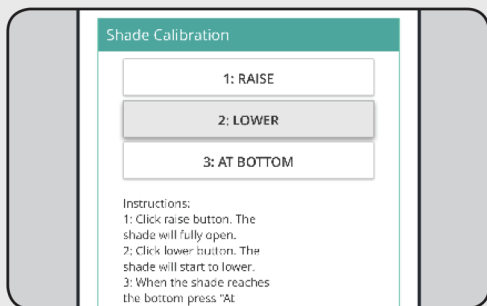
5. Configure Shade

Tap the raise button on your app to bring your shade to the top.

Tap the lower button and the shade will lower. When the shade reaches the bottom tap the stop bottom.

■ ADDITIONAL SETUP (OPTIONAL)

Your 12v DC roller shade is equipped with advanced features and integrations. You can create schedules, control your shade by voice through Alexa, and integrate with dozens of third party services with IFTTT.
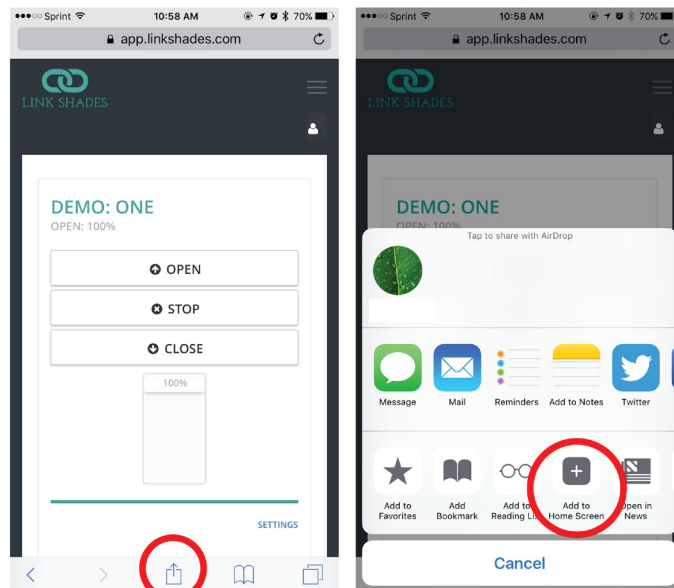
App Shortcut

- **Go to app.linkshades.com on your phone and login.**
- **Click the share icon on the bottom of the screen.**
- **Click "Add to Home Screen".**

Create a Schedule

- **Click on the "Schedule" tab.**
- **Click "Add New Schedule"**
- **Select the days you want the schedule to run. Click continue.**
- **Set the time you want the schedule to run. Click continue.**
- **Select the shades you want included in the schedule. Click continue.**
- **Set the desired position for the shade(s). Click submit.**

ADDITIONAL SETUP (CONTINUED)

Alexa

- **Go to alexa.amazon.com**
- **Click on Skills on the left menu.**
- **Search Link Shades. Click on the Link Shades skill.**
- **Follow instructions to link account.**

IFTTT

- **Go to ifttt.com and login to your account.**
- **Click on "New Applet".**
- **Select any "This" action you like (date and time, uber, etc).**
- **On step 3 (action service) search for Link Shades.**
- **Follow instructions to link account and setup action.**

◾ TROUBLESHOOTING

If your shade is not working correctly try these troubleshooting steps. If you still have problems please contact us.
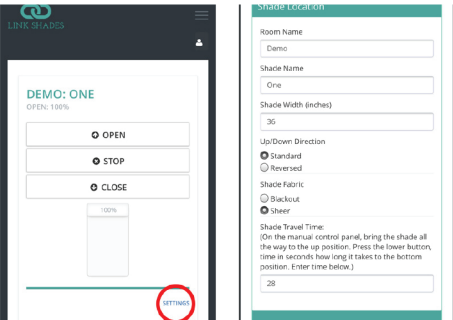
Try First

- **Is the LED solid blue?**
  If the LED is blinking it means it is not connected to your WiFi network. Run the WiFi setup wizard again.

- **Is your internet connection working?**
  Make sure your internet connection is working. Without internet the buttons on the control box will work, but your App, Schedules, Alexa, and IFTTT will not.

Problem	Solution
Shade not moving	a. Make sure power is applied. b. Make sure LED is solid blue. If it is blinking run the WiFi setup.
Shade raises/lowers too high/low	Run the set limits operation again. See page 9.
Schedules are off	Check the time zone setting under the My Account -> Profile.
Can't find shade network	Disconnect and Connect the Power Supply to the Control Box.
New WiFi Network	Press and hold the raise and lower button for 10 seconds to reset wifi settings.
Shade percentages are off	From app.linkshades.com click on the settings for the shade. Adjust the travel time value until the percentages are correct.

Set-Up: If you forgot to write down the Shade ID:

• Disconnect the power. Reconnect the power.
• Press the Up and Down buttons at the same time for 10 seconds. The light should start blinking.
• Now look at your WiFi settings. The shade ID should appear.

My Wand Buttons stopped working (and they had been working before):

• Make sure the Wand Jack is pushed all the way into the Control Box. Sometimes, the jack can come loose and partially disconnect.

12V DC ROLLER SHADE SPECS

Specs

Feature	Description
Power	12v DC, 2amp power supply. Typical draw is 60mA with shade not moving. Up to 1amp when shade is moving.
WiFi	802.11 b/g/n

DISMOUNTING YOUR SHADE

1. Grab the shade with one hand.

2. With the other hand, insert a flathead screwdriver between the roller and the mounting hardware (on the female end of the tube).

3. Rotate the screwdriver sideways until the shade disengages from the mounting hardware.

4. Slide out the shade.

Technical support

Link Shades

info@linkshades.com
www.linkshades.com

info@linkshades.com ● www.linkshades.com