

Installation Instructions

Bottom-Up FlexShade—Clutch XD by Draper

⚠ Caution

- ① Inspect all boxes to make sure you have received the proper shades and parts. Controls may be shipped separately, or in same carton as shades.
- ② Open cartons lengthwise.
- ③ This product should not be installed in areas accessible to young children. Bottom Up Shades with clutch operator do not comply with WMCA/ANSI Standard A100.1-2012.
- ④ It is the installer's responsibility to make sure appropriate fasteners are used for mounting surface.
- ⑤ All endcaps, fascia, and other hardware must be installed level. Shades must be level and square.
- ⑥ **Please read the following installation guidelines thoroughly and follow them carefully. Failure to do so may cause product to fall or otherwise fail, and invalidates warranty.**

To help familiarize yourself with installation of this product, please see our online installation video: <http://youtu.be/LNJQrOVKAmU>. See page 4 for a QR code which allows you to watch the video on your smartphone.

Mounting Endcaps

- ① Snap endcap covers onto endcaps (see Fig. 1).
- Please Note: Endcap covers are labeled "RIGHT-HAND TOP", "LEFT-HAND TOP", etc.**

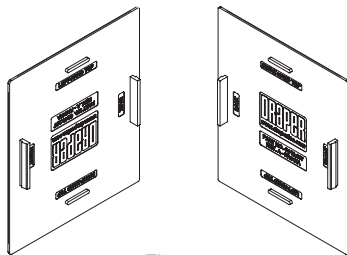


Figure 1

- ② Mark wall, jamb or ceiling for placement of mounting endcaps. If using headboxes, you will want to mount the endcaps through the headboxes.
- ⚠ Caution: Before mounting shades, verify measurements on the card provided with the shade, and ensure the endcaps are installed at the correct width.**
- ③ Drill small starter holes (if necessary) in mounting surface.
 - ④ Mount endcaps using appropriate fasteners for surface (see Fig. 2 for types). **The installer is responsible for selecting mounting hardware appropriate for site conditions.**

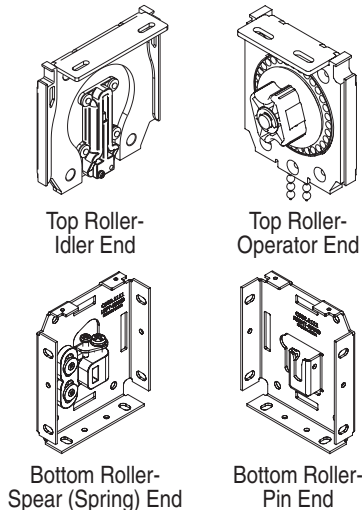


Figure 2

Please Note: Fabric retraction device will be located on the left-hand side for standard-roll units. Reverse-roll is possible by locating the fabric retraction device on the right-hand side, but fascia cannot be used in this orientation.



411 S. Pearl St., Spiceland, IN 47385 USA ■ 765-987-7999

www.draperinc.com ■ fax 765-987-7142

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Caution: The operator MUST BE installed as the unit was ordered when the spring-assist is used. The spring-assist will only work in the orientation provided with the order. For example, a unit ordered with a right-hand operator in the "standard-roll" orientation will only work in the left-hand idler position with the standard-roll orientation. The unit will not operate correctly if the installer attempts to change the operator location or roll direction.

- ⑤ Remove Safety Screw from top idler endcap, then remove the slide (you will need this again later) (see Fig. 3).
- ⑥ Install the Top (take-up) Roller Assembly (see Fig. 4). Install tube onto

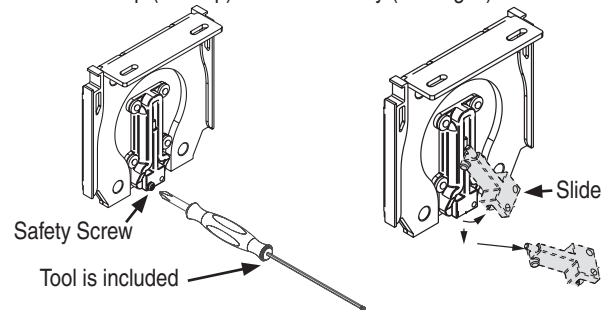


Figure 3

- clutch, then swing the idler end in place. Slide the idler end spear up into the receiver. You may need to compress the spring-loaded spear.
- ⑦ Replace Slide and Safety Screw. Place into groove at an angle, slide up, and

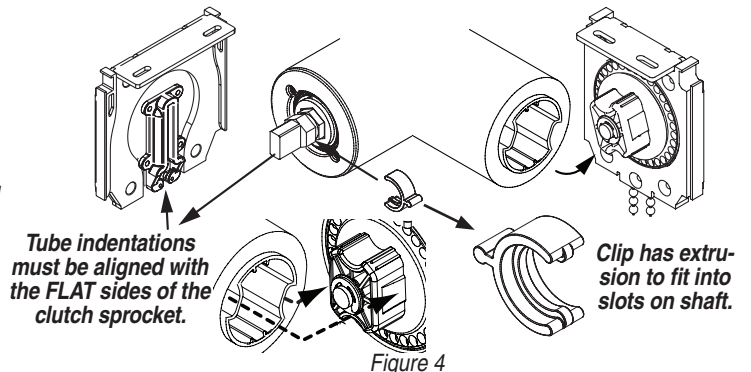


Figure 4

- make sure the bottom of the slide is hooked into the Receiver (see Fig. 3).
 - ⑧ The Spear Retaining Clip must be installed around the idler-end shaft as shown in Figure 6 to prevent the roller assembly from moving left or right during operation, and to insure that the spring-loaded shaft does not retract into the mechanism in case of a bearing failure.
 - ⑨ If Spring Assist is provided with this unit, pre-tension the Spring Assist by using the bead chain to add pre-rotations to the top roller (see Fig. 5).
- Please refer to specific information provided on shade fabric ticket for the number of pre-rotations required.**
- Please Note: The Cable Attachment Studs must be facing outward, toward the installer.**

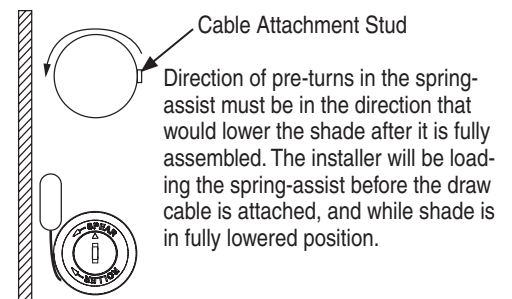


Figure 5

Please Note: The number of pre-rotations on the top roller is crucial because this the pre-rotations reduce the bead-chain pull-force and make the unit easier to operate. This will also balance the pull-force needed at the fully open and fully closed positions. The installer must pre-load the spring-assist as near to the optimum number of pre-rotations required as possible, as long as the Cable Attachment Studs are facing outward so they are accessible for attachment of the draw cable.

Continued

If you encounter any difficulties installing or servicing your Bottom-Up FlexShade, call your dealer or Draper, Inc., Spiceland, Ind., (765) 987-7999 or fax (765) 987-7142.

⑩ Next the fabric retraction device will need to be pre-tensioned. The assembly must be pre-tensioned to 3-5 revolutions. **Please Note: This number of pre-rotations assumes that the fabric is tightly wound around the roller (as though the shade is in its fully lowered/open position). Otherwise, the final number of pre-rotations could be less, resulting in not enough spring force to function properly by retracting the fabric.**
CAUTION: Do NOT pre-tension the spring beyond 5 revolutions. Adding rotations to the fabric retraction device WILL NOT increase the retraction spring force on the assembly. The mechanism is only rated for a maximum of 25 revolutions throughout the operating height of the shade: up to 20 revolutions may be required for operation of the unit, plus a maximum of 5 pre-rotations. Operating the fabric retraction device beyond 25 revolutions may cause the device to fail, requiring replacement.

The pre-tensioning procedure is as follows:

- a) Make sure there are zero pre-rotations on the device. This may be accomplished by first orienting the triangular shaped arrow on the end of the device so that it points up away from the ground (see Fig. 6a).
- b) While holding the roller in this position, the spear is rotated counter-clockwise, as indicated by the directional arrow, about 1/4-turn. Then, the spear must be restrained but allowed to slowly unwind clock-wise until it stops. Allowing the spear to unwind rapidly could result in damage to the mechanism.
- c) Insure that the fabric panel is wound tightly around the roller assembly.
- d) Orient the hem-bar and the triangular shaped arrow on the end of the

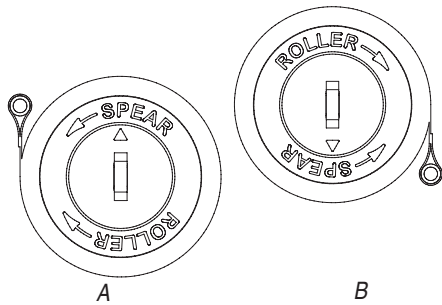


Figure 6

fabric retraction device so that the arrow points down toward the ground (see Fig. 6b).

- e) While holding the spear with pliers in this position, rotate the roller clockwise, as indicated by the directional arrow. You will hear a slight "click" as the spring assist inside locks.
- f) Hold roller with arrow pointing down, and use pliers to rotate the spear in a counter-clockwise direction. The rotation will "lock" at each revolution by rotating the spear just beyond one full revolution, then, allowing it to slowly unwind until it stops at the point where the triangular shaped arrow is again pointing downward. Repeat this until the mechanism has 3-5 pre-rotations.

Caution: The spear must never be rotated in the opposite direction indicated by the arrows. If the spear is forced to rotate in the opposite direction, the springs will be damaged.

The device must remain locked until the final step (when draw cables are attached to roller). Rotating the fabric roller as though the shade is being raised will unlock the device. The installer should insure that the hem-bar cannot move around the fabric roller if the device is unlocked before the installation is complete.

WARNING: DO NOT OPEN. ASSEMBLY CONTAINS HIGHLY STRESSED SPRINGS. UNIT IS NOT REPAIRABLE.

- ⑪ Remove one of the endcaps from the fabric hem-bar (see Fig. 7).
- ⑫ Remove fabric retainer from hem-bar and insert it into the fabric hem.
- ⑬ Attach the hem-bar assembly to the fabric panel by sliding it over the fabric and retainer, then re-attach hem-bar endcap.

CAUTION: Do NOT remove the draw cable from the hem-bar assembly during installation. Doing so may require that the hem-bar assembly be disassembled to re-install the cable.

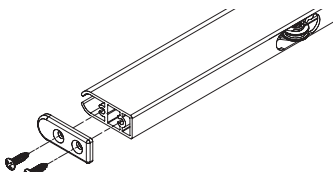


Figure 7

- ⑭ Slide the roller assembly into the brackets, spear-end first (see Fig. 8). The triangular shaped arrow on the end of the device MUST now be pointed up away from the ground when installed (see Fig. 6a). Pointing the arrow upward will insure that the mechanism will not "lock" during operation. Raising the hem-bar about 1/4-turn will "un-lock" the device, providing constant tension on the fabric panel. Insure that the hem-bar cannot move (counter-clockwise) around the roller until the installation is complete.

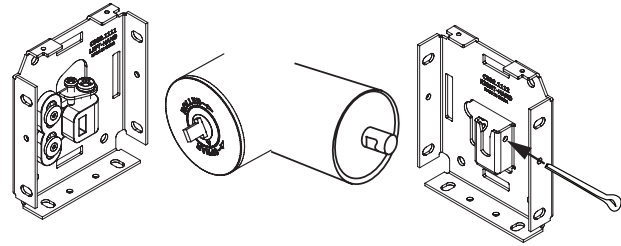


Figure 8

- ⑮ Install the 3/32" diameter x 7/8" long cotter pin through the fabric roller idler bracket to secure the roller (see Fig. 8). Bend one leg of the cotter pin down to lock it into place.
- ⑯ Carefully pull one side of the draw cable up and around the back-side of the operator roller. Wrap the cable 1.5 revolutions around the tube. Grip the end of the draw cable between the flat washer and roller tube (on the inner side, toward the center of the shade), then, tighten the nut. **Do NOT** trim draw cables until after step 21.

Caution: Starting locations of the Cable Attachment Studs are provided by Draper on the fabric ticket shipped with each shade. Although these locations can be adjusted, the installer needs to make sure any adjustments do not cause the hem-bar to run into the brackets, possibly damaging the unit.

- ⑰ Repeat the above step for the other side of the draw cable. However, with this side, pull the hem-bar up so that the fabric retraction device "unlocks." Be careful NOT to let the hem-bar move around the roller until the installation is complete. This last end of the draw cable should be attached so that both ends have 1.5 revolutions around the operator roller when the hem-bar is at its lowest possible position (see Fig. 9).

Please Note: Cables should be vertical when the shade is fully closed. This means that the cables will be slanted slightly away from each other at the operator roller when the shade is fully open.

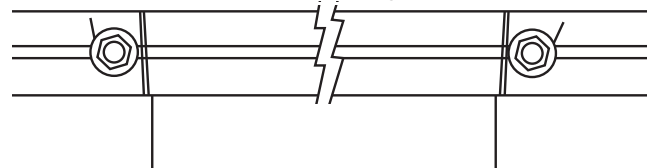


Figure 9

Please Note: Draw cable must be on the same side as the hem-bar (up the back side of the roller) (see Fig. 10).

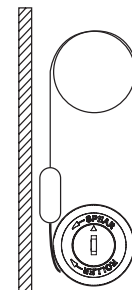


Figure 10

- ⑱ Slide both ends of the draw cable close to the attachment stud flat washers, then, raise the shade to its fully closed position and insure that the hem-bar is centered in the window. The position may be adjusted by sliding one or both of the draw cable attachment studs to the left or right.
- ⑲ Lower the shade to its fully retracted position and observe the tracking on the fabric roller. Adjust the tracking by loosening the smaller screw, then, raising or lowering the fabric roller with the larger screw, as needed (see Fig. 11).

(Shown without shade or roller)

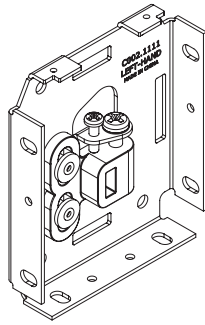


Figure 11

- ⑳ Tighten the smaller screw to lock the position of the roller. Re-test the fabric tracking and re-adjust if needed.
- ㉑ Trim any excess draw cable from both ends.
- ㉒ Click the hem-bar Pulley Caps into place (see Fig. 12).

Please note: Installer must insure that the cable is properly routed through the pulleys before the pulley caps are installed.

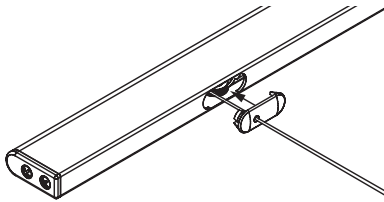


Figure 12

- ㉓ If using fascia or headbox, install fascia or closure. For Ceiling/Wall Headbox or fascia, place groove along top of fascia over endcaps, and snap into place (see Fig. 13). **Fascia is not fully seated until it clicks into place on both ends. Once in place, check for secure fit.**

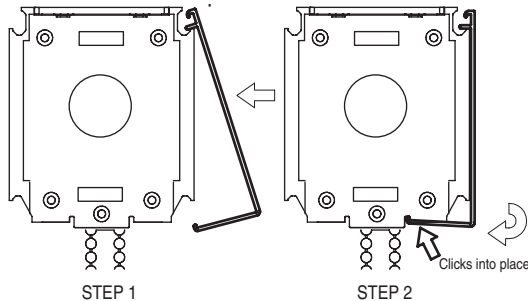
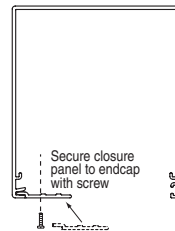


Figure 13

For pocket-style headbox, install closure (see Fig. 14).

Please Note: If you are using a pocket-style headbox on the bottom roller, you will not be able to use Draper's closure panel.

Small Pocket Headbox



Large Pocket Headbox

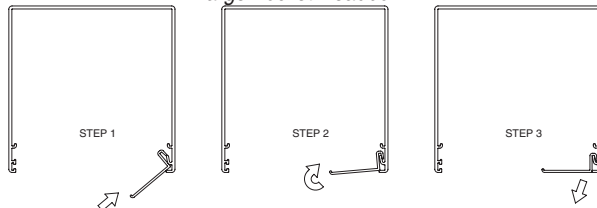


Figure 14

- ㉔ Set the upper- and lower-limits of the unit's operating range by attaching the Stop Balls to the chain. Insure that the hem-bar does not contact the fabric bundle, operator roller, pulleys, etc. throughout its range of operation.

- ㉕ Draper Bottom Up Shades with clutch operator do not comply with WMCA/ANSI Standard A100.1-2012. They come with a standard cord tension device ("P-Clip") pre-attached to bead chain (see Fig. 15). This device must be attached to wall, jamb or sill so that the bead chain is held taut enough that it cannot be pulled away from the wall. Use a single screw to attach to mounting surface.

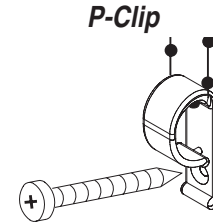


Figure 15

Spring-Loaded Cord Tension Device

If the optional Spring-Loaded Cord Tension Device comes installed on bead chain (see Fig. 16), you will also find attached a permanent warning label and approved mechanical fasteners (wood screws). Install cord tension device to wall, jamb or sill. To install, pull tensioner down so that the bead chain is held taut and use the mounting hardware to keep it taut. The bead chain should be taut enough so it will move smoothly through the device. If there is not enough tension, the device will not allow the bead chain to pass through and operate the shade. This device is designed so that the bead chain cannot be pulled away from the wall.

Attaching to Wood or Metal

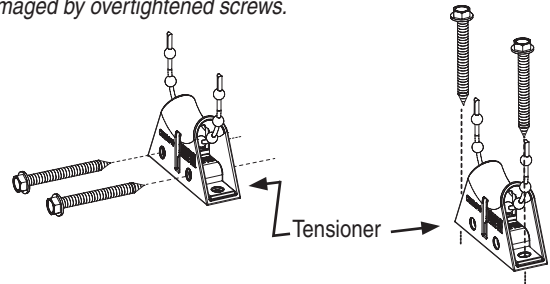
- ① For attaching to wood, two #8-18 x 1.5" Zinc HWH TEK Type AB wood screws are provided. For attaching to metal, choose fasteners with a minimum fastener manufacturer-rated or tested release force of 20 lb (89 N), and make sure they are long enough for the threads to catch and hold.
- ② Mark mounting hole locations with a pencil.
- ③ Drill pilot holes smaller than the screw size.
- ④ Pass screws through the Spring Loaded Tension Device. Turn the screws into the pilot hole, starting by hand.

Please Note: Tighten screws so that the Spring Loaded Tension Device maintains enough tension on the bead chain for shade to operate without working loose, but not tight enough that the Spring Loaded Tension Device is damaged by overtightened screws.

Installation through Drywall

- ① Make sure that screws are long enough for the threads to catch and hold joist or stud.
- ② Locate the stud and mark it with a pencil.
- ③ Mark mounting hole locations.
- Please note: If you are unable to mount on a stud, use Molly Bolts or Toggle Bolts. The fasteners shall have a minimum fastener manufacturer-rated or tested release force of 20 lb (89 N).**
- ④ Drill shallow pilot holes smaller than the screw size.
- ⑤ Pass screws through the Spring Loaded Tension Device. Turn the screws into the pilot hole, starting by hand. The fasteners shall have a minimum fastener manufacturer-rated or tested release force of 20 lb (89 N).

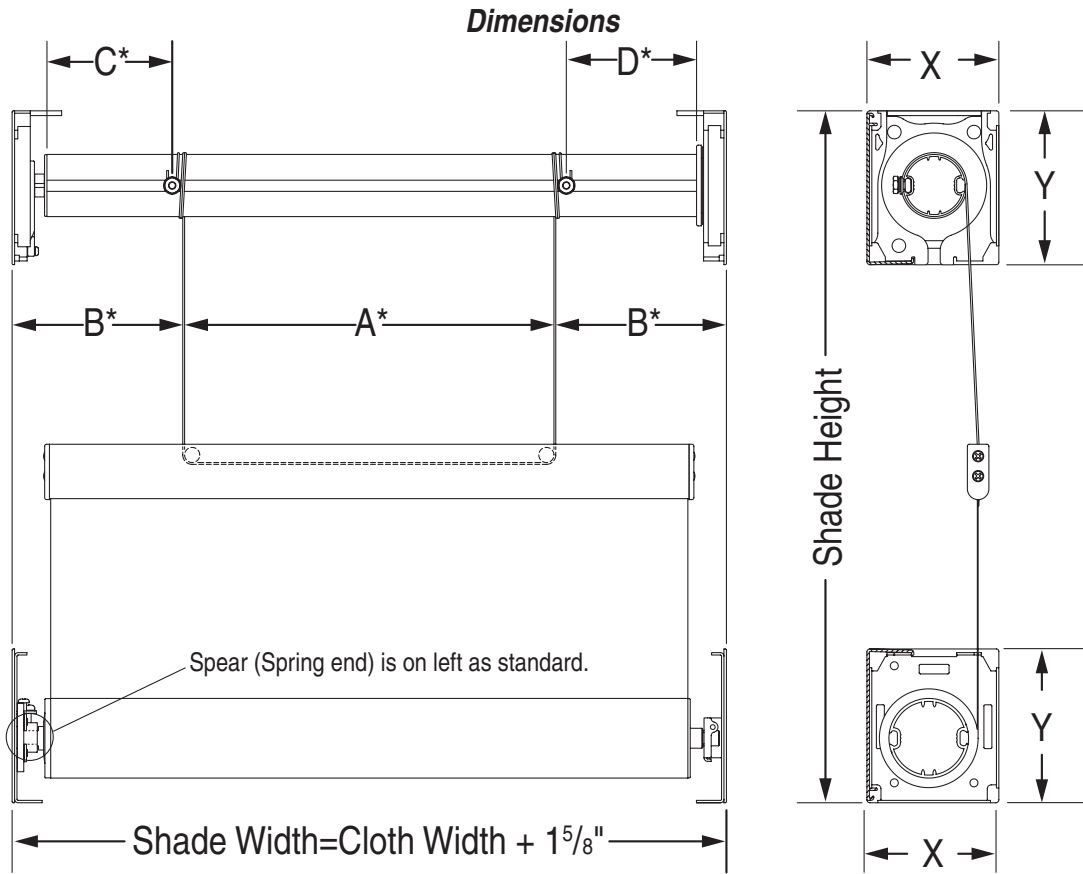
Please Note: Tighten screws so that the Spring Loaded Tension Device maintains enough tension on the bead chain for shade to operate without working loose, but not tight enough that the Spring Loaded Tension Device is damaged by overtightened screws.



Jamb Mount

Sill Mount

Figure 16



* These dimensions are different for each shade and are provided by Draper on the fabric ticket enclosed with each shade.

Dimension "A" is the vertical cable spacing.

Dimension "B" is the distance from the vertical cable spacing to the vertical edge of the shade.

Dimension "C" is the distance from the idler-end of the tube to the center of the cable attachment stud.

Dimension "D" is the distance from the operator-end of the tube to the center of the cable attachment stud.

Dimension	Large Hardware	Small Hardware
X***	4 ¹¹ / ₁₆ "	3 ⁷ / ₁₆ "
Y***	4 ¹¹ / ₁₆ "	3 ¹⁵ / ₁₆ "

***These dimensions are for the Endcap Covers.

Endcap, fascia or headbox dimensions fall within this dimension.

Installation Video Link



Scan this QR Code with your smartphone* to view our online installation video:

*You must have a QR Code scanner app on your smartphone. If you do not have one, there are free QR Code scanners available in your app store.