

TASK: Correct Uneven Continuous Loop with Dust Cover Cellular and Pleated

Use If/When: Shade with color coordinated metal rail and white plastic cover does not hang evenly.

Tools Needed: Flathead Screwdriver, Tape

The internal components can move if the bottom rail is bumped when the shade is in the lowered position.

1. Use a carpenter's level to make sure the brackets, window and mounting surface are level.



2. Raise shade fully. Remove screw to release tensioner or cord locking guide at the bottom of the continuous loop.

3. Remove shade from installation brackets using a flathead screwdriver. Insert tip of screwdriver between the back of the headrail and the bracket.

Prior to March 5, 2012:

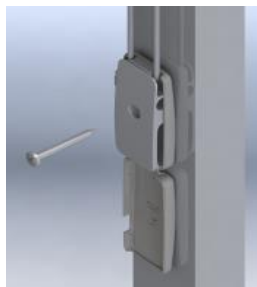
3/2/2012 to 8/18/2015:



Current cord guide/shell:

Inside Mount

Outside Mount



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4. Remove dust cover, starting with top corner. Run flathead screwdriver across the top to separate it from the headrail. Place pressure on the back to remove.

Note: Do not remove the end caps.



5. Make sure cords are not twisted or tangled in the headrail. If needed, remove the plastic cover to adjust the cords.

If corrected, complete Steps 19 and 20.

If still uneven, complete Steps 6 - 8.

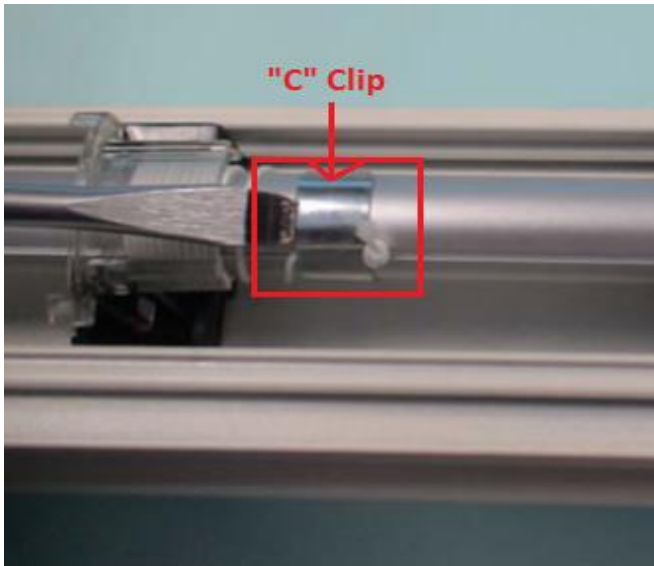
Tangled Cords



Untangled Cords



6. If the C-clips are not positioned evenly in the headrail, slide the clip away from the cradle to raise the shade or toward the cradle to lower the shade.



7. Replace dust cover. Replace shade in the brackets by attaching the front of the shade to the front of the brackets. Push on the shade until it snaps into place.



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8. Mount the tensioner or cord locking guide depending on manufacturing date as previously installed.

If corrected, complete Steps 19 and 20.

If still uneven, complete Steps 9 – 20.

Prior to March 5, 2012:

3/2/2012 to 8/18/2015:



Current cord guide/shell:

Inside Mount



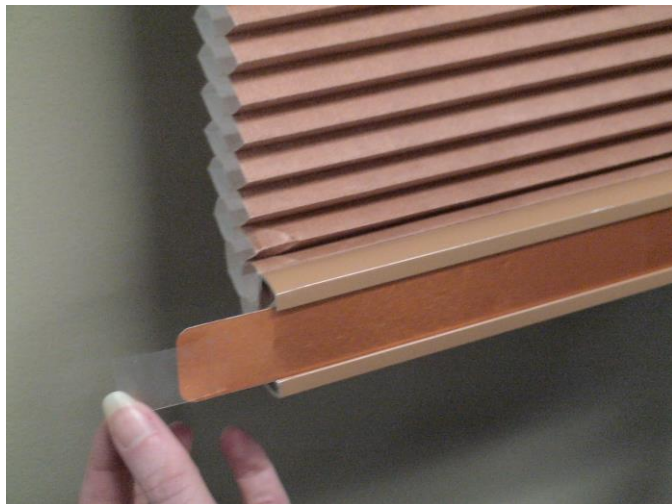
Outside Mount



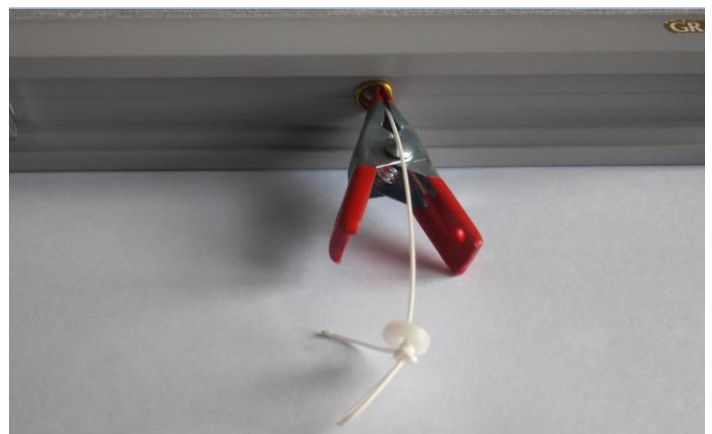
9. Remove one end cap from the bottomrail.



10. Slide aluminum slat from bottomrail. Placing a piece of tape on the end of the aluminum slat makes it easier to slide.



11. Locate cord on the side of the shade that is lower. While holding cord, push up on bottomrail securing cord with a Spring Clamp (see Tools Needed).



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12. Shades with Cord Guide Button: Mark cord with pen to indicate where new cord knot should be located. Retie cord knot so shade is even in length. Continue to step 16.



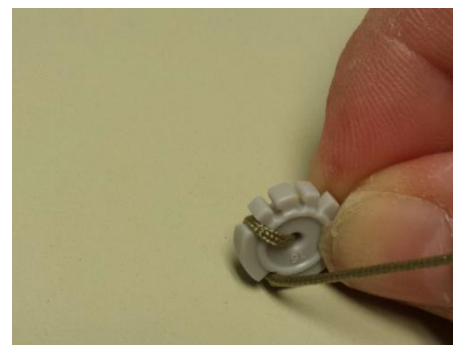
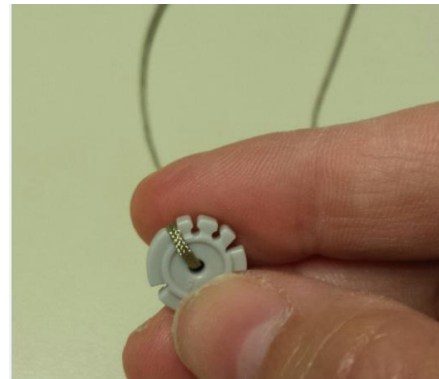
13. Shades with Cinch Button: Mark cord with pen to indicate new location of cinch button. Continue to step 8 for instructions on how to rethread cinch button.



14. Thread cord through hole of cinch button as shown.



15. Wrap cord up through top left finger opening, down back and through bottom left finger opening.

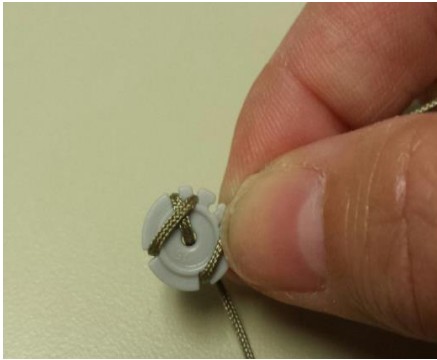
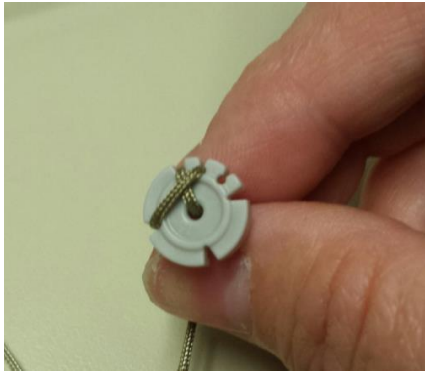


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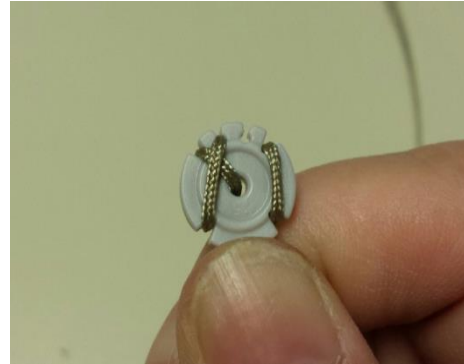
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16. Wrap cord up through second top finger opening, down back and through bottom right finger opening.



17. Wrap cord up through top right finger opening, around backside, ending with the cord coming out of the third top finger opening.



18. Snap cinch button into bottom rail



19. Test shade by raising and lowering several times. Readjust cord as needed if not level.



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20. Once shade is level, replace aluminum slat and end cap being careful not to dent slat. Hint: Placing a piece of tape on end of slat makes it easier to slide back in.

