



# Cordless SELECT Installation Instructions



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# Cordless SELECT Installation Instructions

## 1.0 Overview

The following installation instructions are for Insolroll's cordless SELECT shades. Cordless SELECT shades are available in exposed, 3" SELECT fascia and dual shade. All cordless SELECT shades come fully assembled and ready for installation. Mounting screws are not provided. The type and size of screws required are project specific and will vary depending upon the mounting surface.

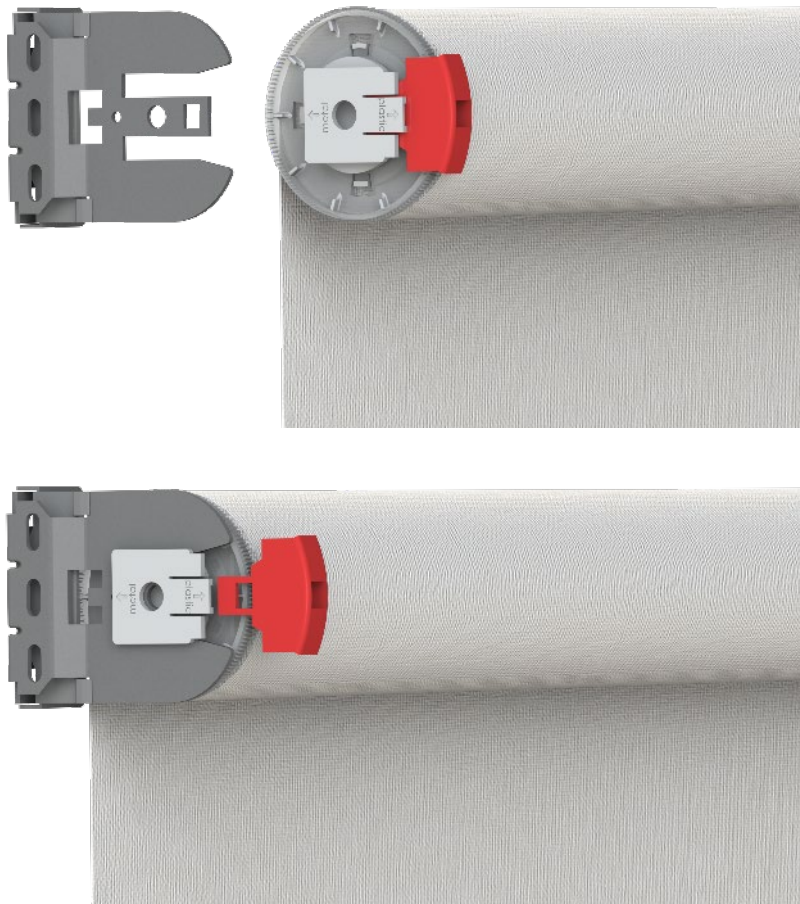
## 1.1 Tools

Screw/drill gun with Phillips head bit extender; Hex head driver; Standard and Phillips head screwdriver; level; tape measure; 1/8" and 3/16" drill bit.

## 1.2 Important Cordless SELECT Information

All cordless SELECT shades will be shipped with a red clip attached to the head of the spring. **DO NOT REMOVE THE RED CLIP.** The clip is holding the correct spring tension for your shade. If you remove this clip, it will release the spring tension and you will have to manually re-tension the spring after installation. If this occurs, use section 5.11 Speed Adjustment to see how to manually re-tension the spring.

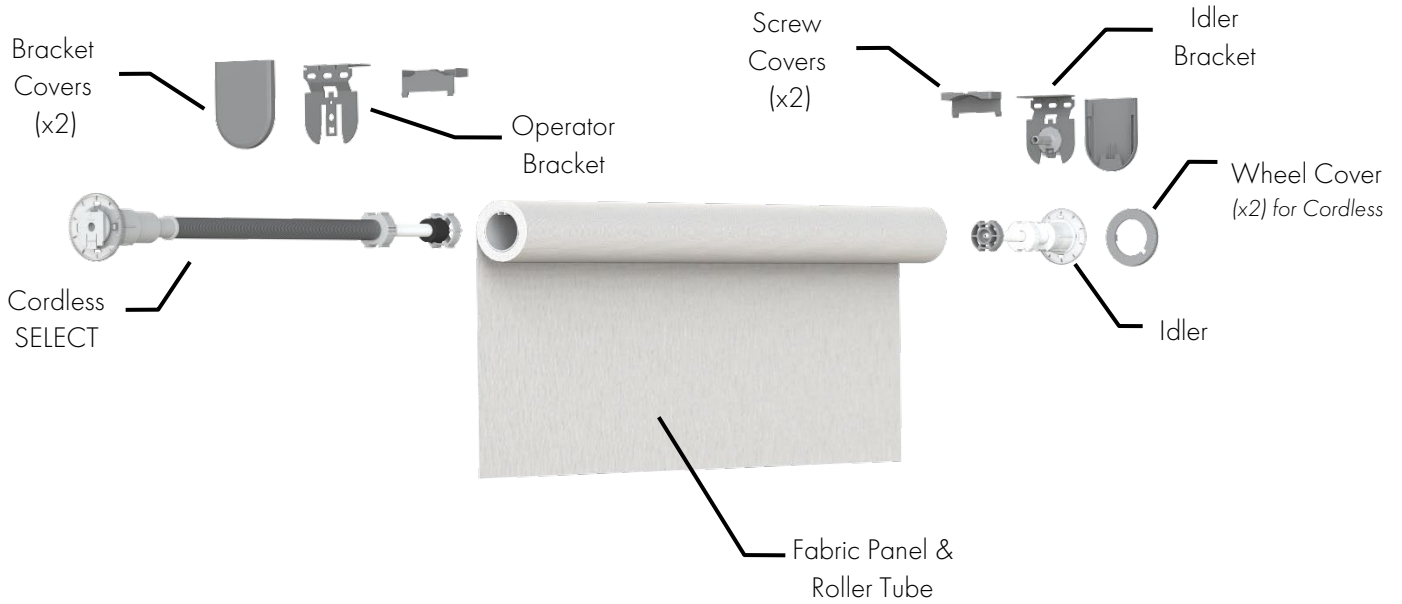
During the installation of the cordless shade onto the bracket, the red clip will automatically pop off and the bracket will continue to hold the spring tension.





# Cordless SELECT Installation Instructions

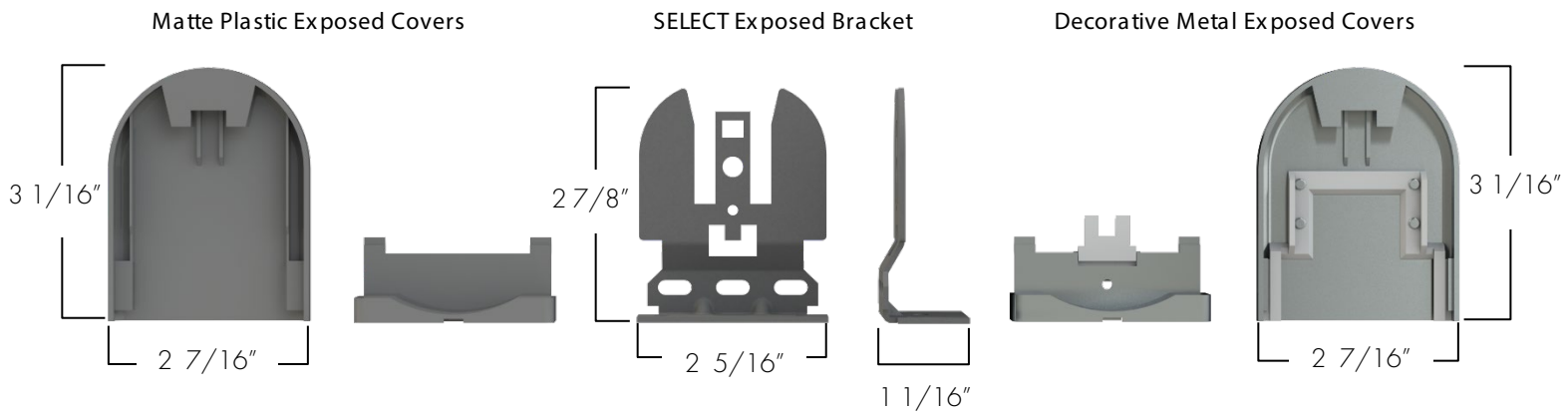
## 2.0 SELECT Exposed Systems



## 2.1 Exposed Bracket Options

The SELECT exposed bracket system is offered in decorative metal and matte plastic finishes. Both finishes will come with matching screw covers to conceal the mounting fasteners. Operator and Idler brackets are identical, the idler pin will be installed on the bracket to convert it to an idler specific bracket. These brackets can be used for both ceiling and wall mount applications.

Keep in mind that adding both bracket covers adds a total of 1/8" to the bracket-to-bracket distance. *Insolroll includes bracket covers with the ordered size.*



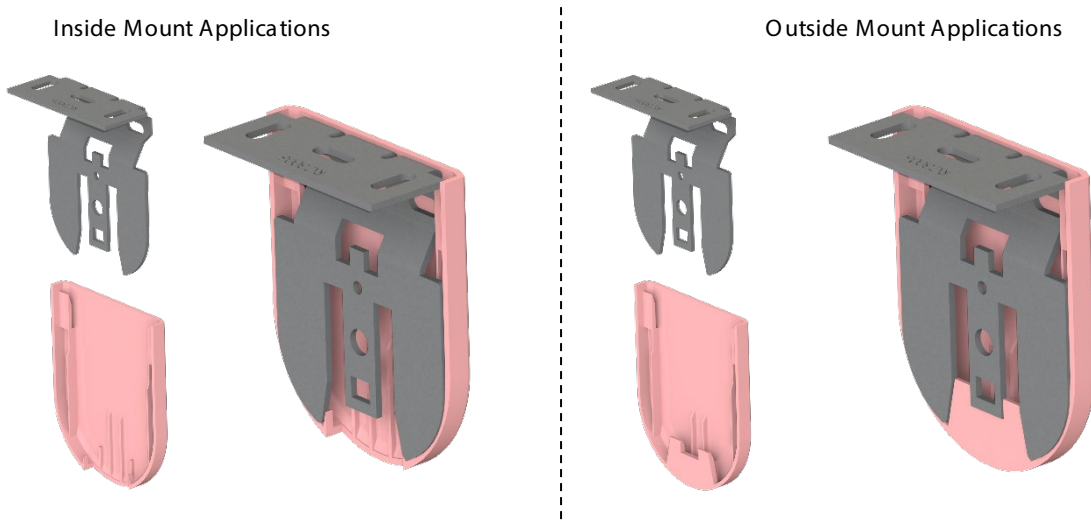
# Cordless SELECT Installation Instructions

## 2.2 Bracket Location and Mounting

Mark the location of the brackets noting that the outside bracket cover-to-outside bracket cover width equals shade order width. Install the idler pin on one of the brackets, then install the bracket covers onto the brackets as shown. For proper shade operation, brackets must be mounted perfectly level. Verify using a level.

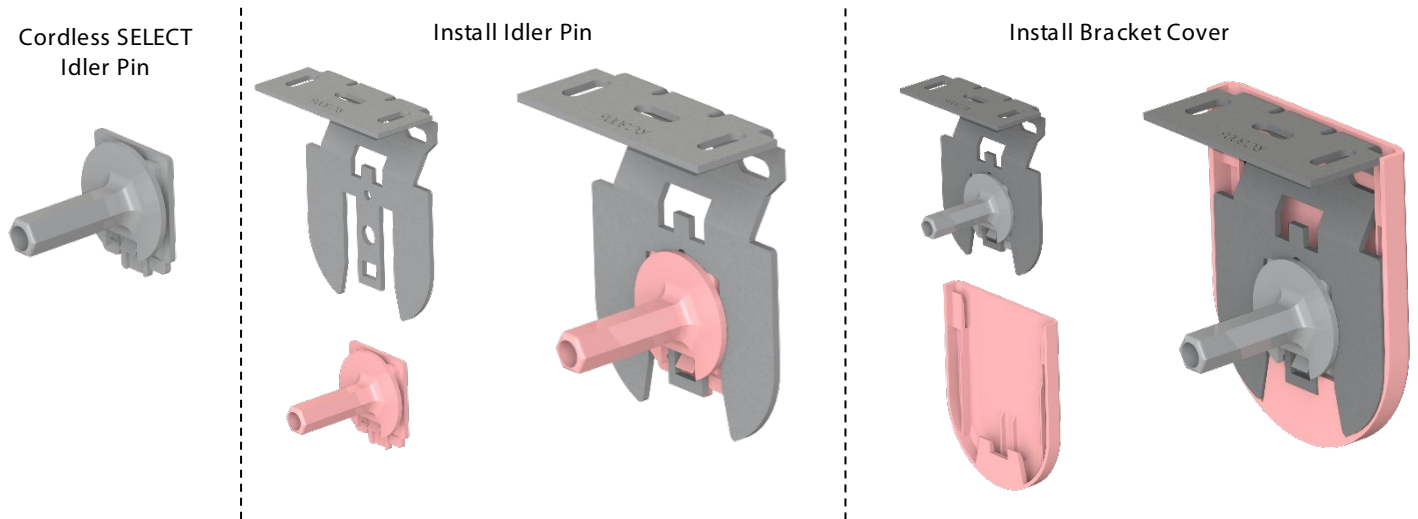
### 2.2.1 Operator Bracket Assembly

Locate a bracket and a bracket cover. For inside mount applications, you will be using the bracket cover that is notched to allow the operator to be installed and removed without having to remove the cover. Slide the bracket cover over the bracket as shown. Your operator bracket is now ready to be mounted. Having the bracket cover installed prior to mounting the brackets will allow you to verify the correct bracket to bracket distance.



### 2.2.2 Idler Bracket Assembly

Locate the idler pin, bracket, and bracket cover. Install the idler pin first by sliding it into the bracket as shown. The pin should easily snap into place. Then slide the bracket cover over the bracket as shown. Your idler bracket is now ready to be mounted.

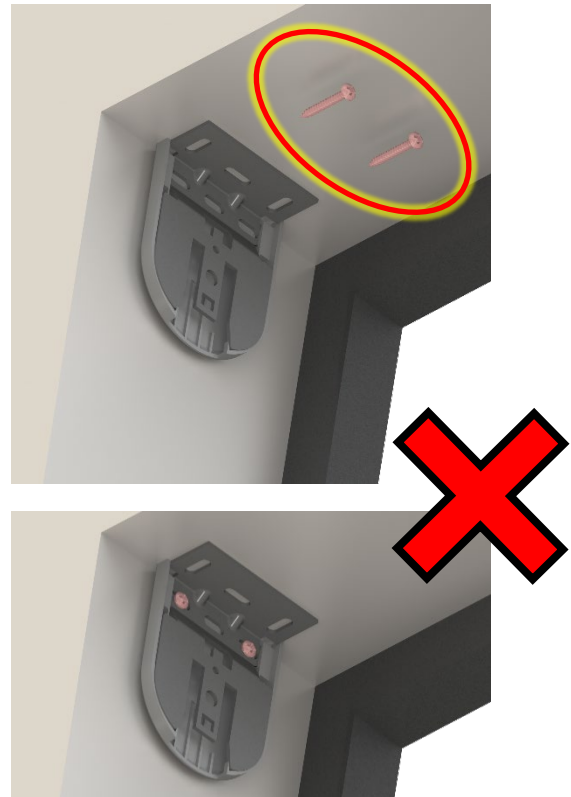
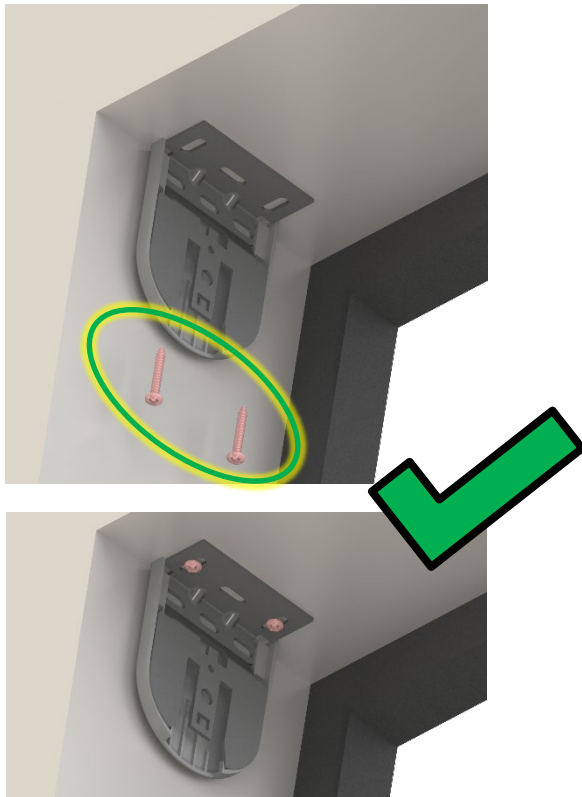




# Cordless SELECT Installation Instructions

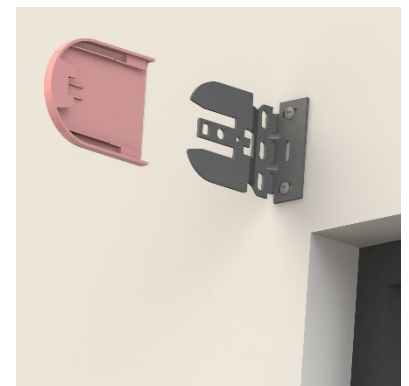
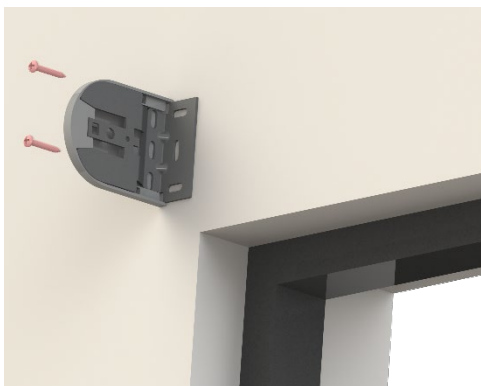
## 2.23 Inside Mount

Mount the brackets with the bracket covers on. Shades ordered as an inside mount will have a special operator bracket cover that is notched to allow shade installation and removal without having to remove the bracket cover. Be sure the notched bracket cover is installed on the operator bracket. **Do not drill and mount through the bracket covers when installing inside a jam.** This could pull the brackets further apart than the order size and result in a poor fit. *Insolroll takes an additional 1/8" deduction for inside mount order width.*



## 2.24 Outside Mount

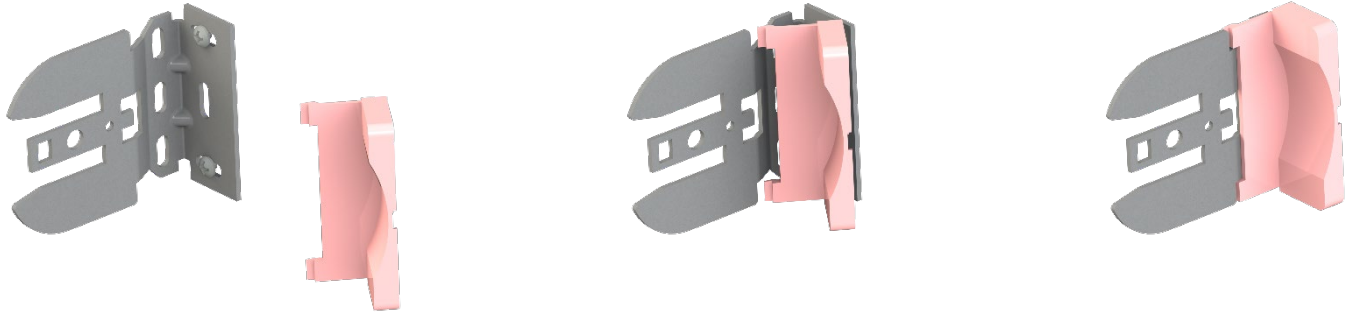
Mount the brackets with the bracket covers on. Verify that your order width matches the outside of bracket cover-to-outside of bracket cover distance. When you are finished mounting the brackets, remove the bracket cover on the operator bracket. The operator cannot be installed if the bracket cover is on the bracket.



# Cordless SELECT Installation Instructions

## 2.25 Screw Cover Install

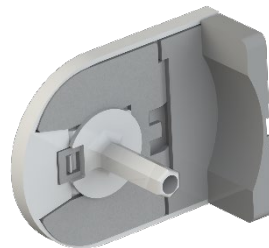
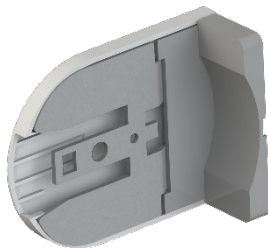
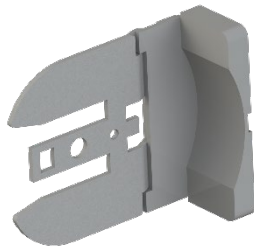
Locate both screw covers and install them on the brackets by angling the screw cover to fit the two fingers of the screw cap behind the bracket. Then rotate to snap the cover over the mounting screws.



Outside Mount  
Operator Bracket

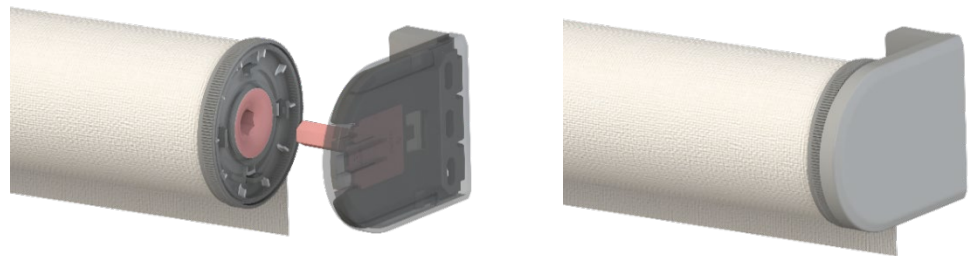
Inside Mount  
Operator Bracket

Idler Bracket



## 2.3 Shade Installation

1. Install the shade by carefully inserting the shade idler onto the idler pin on the bracket.



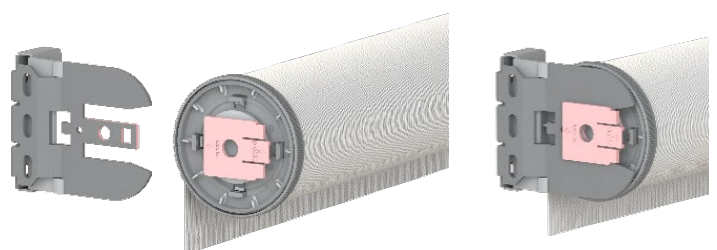
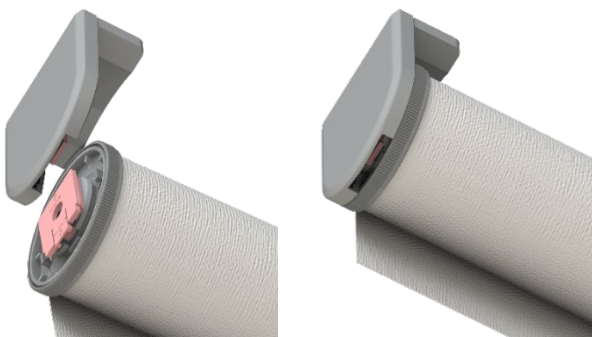
2. Carefully slide the operator mounting clip into the bracket, making sure the plastic tab on the clip is pointing away from the bracket. The operator should easily click into place, do not try to force the operator clip into the bracket. You will risk breaking the mounting clip.

**Important Note:** During the installation of the cordless shade onto the bracket, the red clip will automatically pop off and the bracket will continue to hold the spring tension.

**DO NOT REMOVE THE RED CLIP PRIOR TO INSTALLATION.**

Inside Mount Applications

Outside Mount Applications



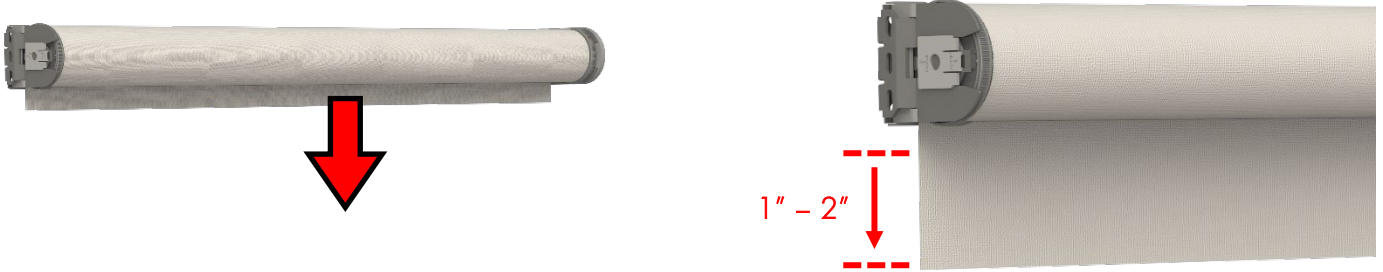




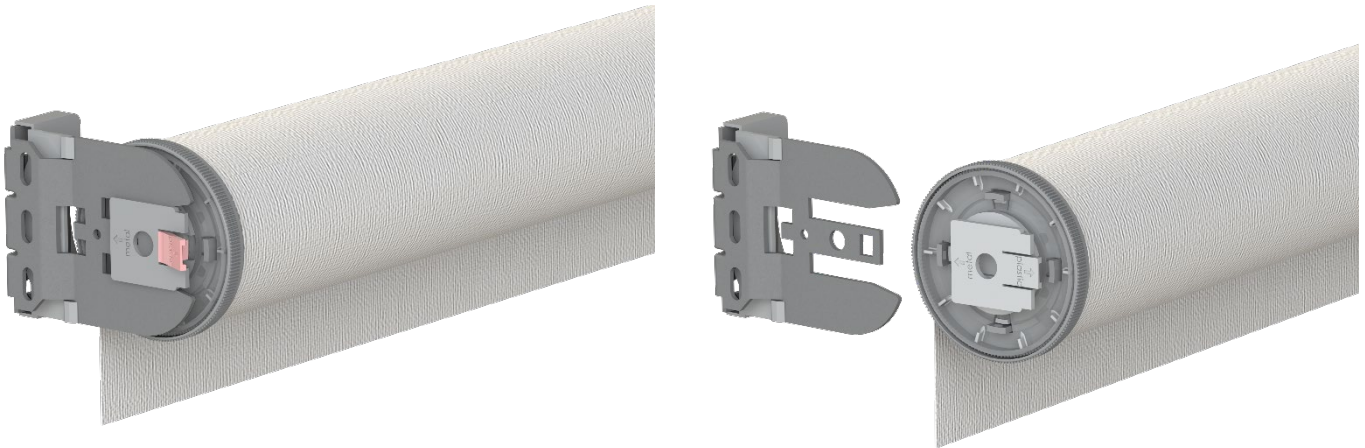
# Cordless SELECT Installation Instructions

## 2.4 Shade Removal

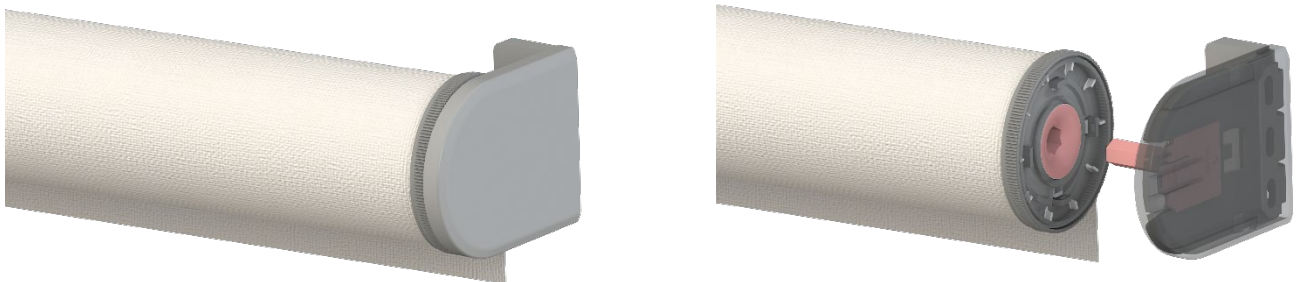
1. Prior to removing the shade, pull the shade down about 1" - 2" so it is not resting at the upper limit. This will help prevent the spring from losing its tension. It is recommended that you install the red clip back on the head of the spring.



2. Gently lift the tab on the plastic operator mounting clip (inside mount applications will require a flat-head screwdriver). Be very careful not to bend the tab too far or you will risk breaking the mounting clip. With the plastic tab lifted, slide the operator out of the bracket. **Be extremely careful when pulling up the mounting clip, if this piece is broken the operator will have to be replaced.**



2. Slide the shade idler off the idler pin on the bracket.



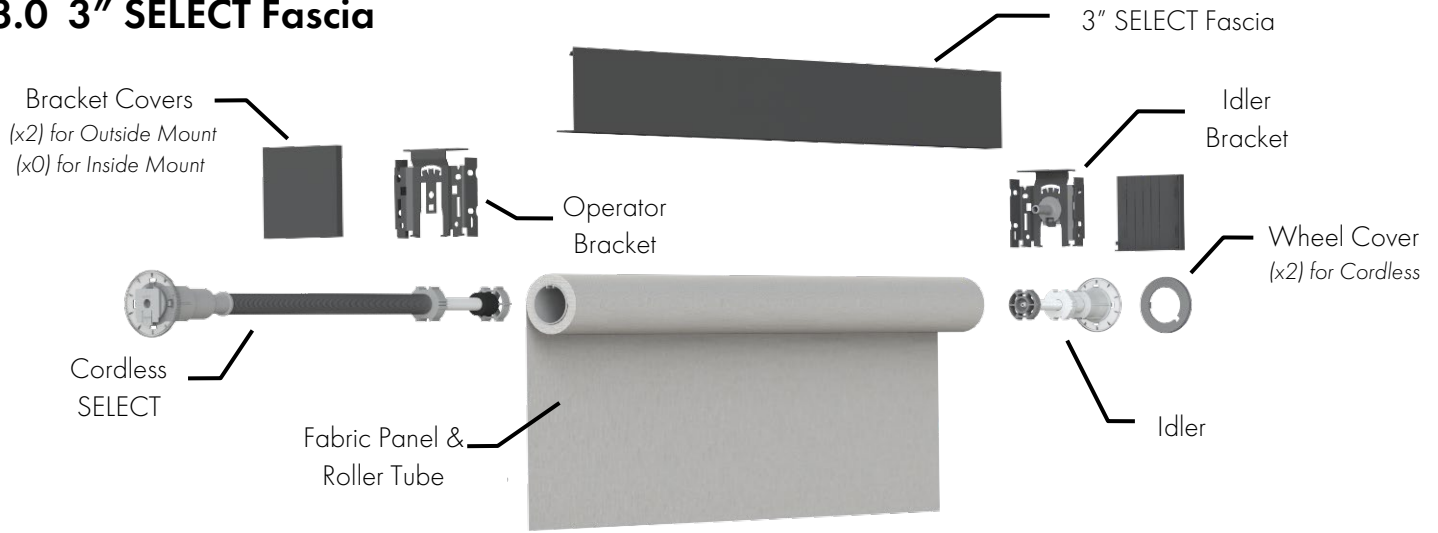
## Shade Operation

For information on adjusting and operating your shade, please refer to section 5.0 Shade Adjustments and Operation.



# Cordless SELECT Installation Instructions

## 3.0 3" SELECT Fascia



## 3.1 SELECT Fascia Brackets

Operator and Idler brackets are identical, the idler pin will be installed on the bracket to convert it to an idler specific bracket. These brackets can be used for both ceiling and wall mount applications.

Keep in mind that adding both bracket covers add a total of 1/4" to the bracket-to-bracket distance.

Bracket covers will only be provided for outside mount applications. Inside mount applications will not have bracket covers.

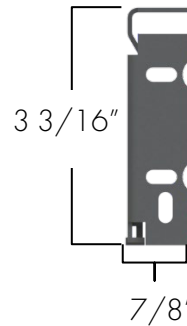
Left-Hand Bracket Cover



3" SELECT Fascia Bracket



Right-Hand Bracket Cover

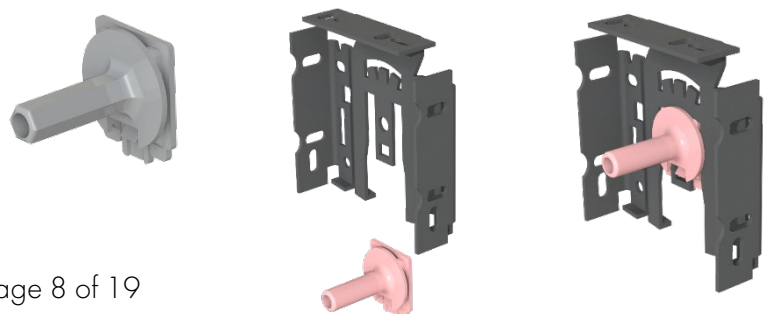


## 3.2 Bracket Location and Mounting

Mark the location of the brackets noting that the outside bracket cover-to-outside bracket cover width equals shade order width for outside mount applications. Bracket-to-bracket width equals shade order width for inside mount applications. For proper shade operation, brackets must be mounted perfectly level. Verify using a level.

### 3.21 Idler Bracket Assembly

Locate the idler pin, and a bracket. Install the idler pin by sliding it into the bracket as shown. The pin should easily snap into place. Your idler bracket is now ready to be mounted.



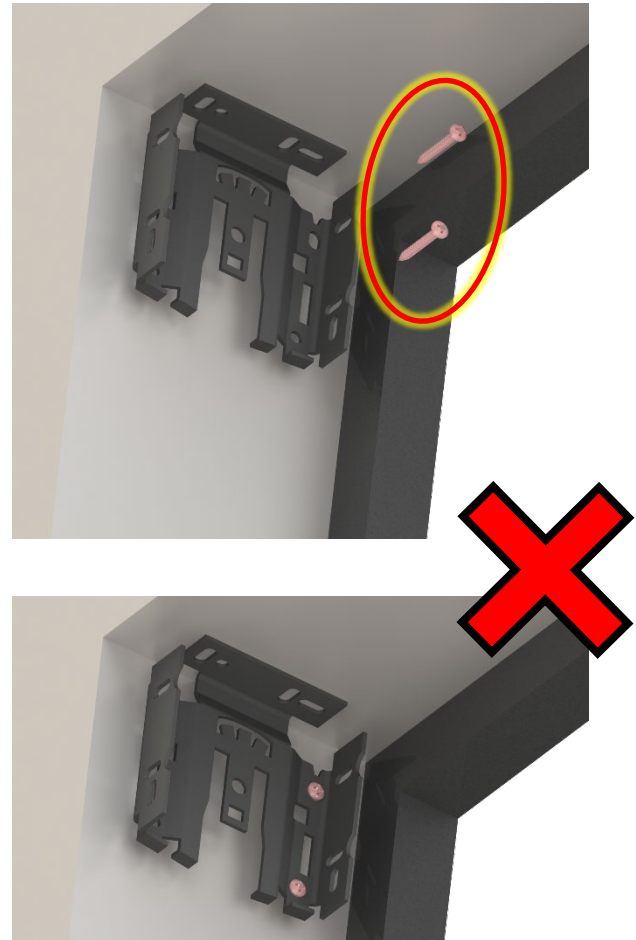
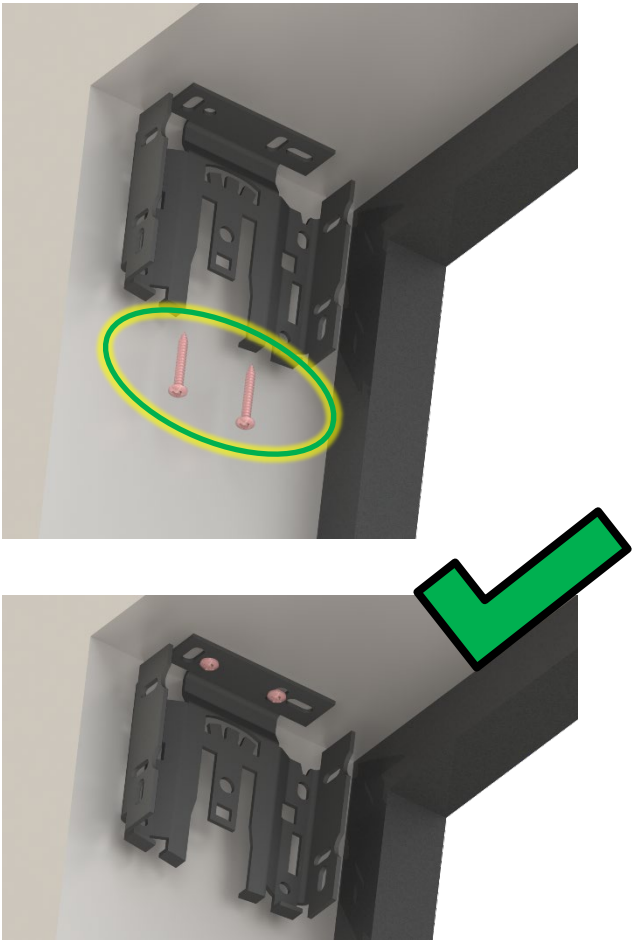




# Cordless SELECT Installation Instructions

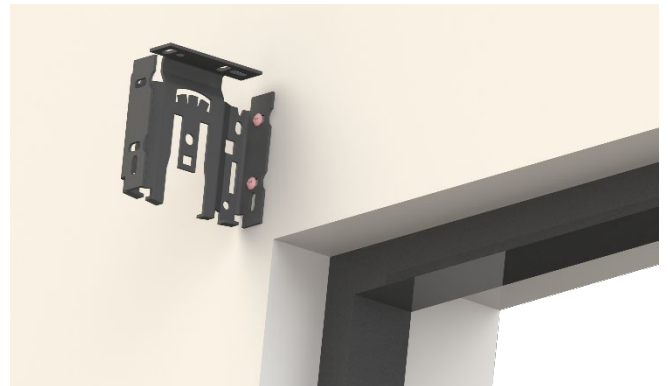
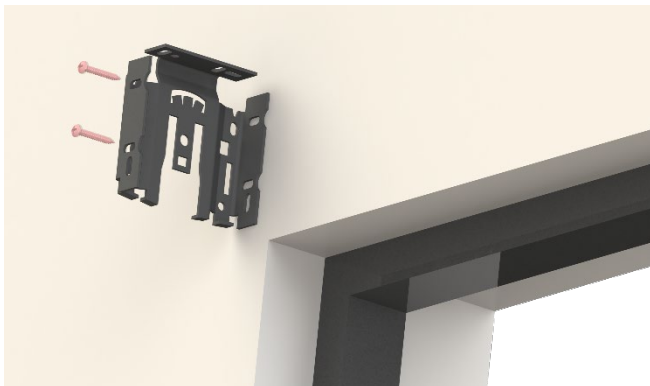
## 3.22 Inside Mount

Do not mount through the side of the bracket when installing inside a jam. This could pull the brackets further apart than the order size and result in a poor fit.



## 3.23 Outside Mount

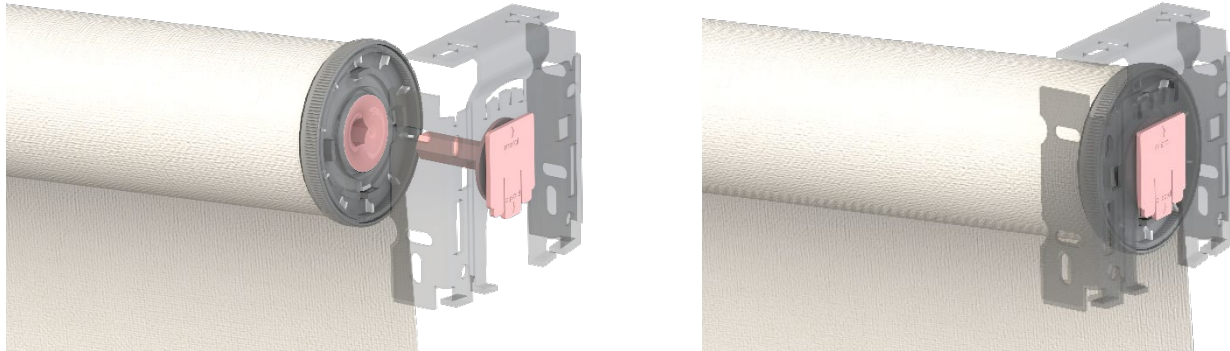
Mount the brackets as shown. Verify that your order width matches the outside of bracket cover-to-outside of bracket cover distance (bracket covers add a total of 1/4" when both are installed). Bracket covers cannot be installed until the shade and fascia are installed, put them aside until the end.



# Cordless SELECT Installation Instructions

## 3.3 Shade Installation

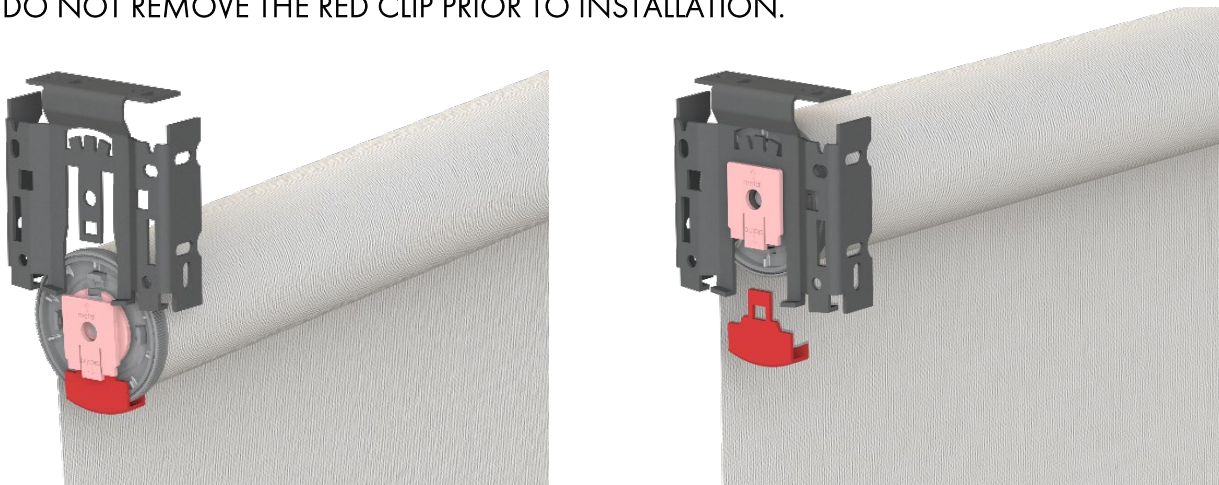
1. Install the shade by carefully inserting the shade idler onto the idler pin on the bracket.



2. Carefully slide the operator mounting clip into the bracket, making sure the plastic tab on the clip is pointing away from the bracket. The operator should easily click into place, do not try to force the operator clip into the bracket. You will risk breaking the mounting clip.

**Important Note:** During the installation of the cordless shade onto the bracket, the red clip will automatically pop off and the bracket will continue to hold the spring tension.

**DO NOT REMOVE THE RED CLIP PRIOR TO INSTALLATION.**

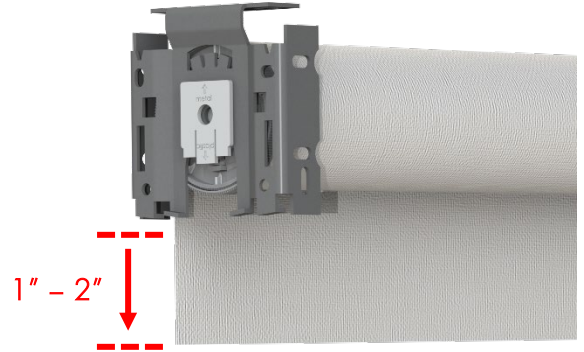




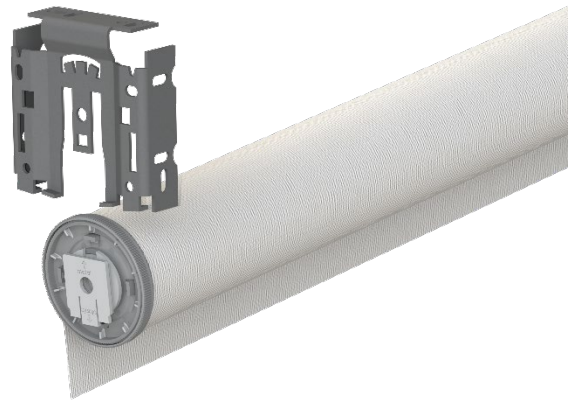
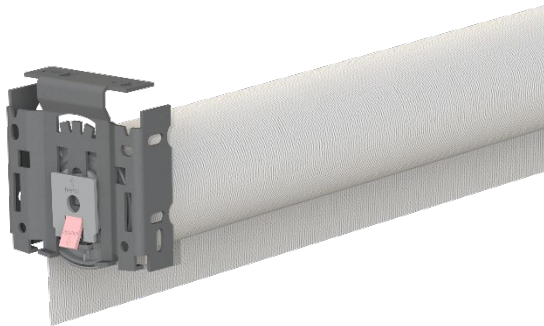
# Cordless SELECT Installation Instructions

## 3.4 Shade Removal

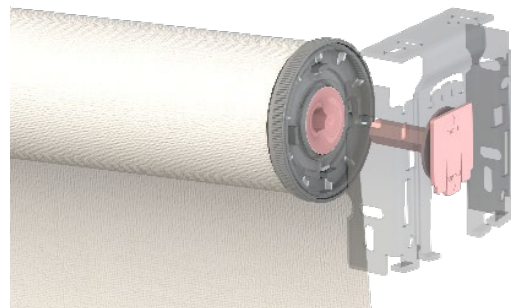
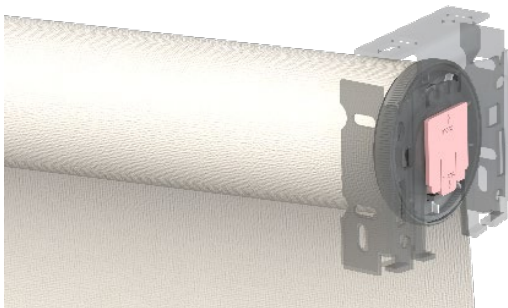
1. Prior to removing the shade, pull the shade down about 1"-2" so it is not resting at the upper limit. This will help prevent the spring from losing its tension. It is recommended that you install the red clip back on the head of the spring.



2. Gently lift the tab on the plastic operator mounting clip (inside mount applications will require a flat-head screwdriver). Be very careful not to bend the tab too far or you will risk breaking the mounting clip. With the plastic tab lifted, slide the operator out of the bracket. **Be extremely careful when pulling up the mounting clip, if this piece is broken the operator will have to be replaced.**



3. Slide the shade idler off the idler pin on the bracket.



## Shade Operation

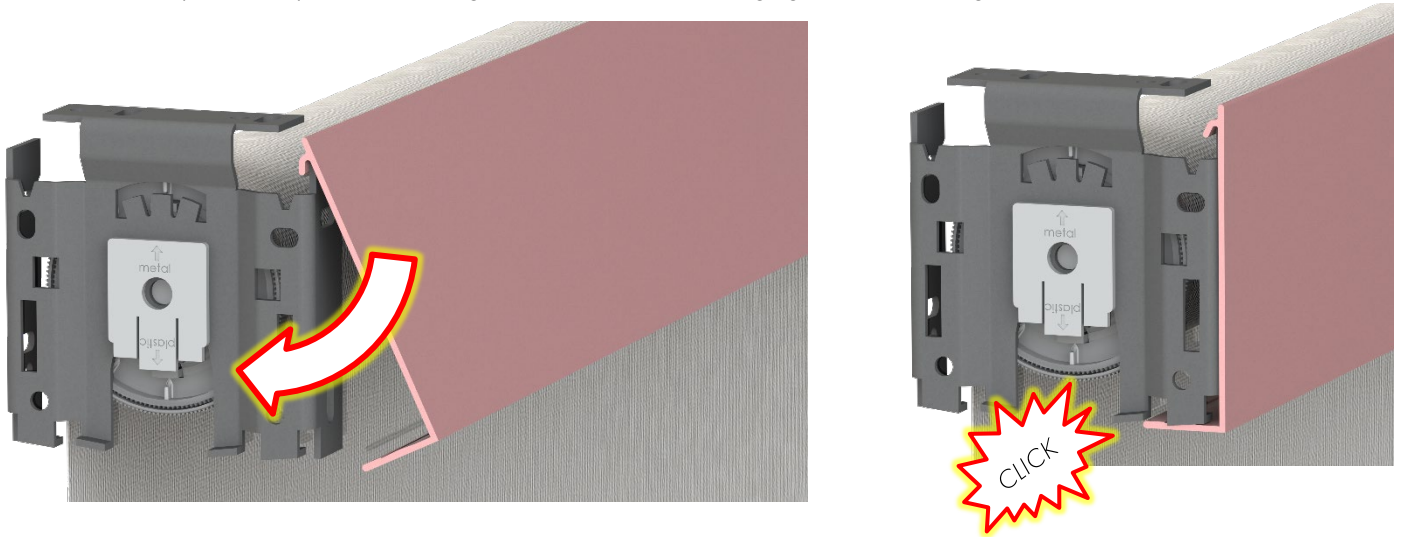
For information on adjusting and operating your shade, please refer to section 5.0 Shade Adjustments and Operation.



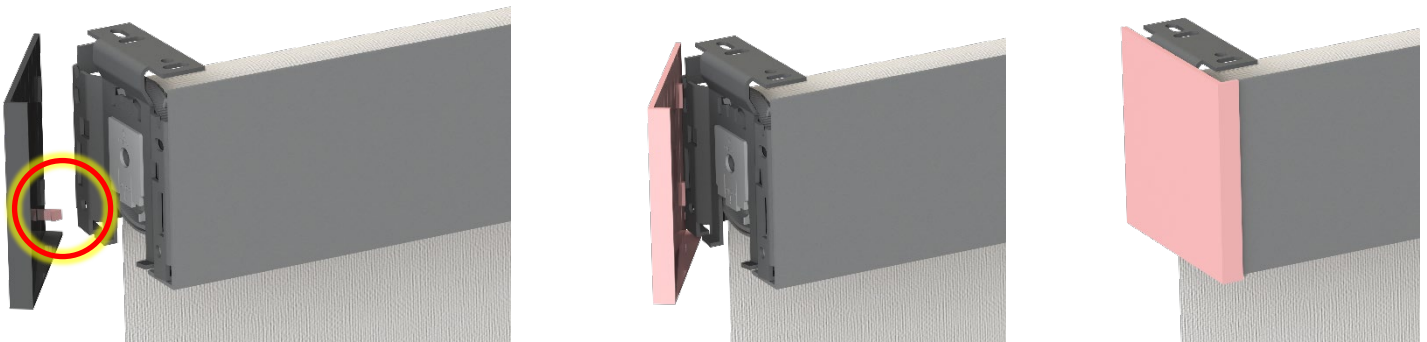
# Cordless SELECT Installation Instructions

## 3.5 Fascia Installation

1. Insert fascia into the top lip of both brackets. Push fascia toward the back of the lower part of the bracket. The fascia snaps onto the tang of both brackets. If the fascia is not secure, check the tang to ensure it is not bent. If necessary, carefully bend the tang down so the fascia engages with the tang.

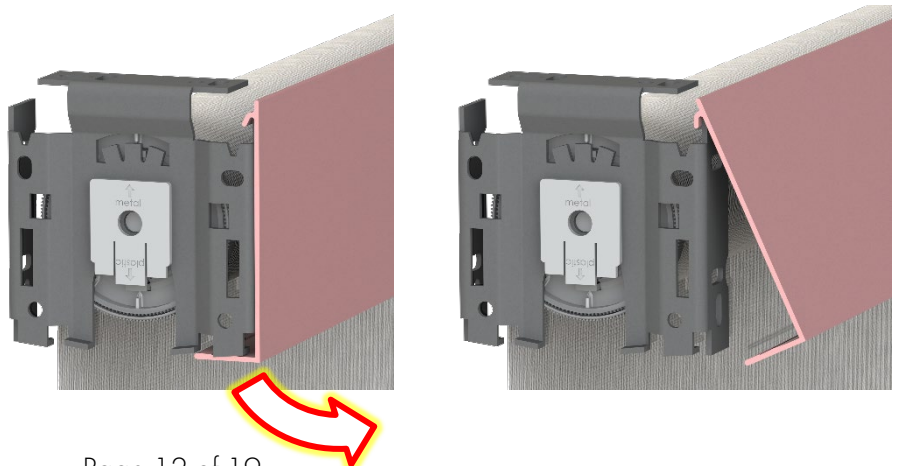


2. For outside mount, secure the bracket covers to the bracket by hooking tab on the back of the bracket cover to the bracket. Then rotate forward and over the front of the fascia. Left and right bracket covers are indicated by an "L" or "R" on the inside of each cover.



## 3.6 Fascia Removal

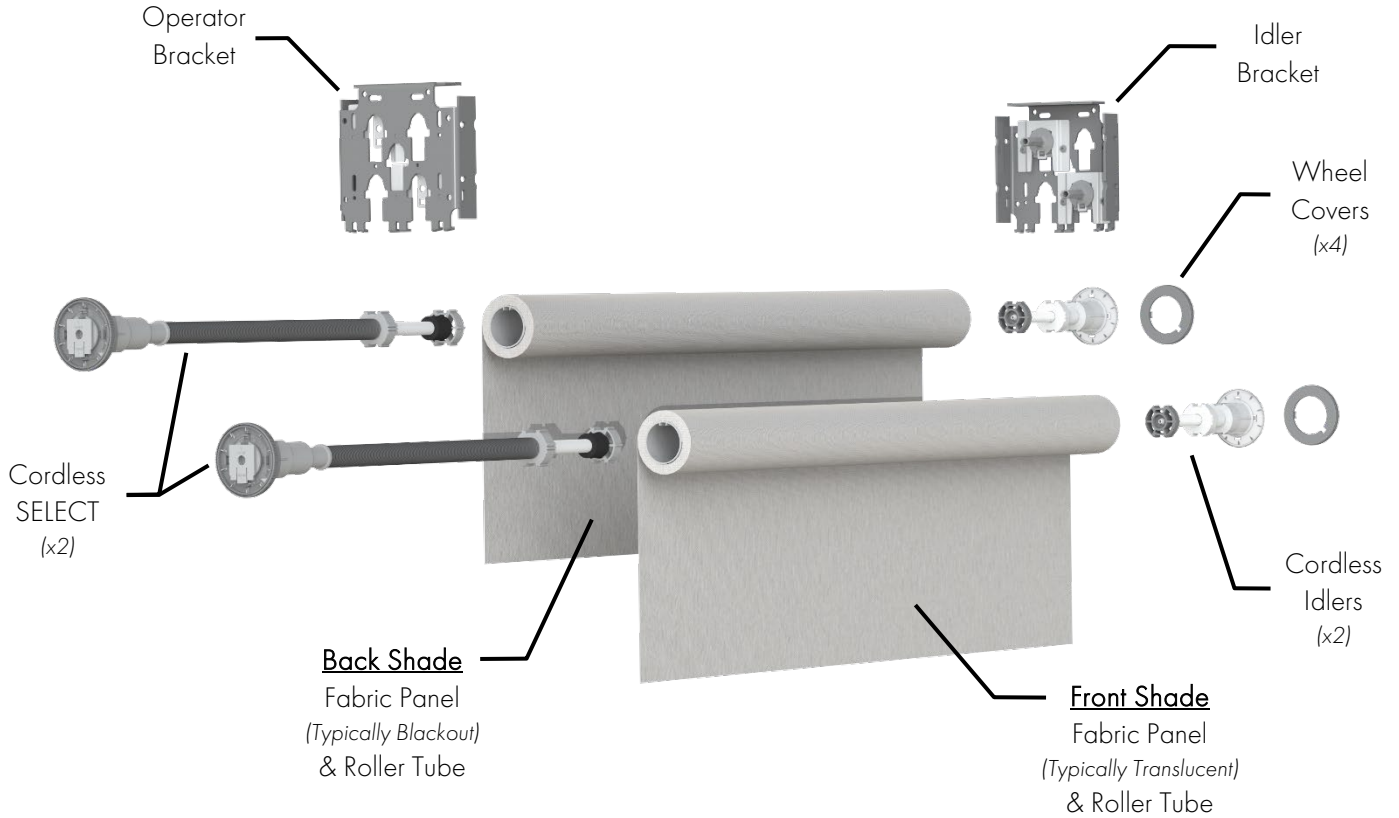
To remove the fascia, you must first remove the bracket covers (if any). Remove the fascia by pulling down on the bottom flap of the fascia near the brackets to ease the fascia over the edge of each bracket. Carefully remove the fascia and place on a scratch resistant surface.





# Cordless SELECT Installation Instructions

## 4.0 SELECT Dual Shade Bracket

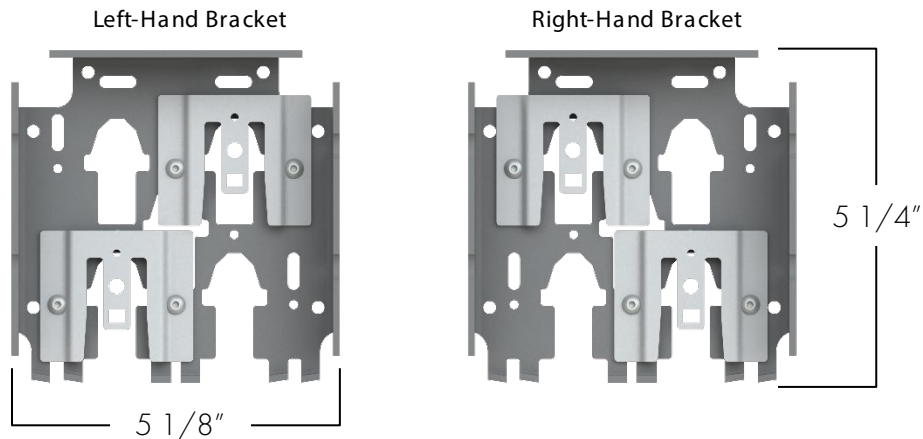


## 4.1 Dual SELECT Brackets

Operator and Idler brackets are identical, the idler pin will be installed on the brackets to convert them to idler specific brackets. These brackets can be used for both ceiling and wall mount applications.

Bracket covers for the dual SELECT brackets are not available.

Dual SELECT brackets are available as exposed (for use in pockets) or with a 6" Valance.







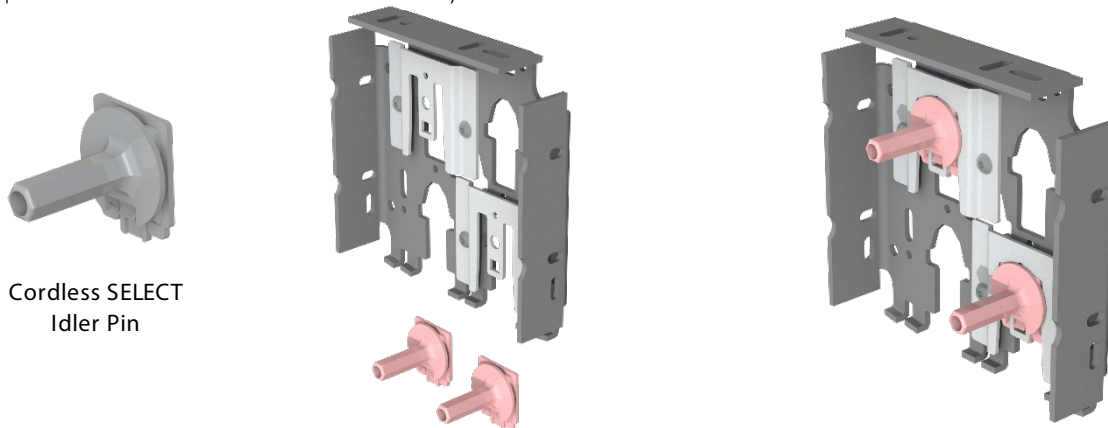
# Cordless SELECT Installation Instructions

## 4.2 Bracket Location and Mounting

Mark the location of the brackets noting that the bracket-to-bracket width equals shade order width for exposed systems and inside mount 6" Valance without end plates. End plate-to-end plate width equals shade order width for 6" Valance systems with end plates. For proper shade operation, brackets must be mounted perfectly level. Verify with a level.

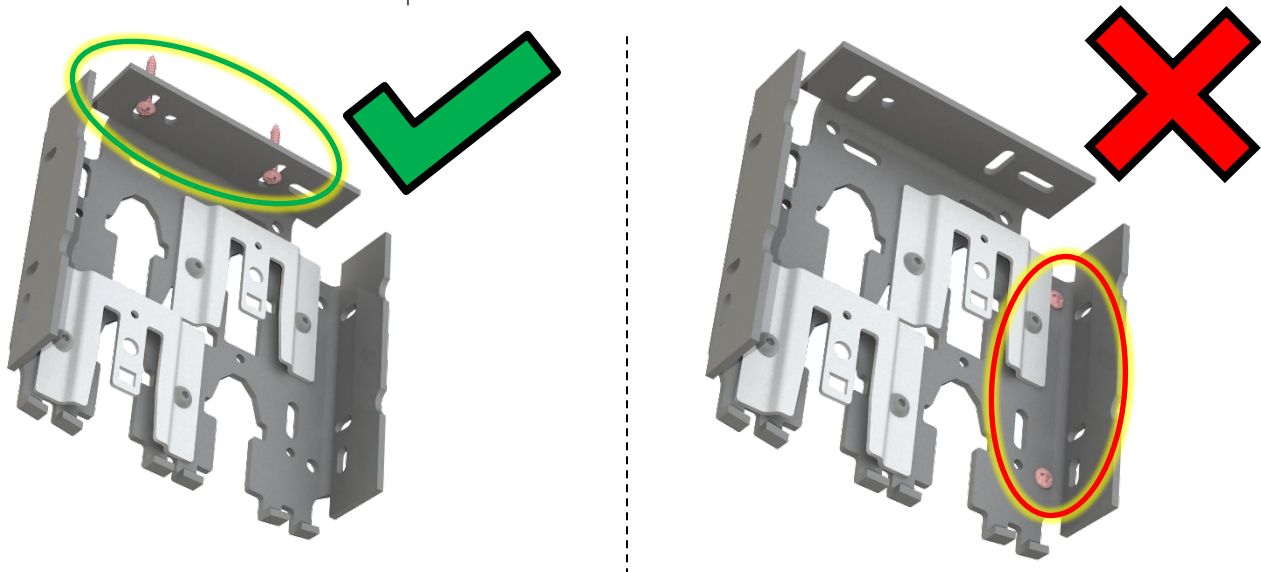
### 4.2.1 Idler Bracket Assembly

Locate the idler pin, and a bracket. Install the idler pin by sliding it into the bracket as shown. The pin should easily snap into place. Your idler bracket is now ready to be mounted.



### 4.2.2 Inside Mount

Do not mount through the sides of the bracket when installing inside a jam. This could pull the brackets further apart than the order size and result in a poor fit.

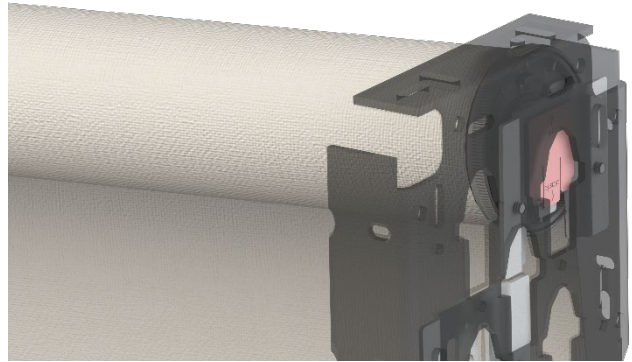
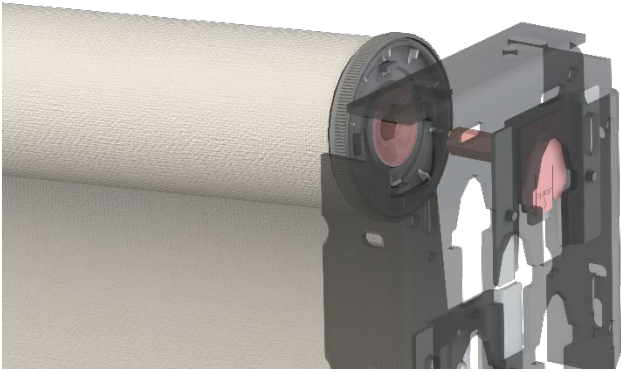


### 4.2.3 Outside Mount

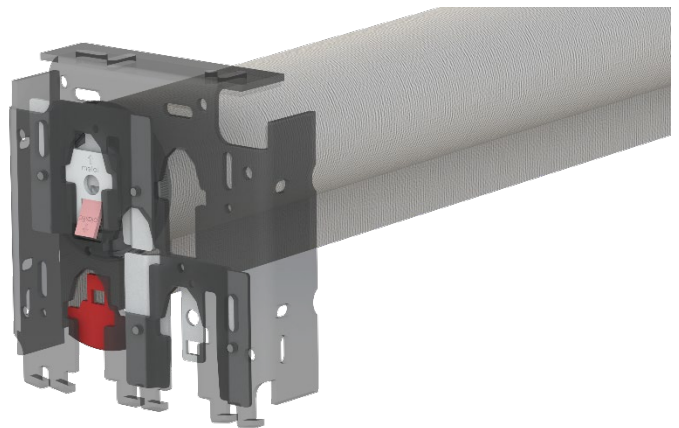
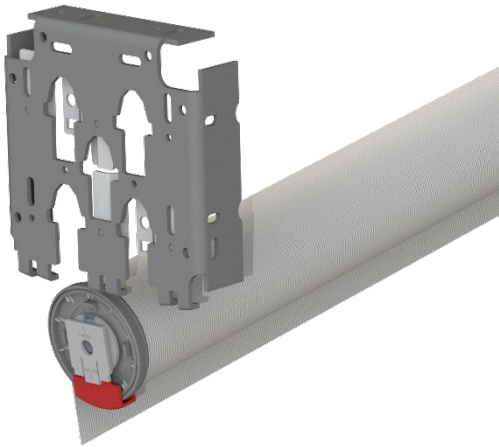
Mount the brackets and verify that your brackets are mounted at the proper width. Remember that the bracket-to-bracket width equals shade order width for exposed systems and inside mount 6" Valance without end plates. End plate-to-end plate width equals shade order width for 6" Valance systems with end plates.

## 4.3 Shade Installation

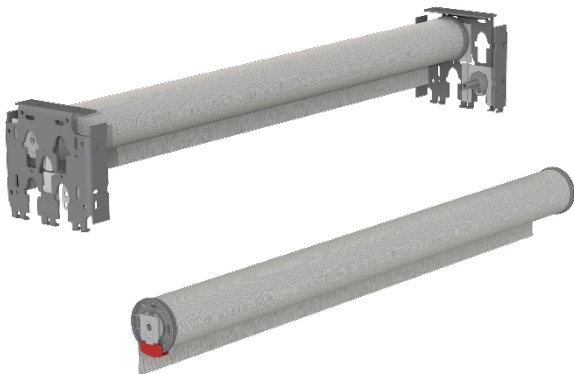
1. Install the back shade (usually a blackout or darker fabric) by carefully inserting the shade idler onto the idler pin on the bracket.



2. Carefully slide the operator mounting clip into the bracket, making sure the plastic tab on the clip is pointing away from the bracket. The red plastic clip should automatically pop off the head of the spring as the mounting clip is inserted into the bracket. The head of the spring should easily click into place, do not try to force the mounting clip into the bracket. You will risk breaking the mounting clip.



3. Repeat the install steps for the front shade.





# Cordless SELECT Installation Instructions

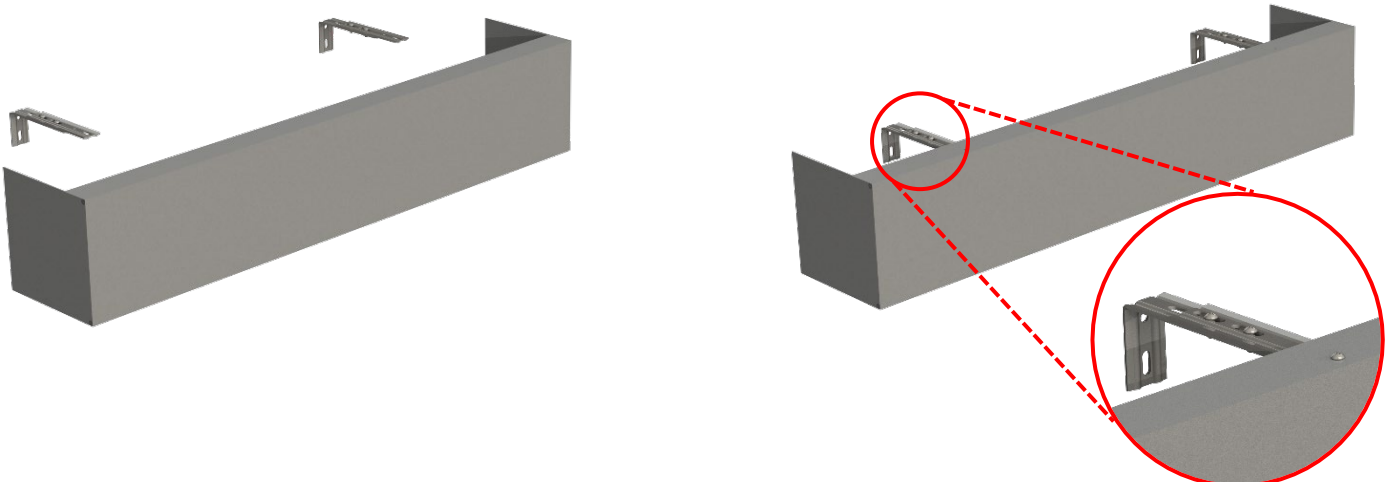
## 4.4 6" Valance

### A. Inside Mount:

1. The valance mounting brackets are not included for this application. The valance is mounted independently from the shade. You will receive exposed brackets for single shade applications or dual shade brackets for dual shade applications.
2. "Dry-fit" the valance at the desired location to ensure shade clearance and proper fit for your application. The valance should sit flush with the front of the opening.
3. Pre-drill mounting holes in the top return of the valance (holes should be drilled in the groove of the return).
4. Place the valance into opening. Secure the valance by screwing through the top of the valance into the surface.

### B. Outside Mount:

1. End plates are included for this application. The valance is mounted independently from the shade. You will receive exposed brackets for single shade applications or dual shade brackets for dual shade applications.
2. Secure the end plates to the valance with supplied mounting screws. "Dry-fit" the valance at the desired location to ensure shade clearance and proper fit.
3. Determine the location of the L-brackets. Recommended spacing between the L-brackets is a maximum 36". Mount the L-brackets.  
*Note if dual shade: the top of the L-bracket must be mounted flush with the top of the shade brackets.*
4. "Dry-fit" the valance on L-brackets to determine the pre-drill hole location. Loosen the L-bracket adjustable screws as required for ease of installation. Pre-drill 3/16" holes in the top return of the valance (holes should be drilled in the groove of the return).
5. Using the supplied fasteners, secure the valance to the L-brackets. Position the valance so the end plates are flush with the mounting surface and firmly tighten the L-bracket adjustable screws.



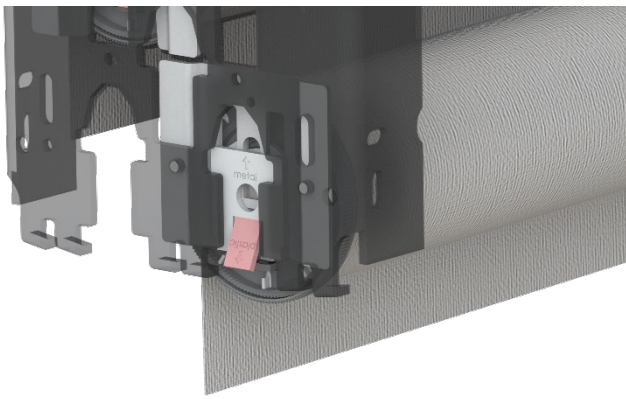


# Cordless SELECT Installation Instructions

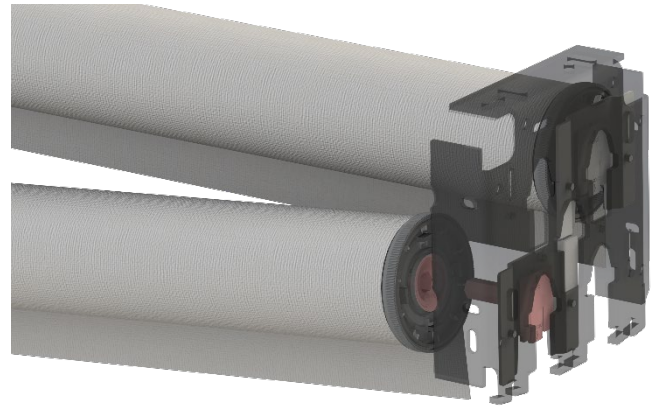
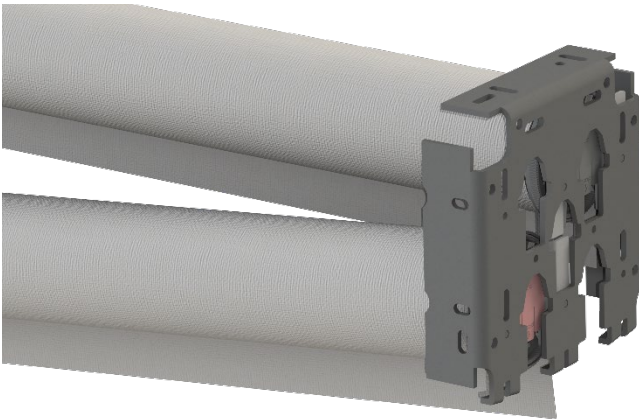
## 4.5 Shade Removal

1. Prior to removing the shade, pull the shade down about 1"-2" so it is not resting at the upper limit. This will help prevent the spring from losing its tension. It is recommended that you install the red clip back on the head of the spring.

Start with the front shade and gently lift the tab on the plastic operator mounting clip (this may require a flat-head screwdriver). Be very careful not to bend the tab too far or you will risk breaking the mounting clip. With the plastic tab lifted, slide the operator out of the bracket. **Be extremely careful when pulling up the mounting clip, if this piece is broken the operator will have to be replaced.**



2. Slide the shade idler off the idler pin on the bracket.



3. Repeat the removal steps for the back shade.

## Shade Operation

For information on adjusting and operating your shade, please refer to section 5.0 Shade Adjustments and Operation.





# Cordless SELECT Installation Instructions

## 5.0 Shade Adjustments and Operation

### 5.1 Speed Adjustment

Use the spring wheel (left-hand wheel for regular roll shades and right-hand wheel for reverse roll shades) to increase or decrease the speed that the shade will roll up at.

#### Regular Roll

Rotate the wheel on the left-hand side of the shade to adjust the speed of the shade. Rotate the wheel counterclockwise to increase the speed or clockwise to decrease the speed.



#### Reverse Roll

Rotate the wheel on the right-hand side of the shade to adjust the speed of the shade. Rotate the wheel clockwise to increase the speed or counterclockwise to decrease the speed.

### 5.2 Upper Limit Adjustment

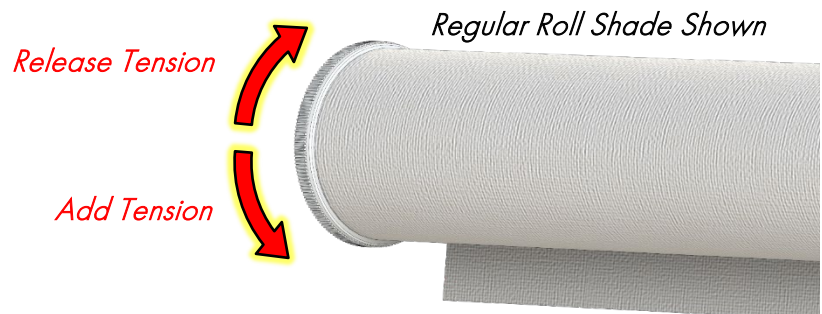
Position the shade at the current upper limit. Use the right-hand wheel to raise or drop the limit to the desired location. Rotate clockwise to raise the limit or counterclockwise to drop the limit.

### 5.3 Re-Tension Cordless SELECT Spring

If the red tab was removed prior to installation and the spring lost all tension, you will need to manually re-tension the spring. To do this, you will have to begin rotating the spring wheel (left-hand wheel for regular roll shades and right-hand wheel for reverse roll shades). The amount of tension needed will depend on the type of spring used, size of the shade and weight of the fabric. Occasionally test the tension by pulling the shade down. It will automatically lock into position, gently tug down on the bottom of the shade to unlock it and allow the shade to roll up to the upper limit. Use section 5.1.1 Speed Adjustment to fine tune the roll up speed of the shade.

#### Regular Roll

Rotate the wheel on the left-hand side of the shade to adjust tension. Rotate the wheel counterclockwise to add tension or clockwise to release tension.



#### Reverse Roll

Rotate the wheel on the right-hand side of the shade to adjust tension. Rotate the wheel clockwise to add tension or counterclockwise to release tension.





# Cordless SELECT Installation Instructions

## 6.0 Troubleshooting

### 6.1 Fabric Telescoping

Fabric telescoping is excessive horizontal movement of the fabric panel while rolling up on the tube. Shades are tested and fabric telescoping is adjusted prior to shipment, but additional adjustments may be required depending on each specific application.

If fabric adjustments are required, roll the shade all the way down so the tube is exposed (this will require adjustment of the lower limit for twin pull and clutch SELECT operators (use Section 5.22 Lower Limit Adjustment)).

Place a piece of duct tape, 2"-4" in length, near the edge of the tube on the side opposite of the direction the fabric is moving.

Run the shade up and down a few times. If the shade still telescopes, repeat the process. The correct amount of tape can only be determined by trial and error. Re-set the lower limit after completing shade adjustments.

### 6.2 Poor Operation

If the shade does not operate properly or smoothly when installed, the positioning of the brackets may need to be adjusted. If the brackets are too tight or installed at an angle, the shade may not operate as designed.