



Cordless Roller Roman Shade with Easy Spring Plus

Fabrication Instructions



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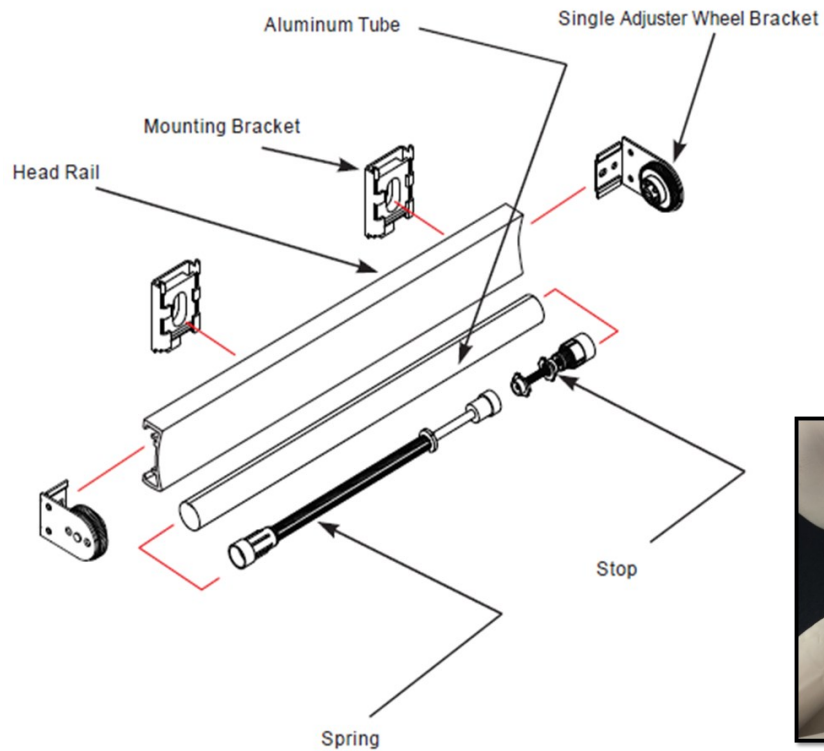
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<u>Quantity Needed</u>	<u>Item</u>	<u>RollEase Item #</u>	
1	Headrail	RE0080110	
Varies depending on width of shade (max 18" between brackets)	Mounting Brackets	RE0080200	
1	Spring 1-1/2" (38mm)	RE0080400 1.2 x 300mm RE0080500 1.5 x 450mm RE0084400 1.7 x 550mm	
1	Stop 1-1/2" (38mm)	RE0081400	
2	Bracket with Adjuster Wheel 1-1/2" (38mm)	RE0080710	
1	Tube 1-1/2" diameter	RTEA4T6 - 6' RTEA4T12 - 12' RTEA4T16 - 16'	
1	Pre-Rotation Tool	RE0084200	

Note: 38mm components are shown in these instructions on Roller Roman shades due to their weight. 32mm are not recommended.

<u>Quantity Needed</u>	<u>Item</u>	<u>RollEase Item #</u>	
1	Lift Cord 1.2mm	V2LCXXX	
1	Safety Shroud	CSS500X	
Varies depending on weight of shade (5 pounds per lift cord max)	Roller Roman Tube Clips	RRTC15	
1	Pull ring		
1	Your Roman shade, assembled		
1	Your covered dustboard 1"x3" or 1"x2"		

Roller Roman Assembly - Shade Styles



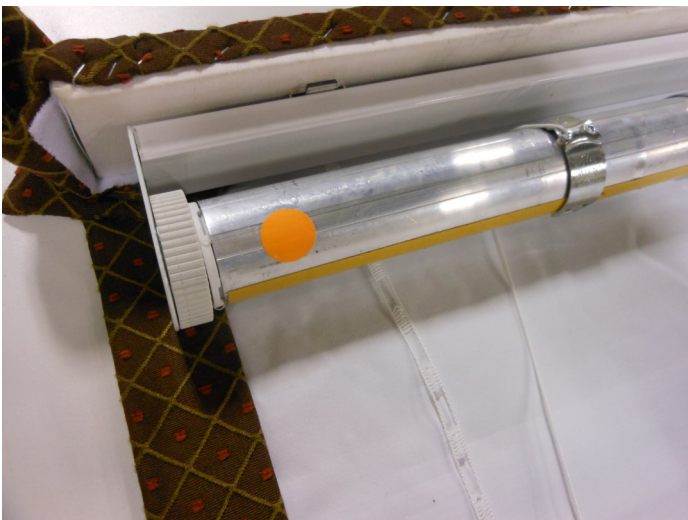
Note: Position of spring and stop depends on type of Roman shade you're making. When assembling your shade, use a sticker or similar to mark spring side for later reference.

Waterfall Shade (with fabric dropping off the front of the dustboard)

If you're facing **BACK** of shade as shown below, Spring will be on your LEFT and Stop will be on your RIGHT.

Standard Shade with Grommets (with fabric dropping off the back of the dustboard)

If you're facing **FRONT** of shade as shown below, Spring will be on your LEFT (see sticker) and stop will be on your RIGHT.



Tools Required

1. Tape measure (with 16th increments)
2. Scissors
3. Screw gun
4. Metal saw (for cutting rail and tube)

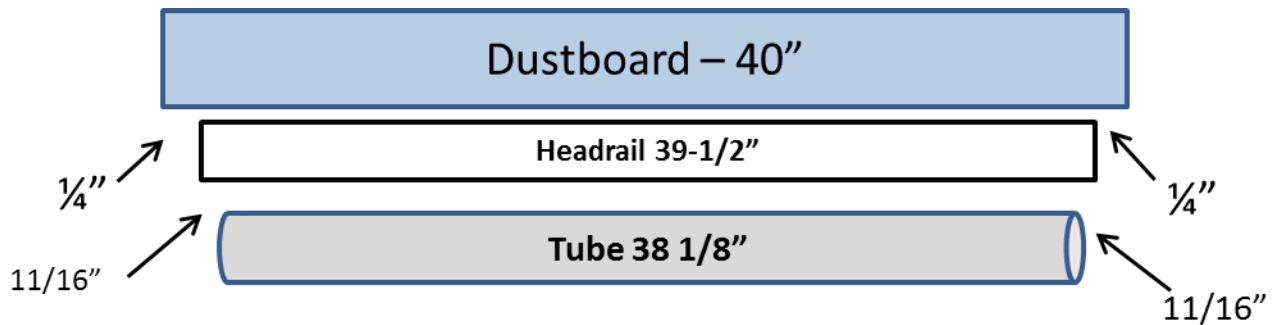
Deductions

Step 1. Determine Size of Dustboard

Step 2. Cut headrail $\frac{1}{2}$ " smaller than dustboard
(leaving $\frac{1}{4}$ " on each side of dust board. See diagram below)

Step 3. Cut Tube $1\text{-}\frac{3}{8}$ " smaller than headrail
(leaving $\frac{11}{16}$ " on each side of headrail. See diagram below)

Diagram Example – 40" Shade



To Begin:

1. Make sure you have a clean working area.
2. Lay all parts on fabrication table.
3. Assemble Roman shade panel with lift cord (per your usual method).
4. Use 1"x 3" or 1"x 2" true covered dust board (per usual method).

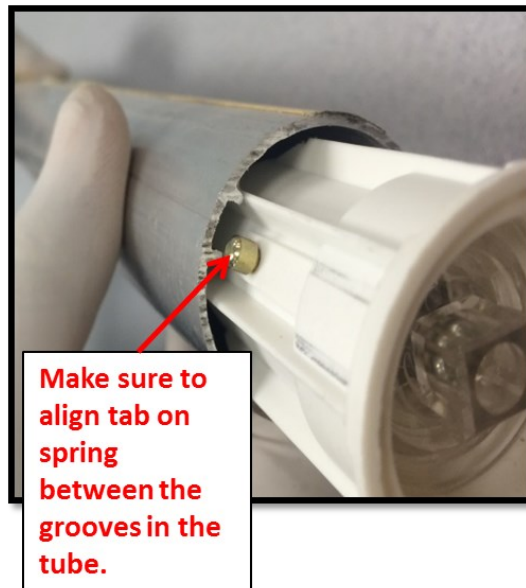
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5. Select spring based on dustboard width and shade weight.

Note: When choosing a spring, pick the longest spring that will fit in the tube as long as the shade weight does not exceed the max shade weight in the chart below. (shade weight does not include dustboard and tube system)

Spring	Spring size	Stopper Size	Max Shade Weight	Min Tube Width	Min Headrail Width	Min Dustboard Width
1.2mmX300mm	19-3/8"	5"	6 lbs	25-7/8"	27-7/16"	27-15/16"
1.5mmX450mm	26"	5"	15 lbs	32-1/2"	34-1/16"	34-9/16"
1.7mmX550mm	30"	5"	20 lbs	36-5/8"	38-3/16"	38-11/16"

6. Insert Spring into tube (see page 4 for orientation depending on shade style)



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Setting the Stop Plate

On a Cordless Roller Roman Shade system, It is necessary to set the stop plate (move the stop plate away from the stop spring) before inserting it into the tube. This will allow you to be able to set the upper stop position of the shade. (Skipping this step will cause the shade to stick at the bottom and not raise.)

7. To set this quickly and adjust later:

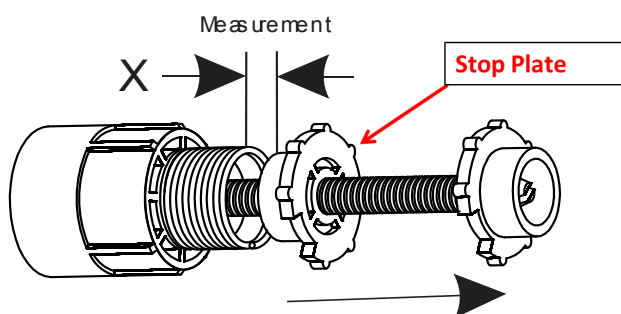
Set the stop plate on the shade stop by rotating it half way from the stop spring.

To set this more accurately now:

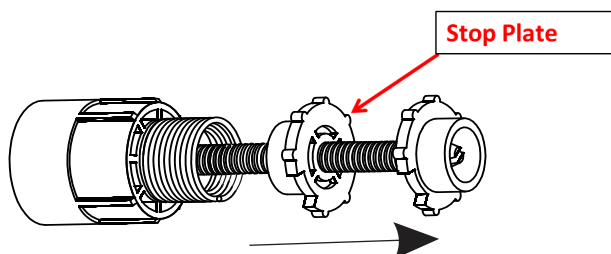
Use the chart below to set the stop according to the height of the shade.

Shade Height (Inches)	Plate Revolutions	Distance from Spring (X)
5	1	1/16"
9	2	1/8"
14	3	1/8"
19	4	3/16"
24	5	3/16"
28	6	1/4"
33	7	3/8"
38	8	3/8"
42	9	7/16"
47	10	1/2"
52	11	1/2"
56	12	9/16"
61	13	5/8"
66	14	11/16"
71	15	3/4"
75	16	3/4"
80	17	7/8"
85	18	7/8"
89	19	15/16"
94	20	1"
96	21	1"

Rotate stop plate away from stop spring



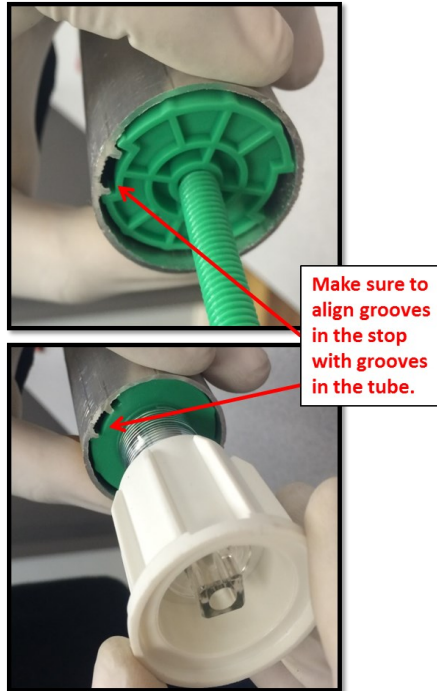
Below shows stop plate half way from stop spring



Note: Fractional distances are approximate

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8. Insert the Stop (*opposite side from spring*)



9. Determine number of pre-rotations needed, then pre-rotate the Spring.

The number of spring pre-rotations are determined by the length and weight of the shade. Refer to the Pre-rotation Charts (**next page**) and follow the steps below:

In the “**Pre-rotations by Shade Length**” chart, find the LENGTH of your shade on the left side axis. Then move horizontally across to the plotted line, and then vertically down to the bottom axis to find the number of pre-rotations required for your shade's LENGTH.

Next In the “**Pre-rotations by Shade Weight**” chart, find the WEIGHT of your shade on the left side axis. Then move horizontally across to the plotted line, and then vertically down to the bottom axis to find the number of pre-rotations required for your shade's WEIGHT.

Add the total from both charts together for the total number of pre-rotations. The total cannot exceed 50 pre-rotations.

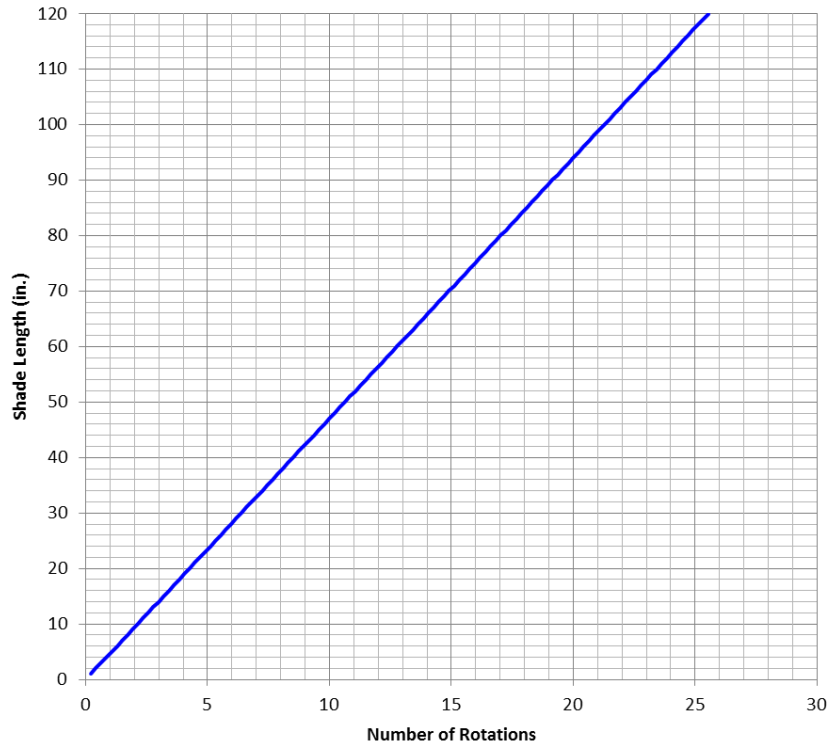
Using the pre-rotation tool, rotate the spring **clockwise** to set the tension. Before removing handle, rotate the handle 1/4 turn backwards to set the lock. Roller tube must be horizontal for lock to work properly.



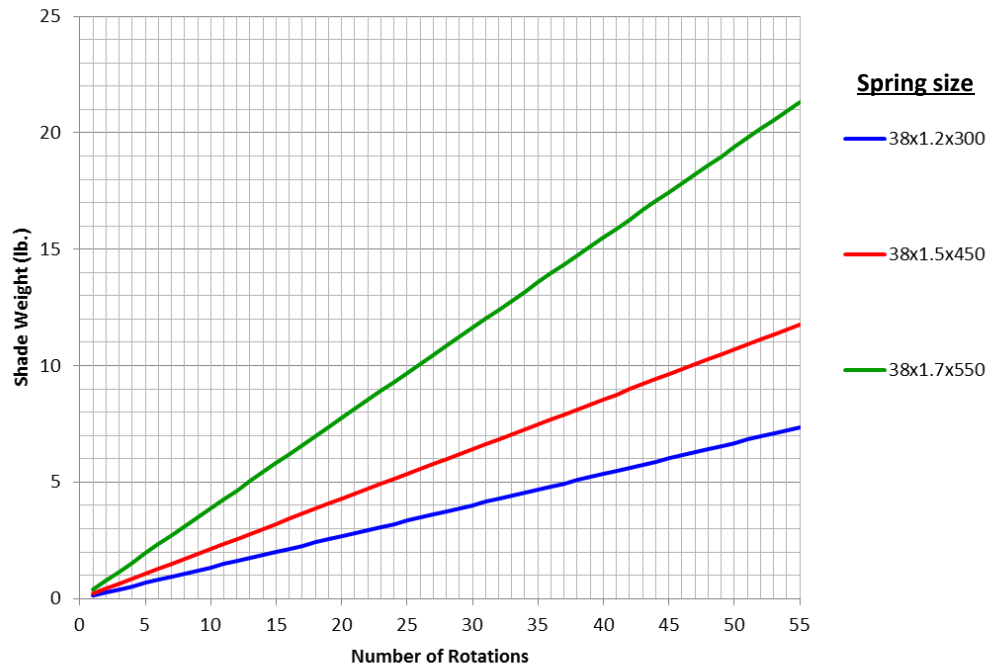


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Pre-Rotations for Shade
LENGTH
1 1/2 in. (38 mm) Tube



Pre-Rotations for Shade
WEIGHT
1 1/2 in. (38 mm) Tube

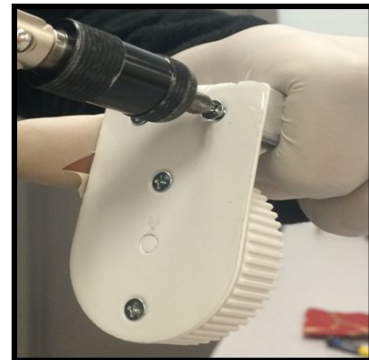
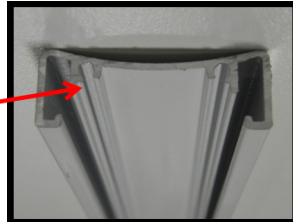


Total Pre-Rotations from **Length** Chart
+ Total Pre-Rotations from **Weight** Chart
= Total Pre-Rotations Required (Total may NOT exceed 50)

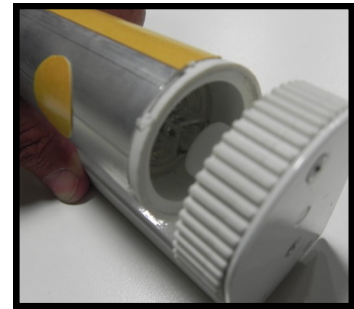
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10. Insert spring end bracket into headrail and use screws provided to secure in place.

Screws should align with grooves on inside of headrail.



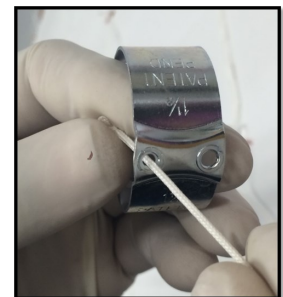
11. Insert spring end of tube into bracket with adjuster wheel.



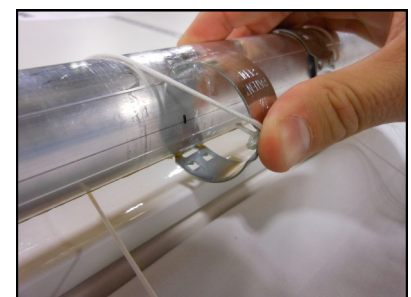
12. Install stop end bracket on the opposite end into head rail. Align adjuster wheel with end of stopper and secure bracket with screws provided.



13. With shade attached to mounting board, lay shade flat, back side facing up. Bring lift cords up through ladder shroud and rings, then between back of shade and tube, and over top of tube. Feed lift cord through clip and tie with knot on underside of clip so it can't pull through the hole.



14. Attach cord clips to tube with cord knot on side nearest vertical cord lift line. (see next page for clip alignment)

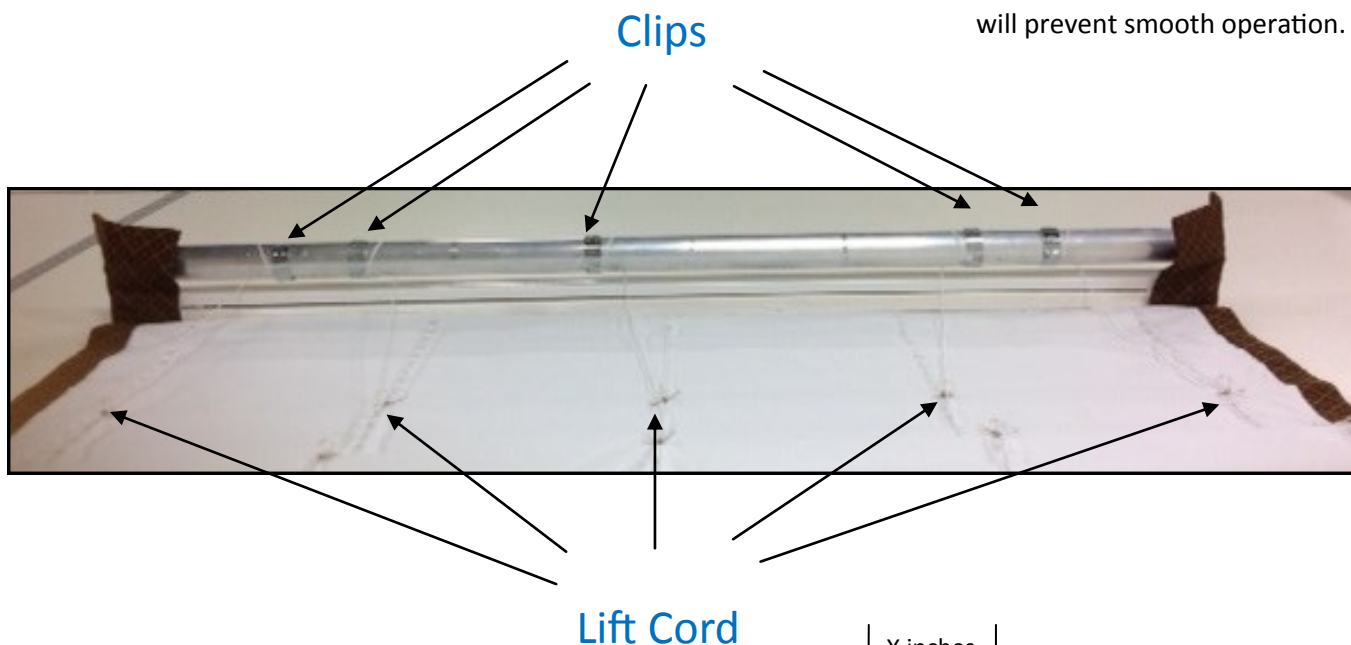




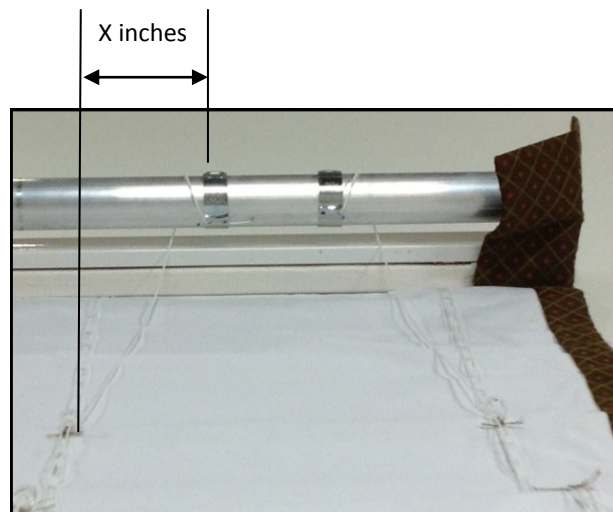
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Clip Alignment: Clips should be spaced evenly alternating sides of lift cords. Always use an uneven amount of clips, then place the middle clip to the left or right of middle lift cord. A center cord is needed for the attachment of the pull ring.

Tip: Do not use screw eyes on the dustboard. Screw eyes add extra drag to the system, which will prevent smooth operation.



The clips should be offset "X inches" from the lift cord as shown in photo.



15. Clips should be spaced evenly with "X" inches between the lift cord on the shade and the clip on the roller tube. "X" equals 1" for shades up to 30" in length, 2" for shades between 30" and 60", and 3" for shades over 60" in length. Shade should be fully extended during attachment. **Cord should come between tube and headrail and over top of tube for attachment. Center cord may go either to the right or left.**

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16. Evenly space the brackets on the center of the dust board one every 18". Keep brackets in a straight line and perpendicular to the sides of the dust board. The clear plastic tab faces the rear of the shade.

Rear of Shade



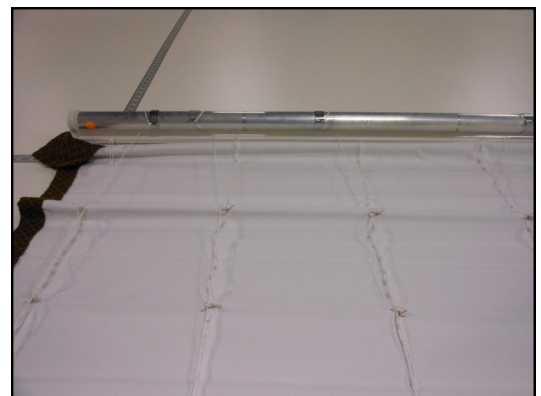
17. Snap the head rail into the mounting brackets.



18. Attach valance per usual method.



19. Completed shade. Visually check to make sure that the spring marker is on the correct side of the shade for the model that you are making. (See page 3)

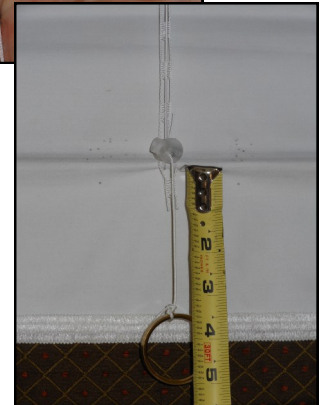
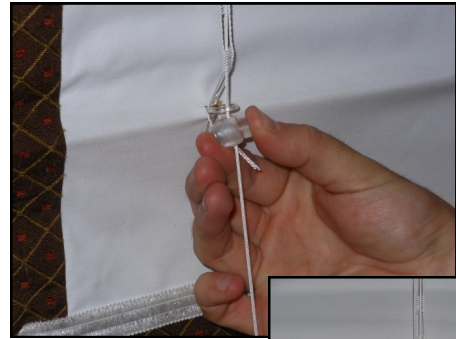


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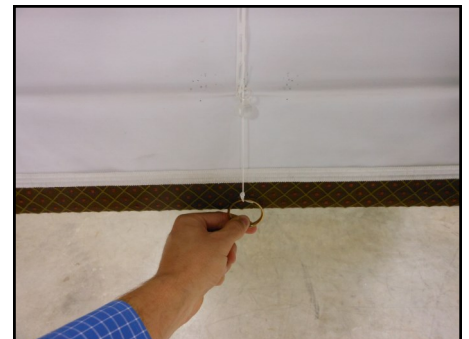
Adjusting the stop and spring:

20. First hang shade so you can work from the back. Bring orbs up to bottom rings so there is light tension on the lift cord.

Attach lift ring to center cord a minimum of 2 inches below last (bottom) ring.

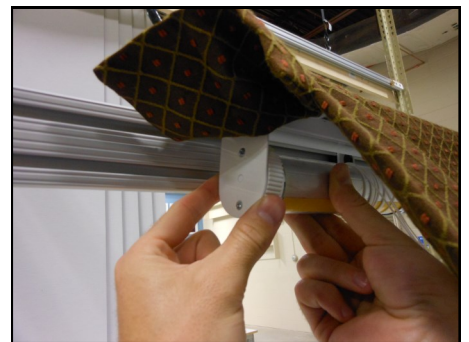


21. Tug on ring to rotate the tube about 1/4 turn. This releases the locking mechanism. Release ring and let shade raise naturally.



22. Check tension of spring and adjust by raising shade as far as it will go to the top, holding tube with one hand and turning adjuster wheel with the other (facing end of tube) counter-clockwise to decrease and clockwise to increase the tension. This should be adjusted before setting the stop.

23. Now you can adjust stop height. Once the shade has risen all the way up, pull it down to the position where you want it to automatically stop. Hold the tube still while you rotate the stop adjuster wheel clockwise (or front of wheel toward top of window) until the wheel stops. The stop height is now set.



24. Test the shade. Pull the shade all the way down to the lower position. Now tug and release ring and watch the shade go back up to the stop position that you just set.



Easy Spring Plus Roller Roman Fabrication Troubleshooting

Shade is stuck at the bottom and will not raise.

- Did you remember to pre-rotate the spring? Check to make sure spring has tension. (see step 9)
- Check to make sure stop plate is not against stop spring. (see step 7)
- Shade must have enough slack to work properly. The tube must be able to turn in the reverse direction for the lock to disengage. If the shade has run out of slack, rotate the tube about 1/4 turn (in the direction that the string comes off the tube) by hand to disengage the lock.

See video titled “How to fix a stuck cordless Roman shade”

Shade goes up too fast or slow.

Remove (or add) tension from the spring with the spring adjuster wheel. Assuming the RollEase instructions were followed, the spring side will have a marker on the tube and the stop side will not.

When the spring is on your left facing the window

Too slow - add tension by rotating the wheel clockwise (toward the bottom of the window).

Too fast - remove tension by rotating the wheel counter-clockwise (toward the top of the window).

When the spring is on your right facing the window

Too slow - add tension by rotating the wheel counter-clockwise (toward the top of the window).

Too fast - remove tension by rotating the wheel clockwise (toward the bottom of the window).

See video titled “How to Adjust Spring Tension on the Easy Spring Plus Cordless Roman shade”

Shade stops too high or too low from top.

- * Adjust stop height by turning the stop adjuster wheel. Then, lower and raise shade to check.

When the stop is on your right facing the window

Too high - lower by rotating the wheel clockwise (toward the bottom of the window)

Too low - raise by rotating the wheel counter-clockwise (toward the top of the window).

When the stop is on your left facing the window

Too high - lower by rotating the wheel counter-clockwise (toward the top of the window)

Too low - raise by rotating the wheel counter-clockwise (toward the bottom of the window).

See video titled “How to Adjust the Stop Position on the Easy Spring Plus Cordless Roman shade”

See all instructional videos at: <http://www.rollease.com/support/trade/instructional-videos?view=fullpage> or on the RollEase YouTube page.