

TASK: Replacing Continuous Loop on shades manufactured 11/04/98 to 11/01/99 (Silver Tilt Rod)

Use If/When: Replacing the continuous loop on shades manufactured 11/04/98 to 11/01/99 with the silver tilt rod.

Tools Needed: Flathead Screwdriver

Note: This is the only clutch cover that is the “slip on” type. It does not have the breakable tabs that the other clutch cover we use has. It normally does not break. The clutch cover used with the silver tilt rod system is obsolete.

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

Cord Tensioner prior to March 5, 2012:



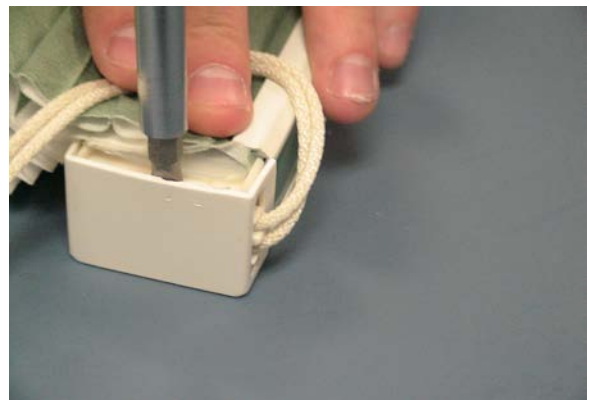
Cord Locking Guide after March 5, 2012:



2. If outside mount, the shade can remain installed. If inside mount, remove shade from the installation brackets using a flathead screwdriver between the back of the headrail and the bracket.



3. Turn shade upside down. Use a flathead screwdriver to remove clutch cover end cap by prying up on the back edge of the cap.



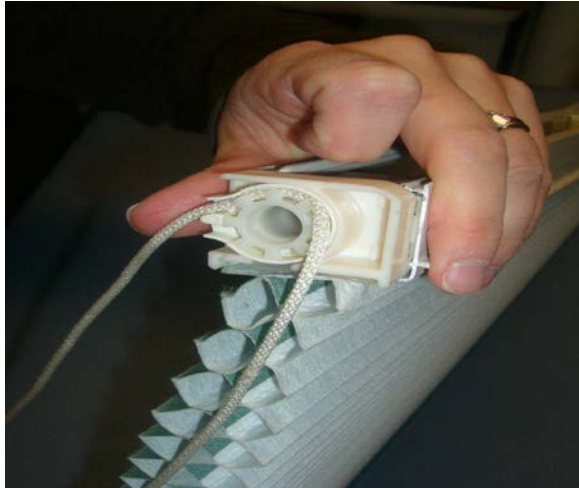
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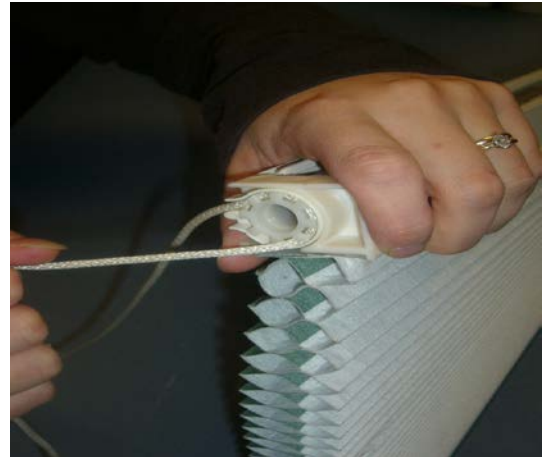
Tools Needed: Flathead Screwdriver

4. After removing the clutch end cap, remove the continuous loop by gently pulling it out of the teeth.

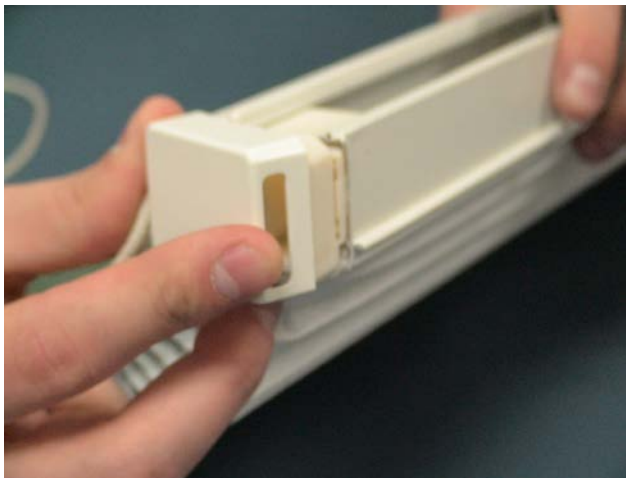
Note: The diagram shows a right control. For a left control, start from the bottom and go around to the top.



5. To install the new continuous loop, gently wrap it around the teeth on the clutch, guiding it to come out the front of the shade.



6. To replace the clutch cover end cap, gently glide the end cap onto the clutch unit by sliding it from the front corner to the back corner. The cap will snap into place.



7. Replace shade in the brackets by attaching front of the shade to the front of the brackets and pushing back on the shade until it snaps into place.



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8. Mount new cord locking guide with minimal tension on the cord loop.

