Motorized EasyShade® Motor Replacement
* Helper Needed *

**Tools Needed:** Phillips Screwdriver, 3mm Allen Wrench, ⅛” Allen Wrench

**Parts Supplied:** Replacement motor

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**WARNING:** FAILURE TO FOLLOW THESE INSTRUCTIONS CAN RESULT IN PERSONAL INJURY!
PLEASE READ THESE INSTRUCTIONS COMPLETELY BEFORE PERFORMING THIS PROCEDURE.

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1. Close your EasyShade completely.
2. Unplug the power cord from the outlet.
3. Remove the Cable Guide Stops from the bottom of the Vinyl Coated cable on each side of the EasyShade using a ⅛” Allen Wrench. See Figure 1.
4. Pull the Vinyl Coated Cable out of the guide holes in each end of the EasyShade drop down panel. See Figure 2.
5. Coil the Vinyl Coated cable and secure with a piece of masking tape. See Figure 3.
6. While your helper supports the EasyShade, loosen the set screws on the Mounting Brackets. With the aid of your helper remove the EasyShade from the brackets and place it carefully in your work area.
7. On the end of the Housing opposite the motor, remove the two Phillips head screws that secure the end plate to the housing. Remove the end plate and the white nylon insert from the roller bar and place aside for use in reassembly.

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![Figure 1](image1.png)

![Figure 2](image2.png)

![Figure 3](image3.png)
8. On the motor end of the housing remove the two Phillips head screws that secure the end plate to the housing. Pull the end plate/motor and the roller bar about 6 inches out of the Housing. While holding the roller bar, pull the end plate/motor out of the roller bar. See Figure 4.

NOTE: Before performing Step 9, take a moment to observe the orientation of the motor on the housing end plate.

9. Using a 3mm Allen wrench, remove the two screws that secure the Housing end plate to the motor. See Figure 5.

10. Install the end plate removed in Step 9 on the replacement motor.

11. Slide the motor into the end of the roller bar, with the motor aligned with the notch cut in the end of the roller bar. See Figure 6.

12. Rotate the motor to align the motor locking collar with the notch on the roller bar (see Figure 7) and while holding the roller bar push the motor into the roller bar until it is fully seated in the notch.

NOTE: The motor cord has a small white plastic cord protector just below the motor head. See Figure 8.

13. Align the cord protector so that the open side will be facing the end of the housing and push the cord and the cord protector into the notch on the end of the housing. See Figure 8.

14. On the motor end, make sure that the vinyl coated cable is positioned in the fabric slot. (See Figure 8a) Align the end plate with the housing and install the two Phillips head screws to secure it in place.

15. Locate the end plate and the nylon roller bar insert for the other end of the easyshade.
16. Slide the nylon roller bar insert into place. Slide the end cap into the insert and make sure that the vinyl coated cable is positioned in the fabric slot. Align the end plate with the housing and install the two Phillips head screws to secure it in place. See Figure 9.

17. With your helper, lift the shade assembly up to the installed mounting brackets and insert the top groove of the shade assembly onto the protruding tab on the mounting brackets. While maintaining upward pressure to keep the top groove of the shade assembly on the tab of the mounting brackets, press the shade assembly toward the mounting bracket and be sure that the set screw is aligned in the recessed portion of the shade assembly. See Figure 10.

18. Tighten the set screw in each mounting bracket until the shade assembly is secure.

19. Plug the motor power cord into the electrical outlet.

20. Reset your existing Remote Transmitter to communicate with the new replacement Motor and set new Up and Down stop positions using the instructions in Appendix A. Then continue to step 21.

21. Open your EasyShade pressing the DOWN button on your remote control. With the EasyShade open, unplug the power cord from the electrical outlet.

22. At each end of the EasyShade Housing Assembly uncoil the Vinyl Coated Cable. Allow the coiled cable to hang flat against the mounting surface.

23. Insert the Vinyl Coated Cable located at each end of the Housing Assembly through the guide holes at each end of the EasyShade Drop Down Panel. See Figure 11.

24. Place the lower end of one of the Vinyl Coated cables through the hole in the Cable Guide Bracket and from the bottom slide one of the Cable Guide Stops onto the Vinyl Coated Cable and secure in place with the 5/64” Allen wrench. Repeat for the other side of the EasyShade. See Figure 12.

25. Ensure the Vinyl Coated Cables are tight. Adjust the tension using a 7/64” open end wrench as follows. On each of the Cable Guide Stops you will find 7/64” nut, by turning the nut counter clockwise you can tighten the cable.

**NOTE: DO NOT OVER TIGHTEN THE CABLE.**

26. Plug the power cord back into the electrical outlet.

27. Test for proper operation. Enjoy.
Appendix A

This procedure describes the actions needed to establish communication between the new Motor and the Remote Transmitter that will be used to control your Motorized EasyShade. This procedure also describes how to set the Up and Down stops for the Motorized EasyShade.

**Tools needed:** A pen or similar pointing device is needed to press and hold the Programming Button on the Remote Transmitter.

**WARNING:** THIS PROCEDURE MUST BE FOLLOWED THOROUGHLY AND COMPLETELY.

### Set Proper Direction of the Motor Rotation

1. Press and Hold the **UP** and **DOWN** buttons together until the Motor jogs. A jog is a short movement of the Motor, usually a brief Up and Down movement.

2. Check direction of Motor rotation. Change if necessary according to these steps:
   a. Press the **UP** button and release it. The Fabric should move momentarily up.
   b. Press the **DOWN** button and release it. The Fabric should move momentarily down.
   c. If not, change the direction of Motor rotation. To do this, press and Hold the my button until the motor jogs. This jog causes the Motor to rotate in the opposite direction.

### Set the Up and Down Positions

3. Use the **UP** button to move the EasyShade to the desired **Up** position. The Leading Bar in the bottom hem of the fabric should not be tight against the Aluminum Housing.

4. Press and Hold the my and **DOWN** buttons simultaneously; release them when the EasyShade begins to move **Down**.

5. Press the my button to Stop the EasyShade at (or close to) the desired **Down** position. When fully extended, the fabric should extend more than 84” from the Aluminum Housing.

6. Use the **UP** and **DOWN** buttons to adjust the **Down** position, if needed.

7. Press and Hold the my and **UP** buttons simultaneously; release them when the EasyShade begins to move. Let the EasyShade stop at the **Up** position set in step 3.

8. Press and Hold the my button; release when the EasyShade jogs.

9. Press and Hold the Programming button, release when the EasyShade jogs.

10. Process is complete. Test the EasyShade for correct **Up** and **Down** settings.

### To Change an Existing Up or Down Stop Position

1. Press the **UP** or **DOWN** button to move the EasyShade to the stop limit position to be changed. Let the EasyShade stop on its own.

2. Press and hold the **UP** and **DOWN** buttons together until the motor jogs or moves. The motor enters Programming mode where the buttons operate the motor only while being pressed.

3. Reposition the EasyShade to the desired stop limit position, using the **UP** and **DOWN** buttons individually.

4. Press and hold the my button until the motor jogs or moves. The new position is saved, programming ends.

5. Test the new stop limit position setting.