

Bottom-Up FlexShade® NEXD, Small and Large Hardware

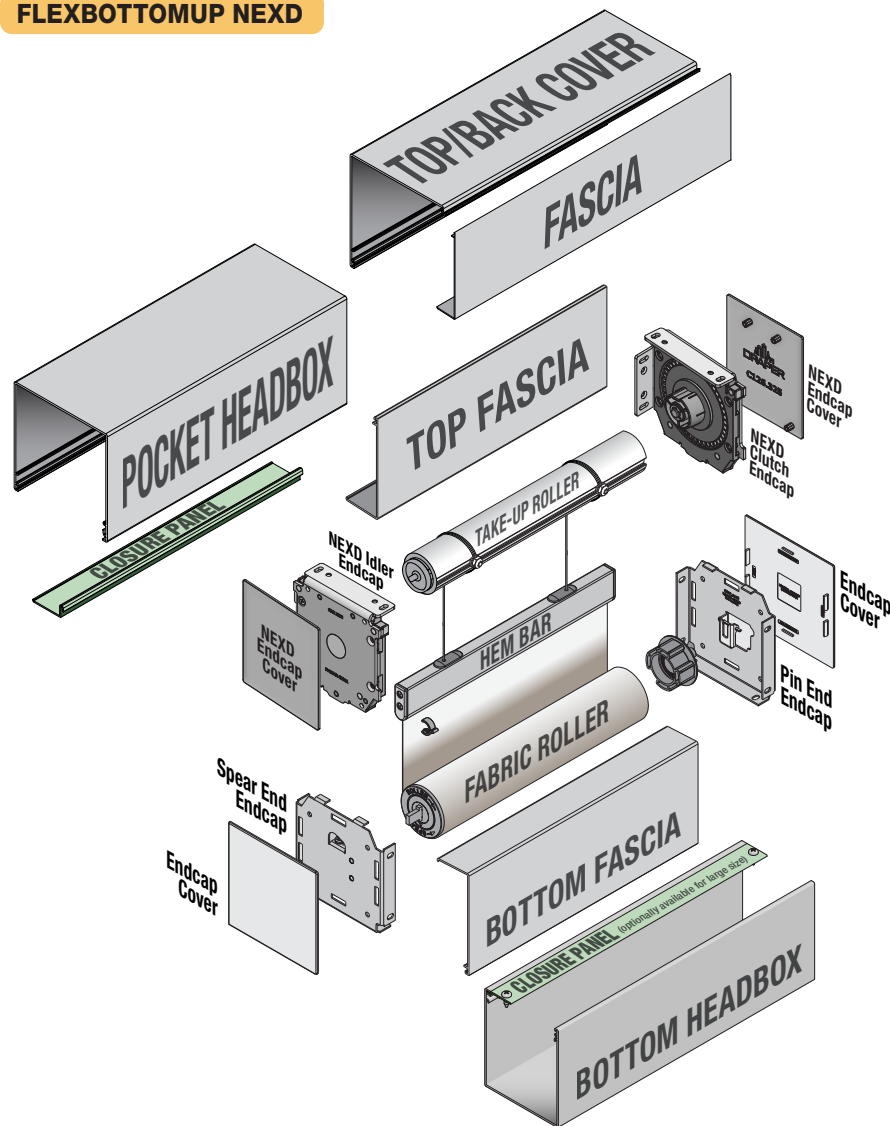
Premium manually-operated bottom-up shade

INSTRUCTIONS

INSTALLATION & OPERATION

Overview - Components

FLEXBOTTOMUP NEXD



⚠ CAUTION ⚠

Read and understand all warnings (Page 2 of this document)
before beginning installation.

PLEASE READ -

Important Installation Information

⚠ Caution:

1. Inspect all boxes to make sure you have received the proper shades and parts. Controls may be shipped separately, or in same carton as shades.
2. Open cartons lengthwise, taking care not to cut into cardboard shipping container.
3. Before mounting shades, verify measurements on label provided with shade, and ensure unit is installed at correct width.
4. All endcaps, fascia, pocket headbox, and other hardware must be installed level. Shades must be level and square.
5. **Read the following installation guidelines thoroughly and follow them carefully. Failure to do so may cause product to fall or otherwise fail, and invalidates warranty.**
6. Installer is responsible for selecting mounting hardware appropriate for site conditions.

TOOLS REQUIRED



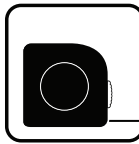
PENCIL



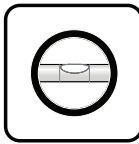
PLIERS



POWER DRILL



TAPE MEASURE



LEVEL



HARDWARE (by others)



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our online video,
or click [HERE](#).

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PLEASE READ - Important Safety Information

Important Safety Information



WARNING



Important Safety Information

Improper installation and use of the Bottom-Up FlexShade® NEXD can result in serious injury or death. Primarily, injuries can occur if the unit falls due to imprecise installation, mishandling of the shade during installation, or installation on an insufficient wall or ceiling structure. Please use extreme care.

1. Please read the following installation guidelines thoroughly and follow them carefully. Failure to do so may cause product to fall or otherwise fail, and could result in serious injury.
2. Installation and calibration of the shade should only be performed by an authorized, qualified, and experienced professional.
3. Do not affix the unit to wall or ceilings that have inadequate strength to permanently hold the unit during use. It is the owner's and installer's responsibility to confirm the wall or ceiling to which the unit attaches is sufficient to permanently hold the weight and stress loads of the unit at all times. Draper, Inc., is not responsible for improper installation, application, testing, or workmanship related to the product at place of installation.
4. It is the installer's responsibility to make sure appropriate fasteners are used for mounting.
5. All brackets, fascia, headboxes, pockets, wall clips, and other hardware must be installed level. Shade unit must be level and square.
6. Before testing or operation, carefully inspect the entire area and path of the shade and areas underneath the shade to be sure no persons or objects are in the area.
7. During testing or operation, carefully watch the surrounding area for any potential safety concerns including nearby persons or objects.
8. After installation, the entire system should be carefully tested to ensure safe and normal operation. Extreme care should be taken during testing to remain clear of moving parts to avoid possible injury.
9. Operation of shade should be performed only by authorized and qualified personnel, who have been trained in the safe and effective operation of the shade and understand its safety features.
10. The safety features of the shade should never be disabled, bypassed, or overridden. The system should not be operated until all safety features are properly and completely installed, calibrated, and tested.
11. Shade may need to comply with local, state, or district rules and regulations, in particular when installed in schools. All applicable rules and regulations should be reviewed before installation and use.
12. Failure to precisely follow installation guidelines invalidates all warranties.
13. Custom products/installations may not be reflected in this manual. Call Draper, Inc., if you have questions regarding your installation.

Before Beginning Installation

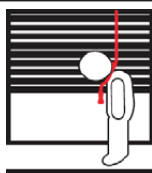
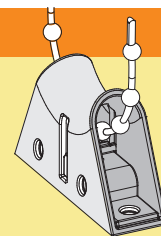
1. Look for any job site conditions that could interfere with installation or operation of the system.
2. Read carefully and be sure to understand all installation instructions and all related operations manuals. These instructions are intended to serve as a guide for the installer and owner. They should be followed closely and combined with the expertise of experienced qualified installers. Draper, Inc., is not responsible for improper installation, application, testing, or workmanship related to the product at place of installation. Please retain all instructions for future use.
3. Open cartons lengthwise, taking care not to cut into cardboard shipping container.
4. Locate and lay out all pieces.
5. Inspect all boxes to make sure you have received the proper shade and parts. Controls may be shipped separately, or in same carton as shade.
6. If you have any difficulties with installing, servicing, or operating your shade, call your dealer or Draper, Inc., 765-987-7999.

Child Safety Information

ANSI/WCMA A100.1-2018 standard (developed by the Window Coverings Manufacturer's Association and the Consumer Product Safety Commission) was established on December 15, 2018, to eliminate strangulation hazards for small children from hanging cords and chain loops.

When Draper® dealers specify that custom shades comply with ANSI/WCMA A100.1-2018, Draper provides a pre-installed Spring-Loaded Chain Tension Device (shown at right) for clutch-operated units. A warning label is attached to the kit and approved mechanical fasteners are included. When properly installed, the tension device prevents the creation of a hazardous loop by maintaining tension on the bead chain. If not installed properly, the shade is partially inoperable. A warning label (shown below) is also added to the shade roller.

For more information, please see the Draper ANSI/WCMA A100.1-2018 compliance page: www.draperinc.com/windowshades/wcmacompliance.aspx



Window Blind Cord can STRANGLE your child. Keep cords out of children's reach. Shorten cords to prevent reach. Move crib and furniture away – Children can climb furniture to reach cords.

La cuerda ciega de la ventana puede ESTRANGULAR a su niño. Mantenga las cuerdas fuera del alcance de los niños. Acorte los cables para evitar el alcance. Mueva la cuna y los muebles lejos – Los niños pueden subir los muebles para alcanzar las cuerdas.

PLEASE READ - Field Adjustments

Each Draper Solar Control Shade is tested to ensure proper operation. Even with this testing, some field adjustments may be needed for telescoping.

If the shade is telescoping, place a piece of shimmying fabric into the fabric roll when the shade is deployed on the side that the fabric will be drawn toward. For example: if the fabric is tracking to the left, place the shimmying fabric on the right side.

PLEASE READ - Cleaning and Maintenance

Window covering products manufactured by Draper, when properly installed, should require no operational maintenance or lubrication.

Most standard Draper fabrics may be cleaned at the window by vacuuming with a soft brush attachment. They also may be cleaned by using a sponge or soft cloth and mild solution of warm soapy water. A mild dishwashing liquid is recommended. A clean dry cloth is recommended for the metal finish.

Please Note: Exceptions are GreenScreen Evolve®, GreenScreen Revive®, Flocké®, and Phifer® SW7000 fabrics, which must be cleaned with a dry art sponge.

(GreenScreen Revive®, GreenScreen Evolve®, and Flocké® are registered trademarks of Mermet® USA. SheerWeave® is a registered trademark of Phifer® Incorporated.)

Please Note: If installing Pocket Headbox or Surface Headbox, *please install headbox FIRST* (Section 12).

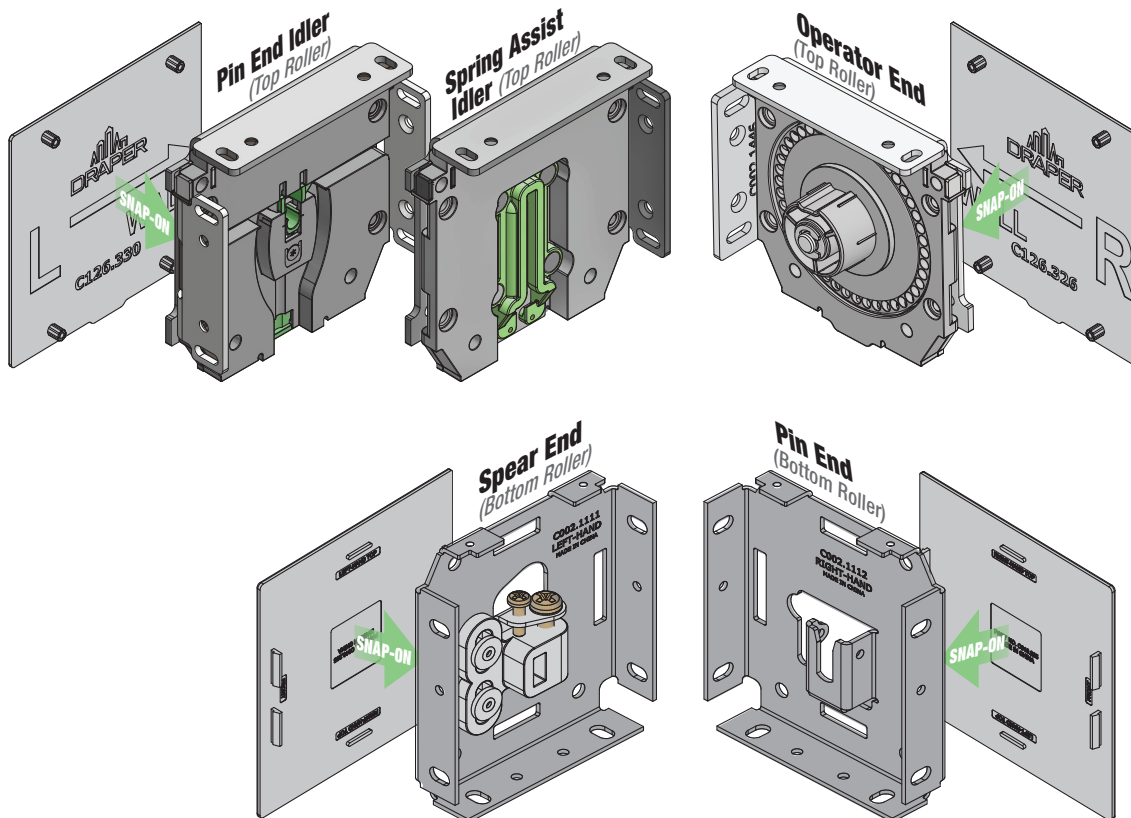
Section 1 - Endcap Covers

⚠ Caution: Before mounting shades, verify measurements on label provided with shade, and ensure unit is installed at correct width.

Please Note: Installer is responsible for selecting mounting hardware appropriate for site conditions.

Snap endcap covers into place (Fig. 1).

Figure 1



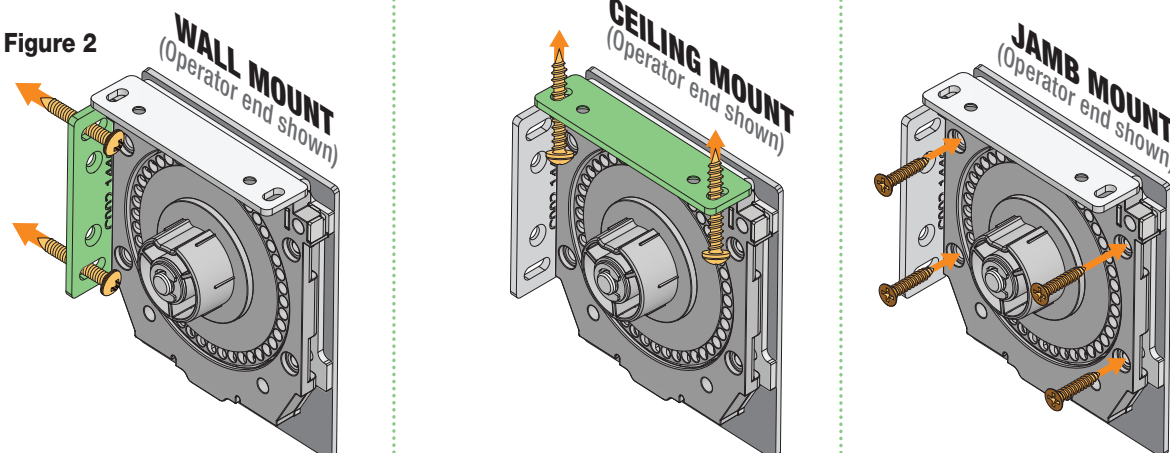
Section 2 - Mounting Endcaps

⚠ Caution: Before mounting shades, verify measurements on label provided with shade, and ensure unit is installed at correct width.

Please Note: Installer is responsible for selecting mounting hardware appropriate for site conditions.

1. Mark wall, ceiling, or jamb for placement of endcaps.
2. Drill small starter hole (if necessary) in mounting surface.
3. Attach idler and operator endcap covers to endcaps.
4. Mount endcaps using appropriate fasteners for surface.

Figure 2

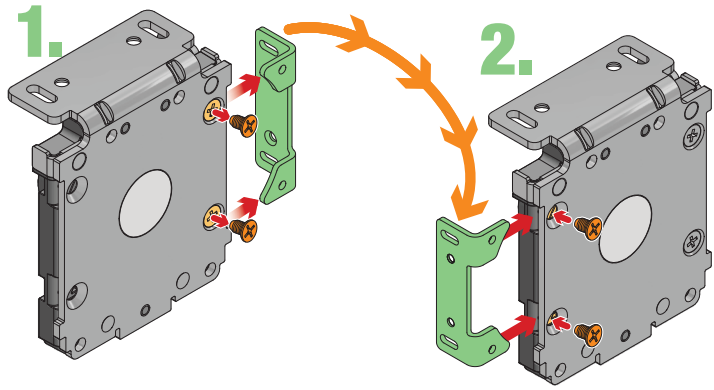


PLEASE NOTE:
If endcap covers are included in order, drill through endcap cover and secure with endcap.
Endcap requires a minimum of **two** fasteners.
It is **not necessary** to utilize all four corners.

Section 3 - Converting Between Left and Right Wall Mounting Configurations

1. Remove screws and Wall Mounting Bracket from reverse side of endcap.
2. Insert Wall Mounting Bracket into slots on other side of endcap, and use screws to reattach Wall Mounting Bracket to endcap.

Figure 3

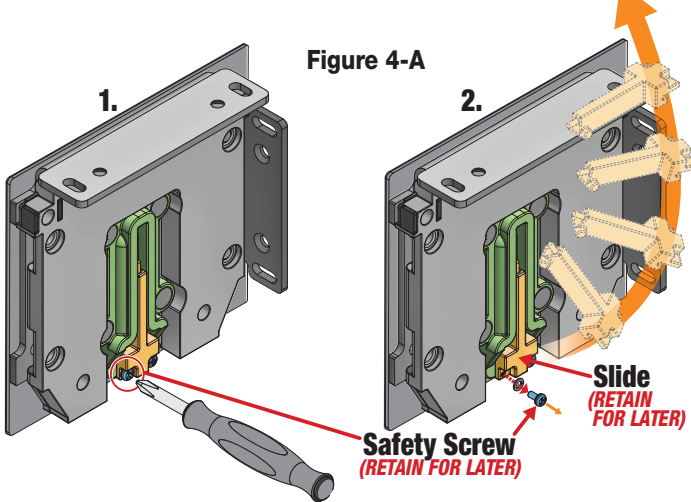


Section 4 - Spring Assist Idler (Standard)

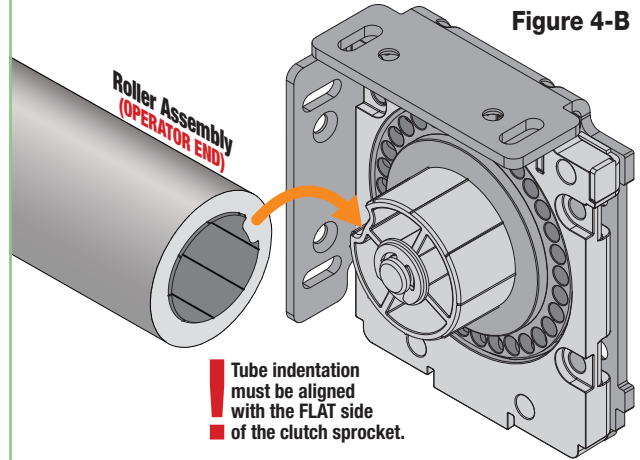
⚠ Caution: Do not allow shade roller to become exposed by running shade fabric too far down. Use stop balls provided in hardware packet by Draper® to set up and down travel limits. Stop balls by others may be too small, and become lodged in clutch mechanism.

Please Note: If shade fabric is uneven, see "Field Adjustments" on page 2.

1. Remove the safety screw and slide from the top idler endcap. Retain these pieces for later.

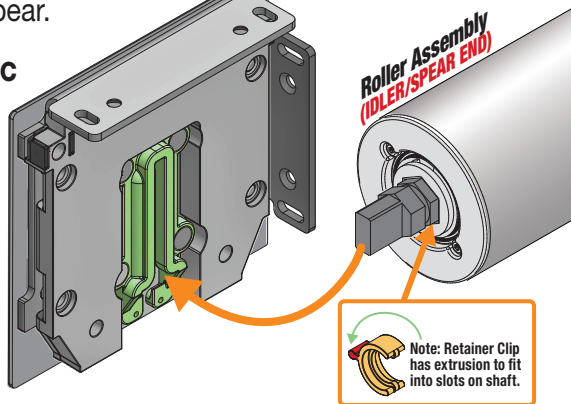


2. Install roller assembly tube onto clutch.



3. Swing the idler end into place, then slide the idler end spear into the receiver. It may be necessary to compress the spring-loaded spear.

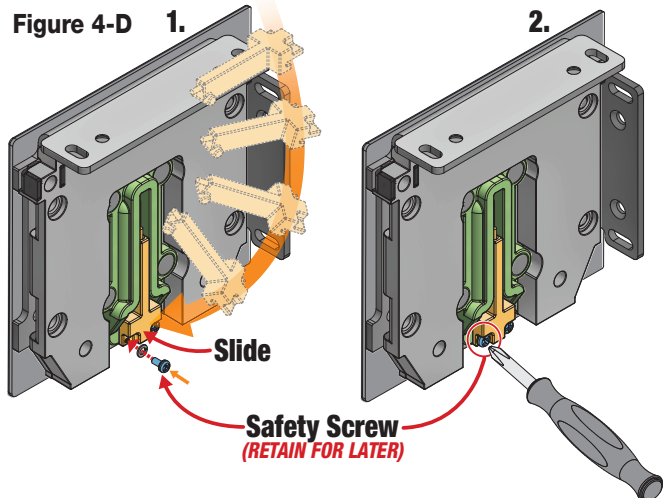
Figure 4-C



⚠ Caution: The retaining clip must be installed around the idler end shaft as shown to prevent the roller assembly from moving left or right during operation, and to ensure that the spring-loaded shaft does not retract into the mechanism in case of a bearing failure.

4. Replace slide and safety screw. Place into groove at an angle, slide up, and ensure the bottom of the slide is hooked into the Receiver.

Figure 4-D



Section 5 - Pre-tensioning Bottom Roller

Please Note: The fabric retraction device must be pre-tensioned to 3-5 revolutions.

⚠ Caution: NEVER ROTATE THE SPEAR IN THE OPPOSITE DIRECTION indicated by the arrows. If this happens, the springs MUST BE REPLACED.

⚠ Caution: DO NOT pre-tension the spring beyond 5 revolutions. Adding rotations **WILL NOT** increase the retraction spring force on the assembly. The mechanism is rated for a maximum of 25 revolutions throughout the operating height of the shade. Up to 20 revolutions may be required for operation of the unit, plus a maximum of 5 pre-rotations. Operating the fabric retraction device beyond 25 revolutions may cause the device to fail, requiring replacement.

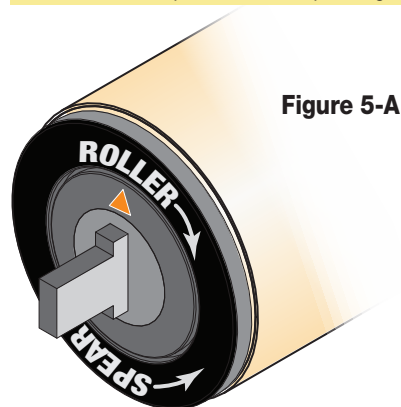


Figure 5-A

1. Orient the triangular shaped arrow on the end of the device to point UP (Fig. 5-A). This ensures there are zero pre-rotations on the device.
2. Holding the roller in this position, rotate spear counter-clockwise (as indicated by the directional arrow) approximately ¼-turn. Restrain the spear and allow it to slowly unwind clockwise until it stops.

⚠ Caution: Allowing the spear to unwind rapidly can damage the mechanism.

3. Ensure that the fabric panel is wound tightly around the roller assembly.
4. Orient the hem bar and the triangular shaped arrow on the end of the fabric retraction device so that the arrow points down toward the ground (Fig. 5-B).

Please Note: The number of rotations required can be found on the order label.

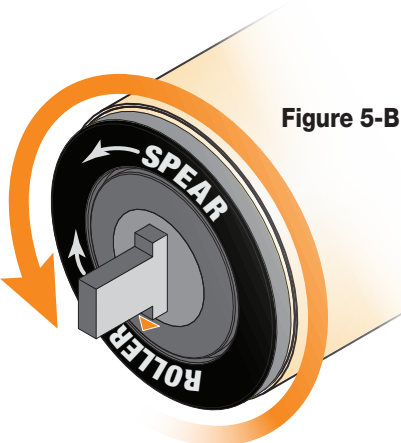


Figure 5-B

5. Hold the spear with pliers in this position, and rotate the roller clockwise (as indicated by the directional arrow). There will be a slight "click" as the spring assist locks.
6. Hold roller with arrow pointing down, and use pliers to rotate the spear in a counter-clockwise direction (Fig. 5-C). The rotation will "lock" at each revolution by rotating the spear just beyond one full revolution, then, allowing it to slowly unwind until it stops at the point where the triangular shaped arrow is again pointing downward. Repeat this until the mechanism has 3-5 pre-rotations.

Please Note: The device must remain locked until the final step (when draw cables are attached to roller). Rotating the fabric roller as though the shade is being raised will unlock the device. The installer should ensure that the hem bar cannot move around the fabric roller if the roller is unlocked before the installation is complete.

⚠ WARNING: DO NOT OPEN. ASSEMBLY CONTAINS HIGHLY STRESSED SPRINGS. UNIT IS NOT REPAIRABLE.

Scan this QR Code with your smartphone to view our online video, or click [HERE](#).

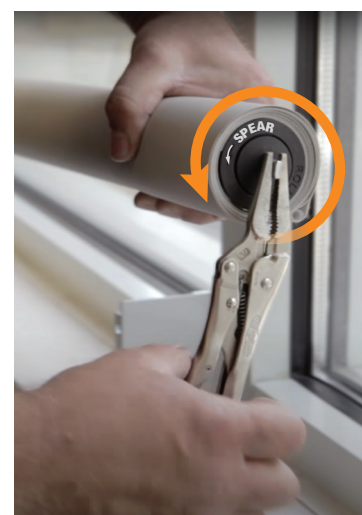


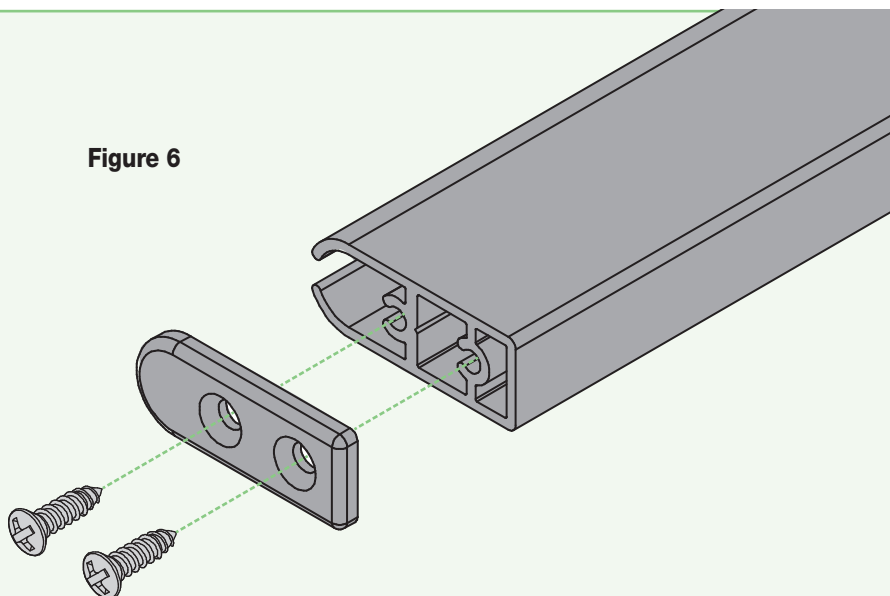
Figure 5-C

Section 6 - Hem Bar

1. Remove one of the endcaps from the fabric hem bar.
2. Remove fabric retainer from hem bar and insert it into the fabric hem.
3. Attach the hem bar assembly to the fabric panel by sliding it over the fabric and retainer, then re-attach the hem bar endcap.

⚠ Caution: Do NOT remove the draw cable from the hem bar assembly during installation. Doing so may require that the hem bar assembly be disassembled to re-install the cable.

Figure 6



Section 7 - Bottom Roller Assembly

- Slide the Bottom Roller Assembly into the brackets, spear-end first (Fig. 7-A).

WARNING: The triangular shaped arrow on the end of the device **MUST** be pointing **UP** when installed (Section 5, Fig. 5-A) to ensure that the mechanism will not "lock" during operation. Raising the hem bar approximately ¼-turn will "un-lock" the device, providing constant tension on the fabric panel.

Please Note: Ensure that the hem bar cannot move (counterclockwise) around the roller until the installation is complete.

- Install the cotter pin through the fabric roller idler bracket to secure the roller (Fig. 7-B). Bend one leg of the cotter pin down to lock it into place.

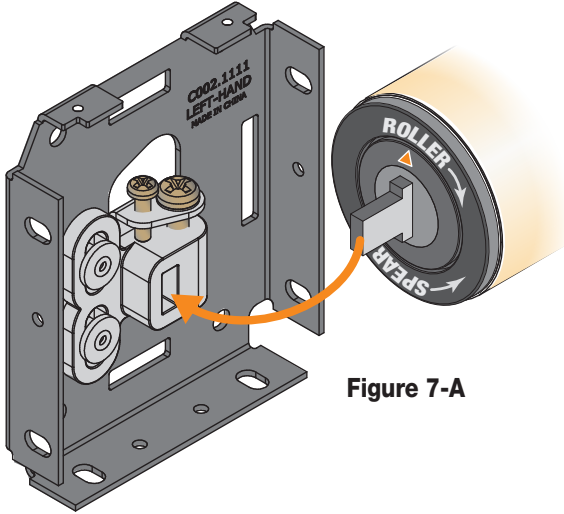


Figure 7-A

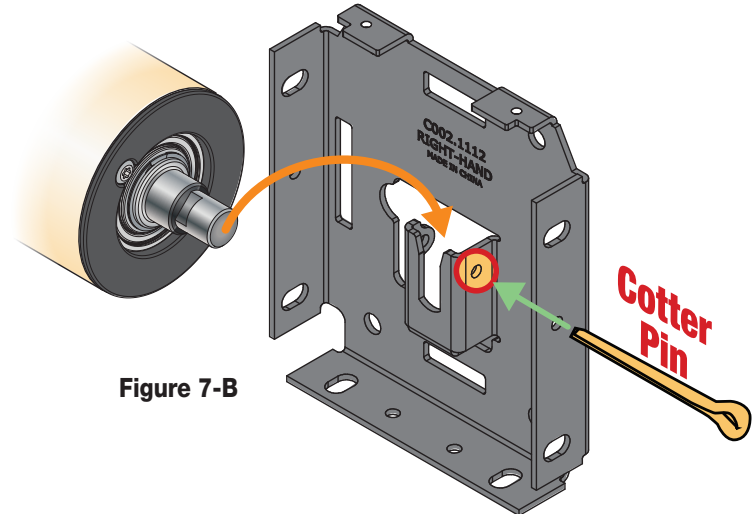


Figure 7-B

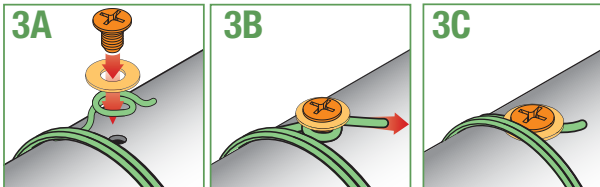
Section 8 - Installing Draw Cables

Warning: Do NOT trim draw cables until Section 9, Step 10.

Caution: Starting locations of the Cable Attachment Studs are provided by Draper® with each shade. Although these locations can be adjusted, the installer must ensure that any adjustments do not cause the hem bar to run into the brackets, possibly damaging the unit.

- Carefully pull one end of the draw cable through one of the Draw Cable Pulleys, then behind the Take-Up roller.
- Locate pre-drilled holes in the Take-Up Roller, and wrap cable 1½ revolutions around the tube.
- Attach washer to Cable Attachment Screw and wrap end of draw cable around the Cable Attachment Screw.
 - Insert Cable Attachment Screw into pre-drilled holes and pull end of cable to remove slack.
 - Then tighten the Cable Attachment Screw, trapping **ONLY THE END OF THE CABLE** between the washer and the roller.

PLEASE NOTE: DO NOT TIGHTEN SCREW OVER CABLE WRAPS (see step 1). This will cause product to fail.

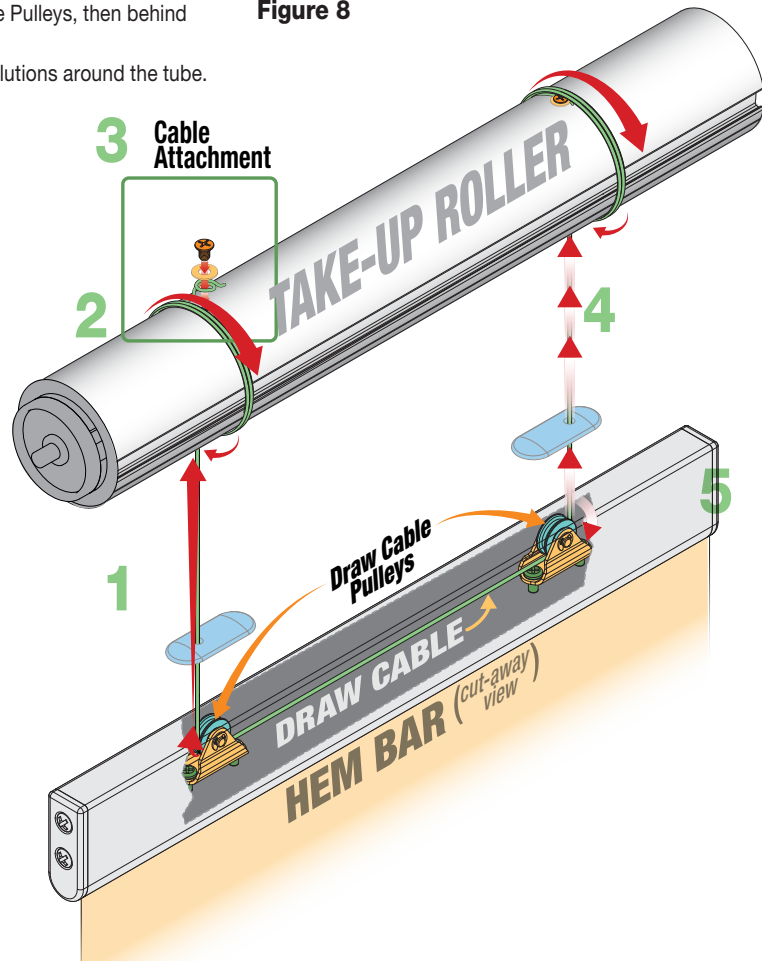


- Pull the other side of the draw cable through remaining Draw Cable Pulley, then behind the Take-Up roller. Repeat Steps 2 & 3 above.
- Pull the hem bar up so that the fabric retraction device "unlocks."

Warning: DO NOT allow Hem Bar to move around the roller.

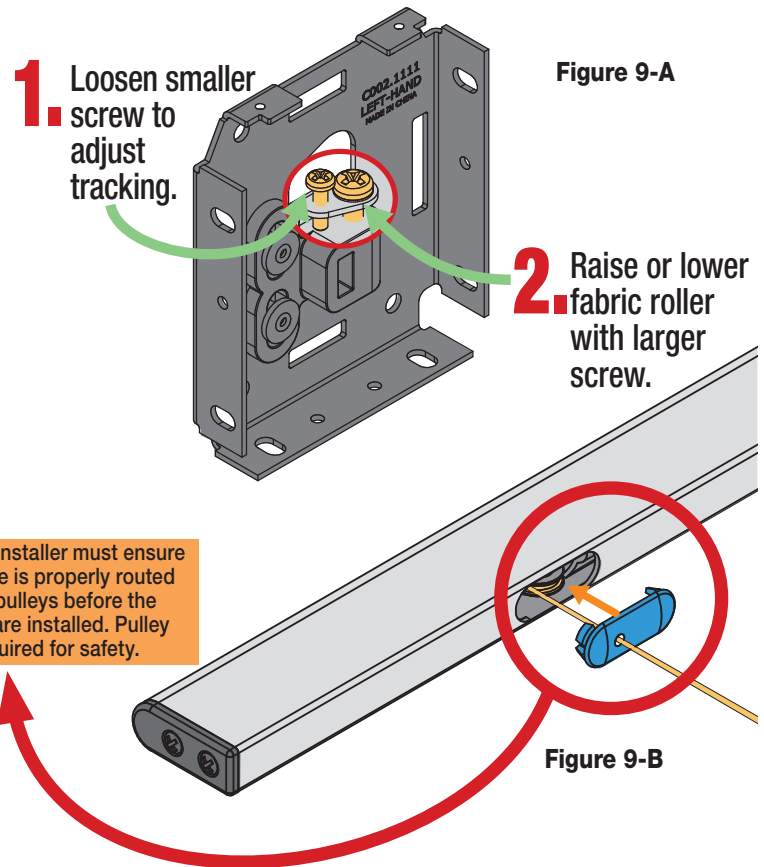
Please Note: Both ends of Draw Cable must have 1½ revolutions around the operator roller when the hem bar is at its lowest possible position.

Figure 8



Section 9 - Adjusting Fabric Tracking

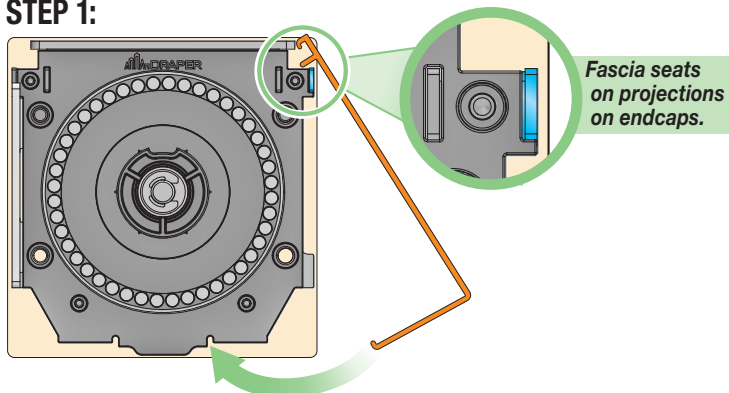
1. Slide both ends of the draw cable close to the attachment stud flat washers.
2. Raise the shade to its fully closed position and ensure that the hem bar is centered in the window.
3. Lower the shade to its fully retracted position.
4. Move one or both of the Draw Cable Attachment Studs to the left or right so that each run of the Draw Cable is hidden behind the front section of the cable.
5. Observe the tracking on the fabric roller.
6. Adjust the tracking by loosening the smaller screw, and then raising or lowering the fabric roller with the larger screw, as needed (Fig. 9-A).
7. Tighten the smaller screw to lock the position of the roller.
8. Re-test the fabric tracking and re-adjust if needed.
9. Ensure that the hem bar does not contact the fabric bundle, operator roller, pulleys, etc. throughout its range of operation.
10. Trim any excess draw cable from both ends.
11. Click the hem bar pulley caps into place (Fig. 9-B).



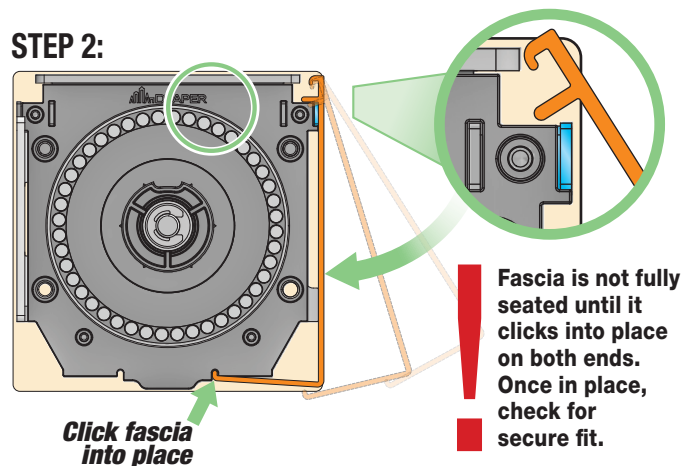
Section 10 - Attaching Fascia (Top Roller)

Figure 10

STEP 1:



STEP 2:



Section 11 - Top/Back Cover Installation

Figure 11-A

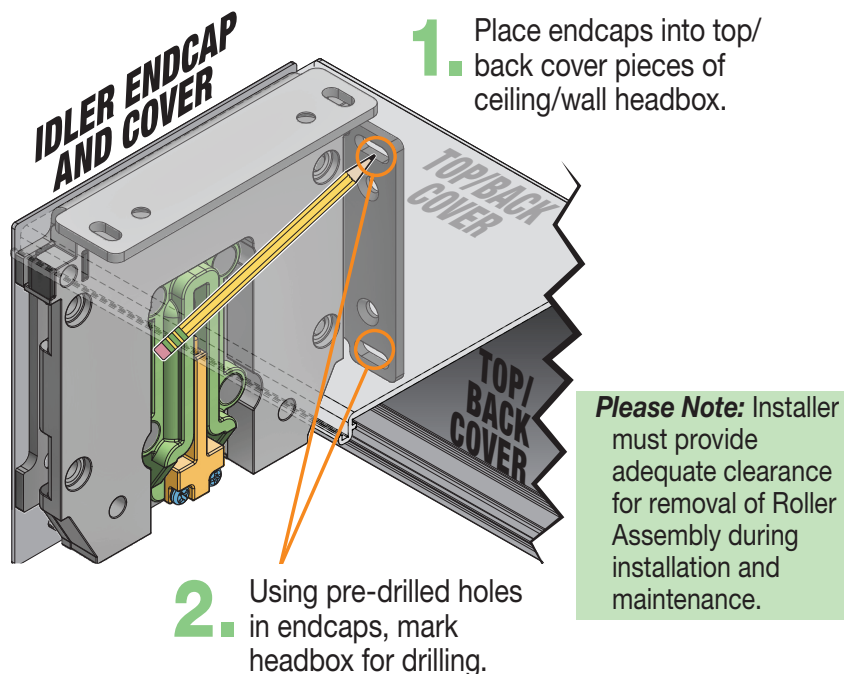


Figure 11-B

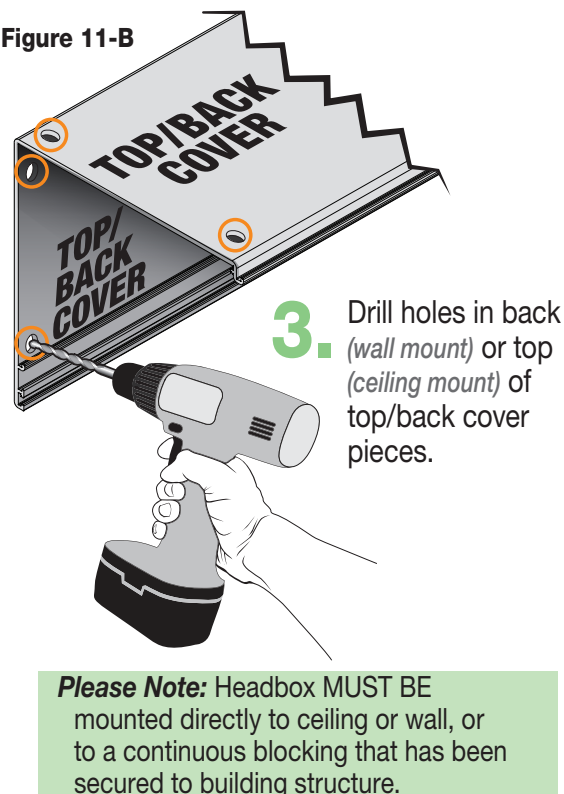
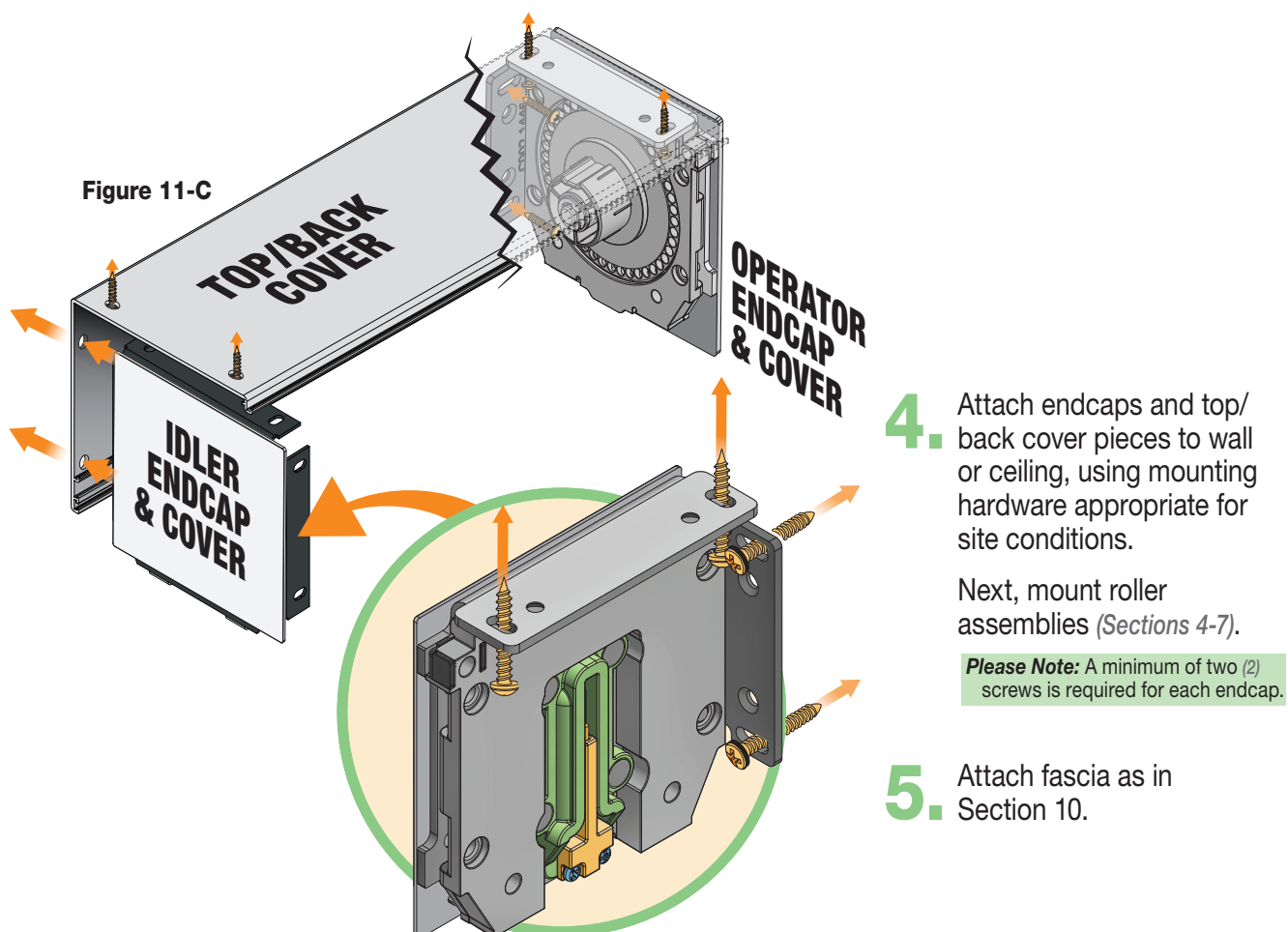


Figure 11-C



Section 12 - Headbox Installation

Please Note: Installer must provide adequate clearance for removal of Roller Assembly during installation and maintenance.

Please Note: Headbox must be mounted directly to ceiling, or to a continuous blocking that is secured to building structure.

Please Note: For pocket style headbox, small size will require securing closure panel to endcap with provided screw.

1. Lift headbox into mounting position. Slide endcaps into the pocket extrusion of headbox.

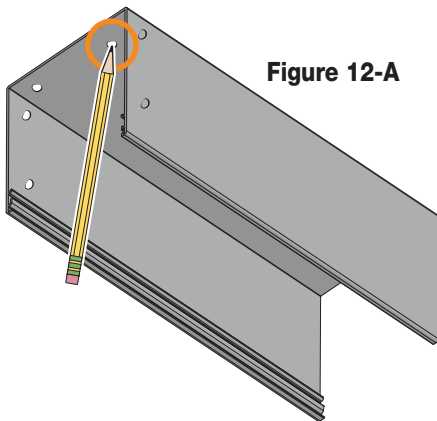


Figure 12-A

2. Mark location of optional pre-drilled pocket mounting holes and endcap mounting holes on top side of headbox on mounting surface.

3. Drill small starter hole (if necessary) in mounting surface.

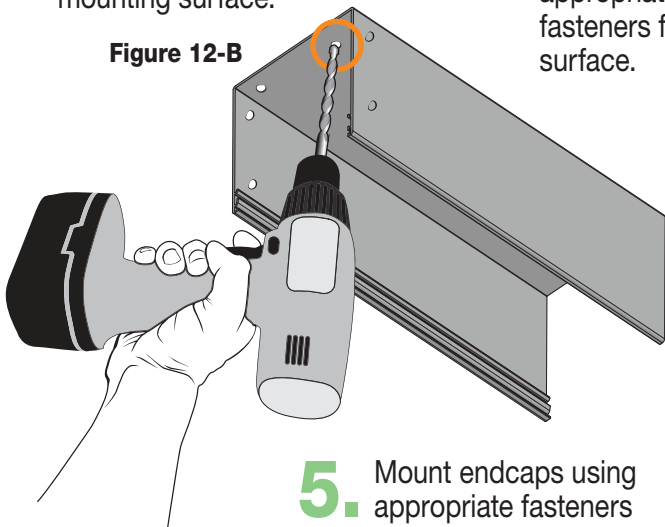


Figure 12-B

4. Mount pocket headbox using appropriate fasteners for surface.

5. Mount endcaps using appropriate fasteners for surface (Section 1).

6. Mount pocket closure.

Please Note:
The **Small pocket headbox** is available for upper hardware, but not for bottom hardware.
The **Closure Panel** is available for Small or Large upper headbox, and Large lower headbox ONLY.
Closure panel is NOT available for Small lower headbox.

Figure 12-C Small Pocket Headbox

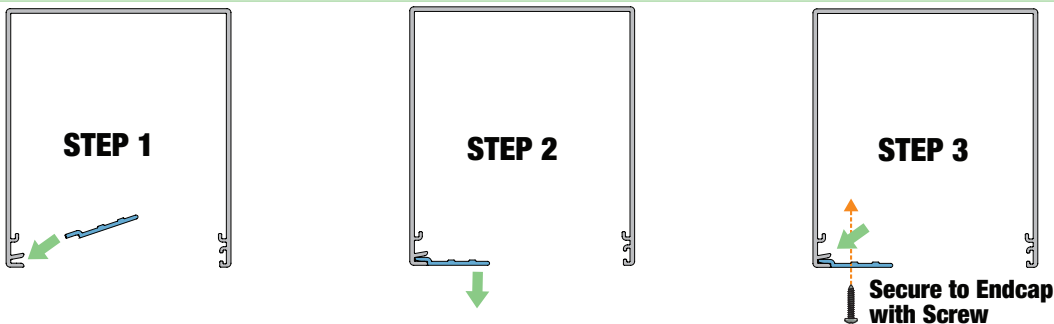
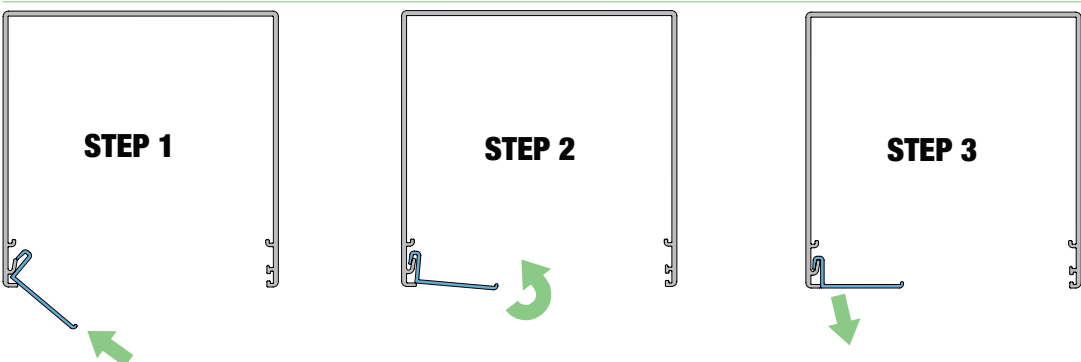


Figure 12-D Large Pocket Headbox



Section 13 - Bead Chain Limits and Safety Device Installation

Attaching Stop Balls

1. Set upper and lower travel limits by installing stop balls to bead chain (*crimp closed using pliers*) (Fig. 13-A).

Caution: Be sure to use stop balls provided in hardware packet by Draper to set up and down travel limits. Stop balls by others may be too small, and become lodged in clutch mechanism.

P-Clip Cord Tension Device

Please Note: Draper® Bead Chain Clutch-Operated shades that do not comply with WMCA/ANSI Standard A100.1-2012 come with a P-Clip cord tension device pre-attached to bead chain (Fig. 13-B). This device must be attached to wall, jamb, or sill so that bead chain is held taut enough that children cannot pull it away from wall or fit their head into loop.

Spring-Loaded Cord Tension Device

If Draper Clutch FlexShade® complies with WMCA/ANSI Standard A100.1-2018, a Spring-Loaded Cord Tension Device comes installed on bead chain (Fig. 13-C). An approved permanent warning label and approved mechanical fasteners (*wood screws*) are included. Device is designed so that children cannot pull bead chain away from wall or fit their head into loop. (See safety note on page 2). For more information, visit www.draperinc.com/WindowShades/WCMACompliance.asp.

1. Pull tensioner down so that bead chain is held taut and use mounting hardware to keep it taut.
2. Install cord tension device to wall, jamb, or sill.

Please Note: Bead chain should be taut enough to move smoothly through device. However, overtightening screws will damage Spring-Loaded Tension Device.

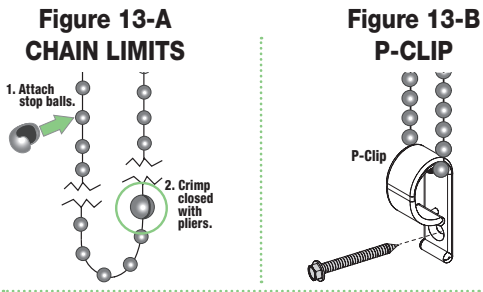
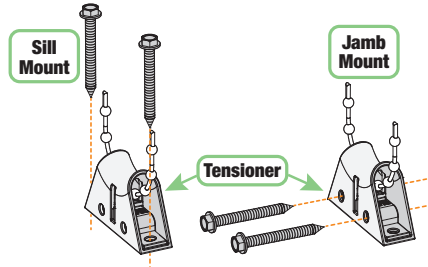
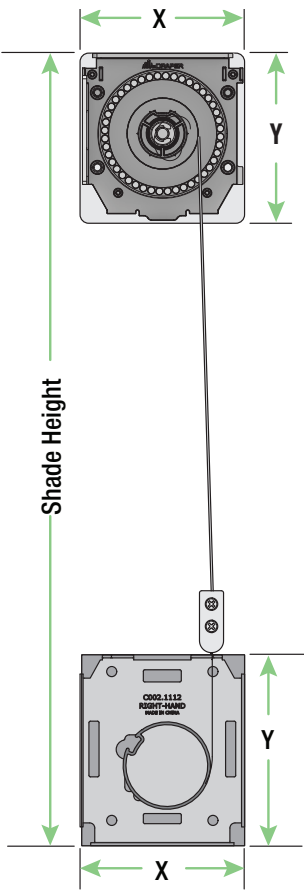
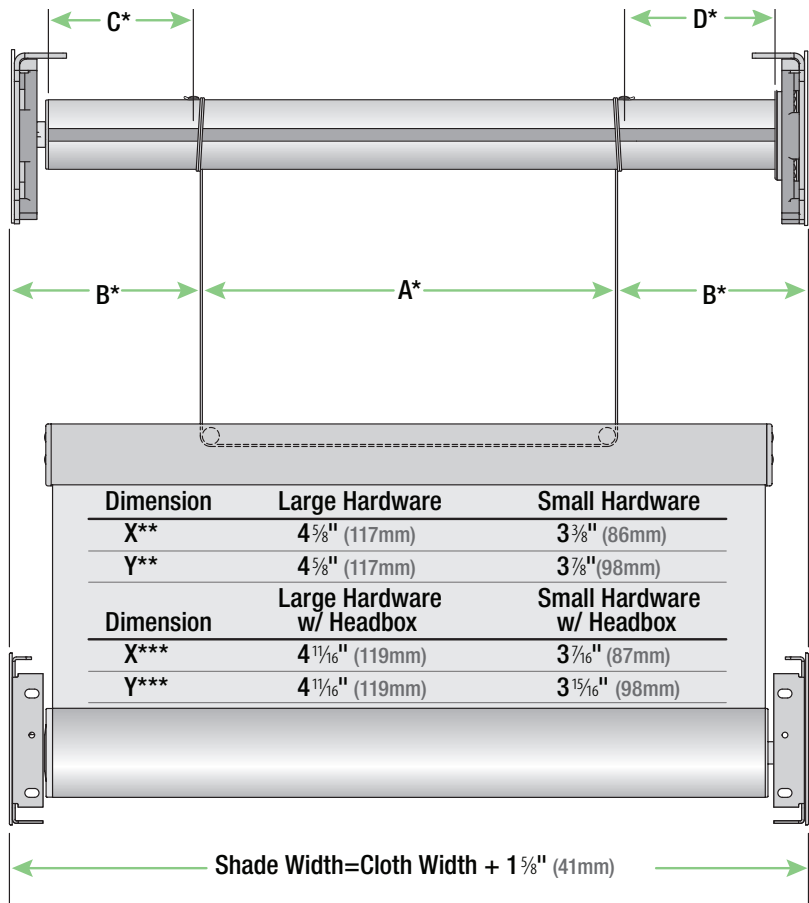


Figure 13-C: CHAIN TENSION DEVICE



Section 14 - Dimensions



*These dimensions are different for each shade and are provided by Draper® with your order.
Dimension "A" is a vertical cable spacing.
Dimension "B" is the distance from the vertical cable spacing to the vertical edge of the shade.
Dimension "C" is the distance from the Idler End of the tube to the center of the cable attachment stud.
Dimension "D" is the distance from the Operator End of the tube the center of the cable attachment stud.

**These dimensions apply to Endcap Covers. Endcap or Fascia dimensions fall within this dimension.

***Shades with Headbox are 1/16" larger.