

Rowley how-to guide: **Flat Roman Shade with Double Decorative Bands**

Roman shades are as popular as ever. For this project we've constructed a flat Roman shade with a double row of decorative bands. It uses the Sure-Shade™ Encased Lift Cord Shroud Tube and the Roller Spring system. Our shade is made to FW 35 ¼" and FL 48". You will need to figure your measurements for cuts and finishes according to your window.



MATERIALS & SUPPLIES

Rowley Products

	SKU
Hanes Classic Napped Lining	LN48/
R-TEC Sure-Shade™ Encased Lift Cord Shroud Tube	ELK14/
Plastic Sew-On Rings	ST15/W
Cord Adjuster Orb	RW19
Shade Stop Bracket	RW18
Fringe Adhesive	FA10
Sure-Shade™ Roller Spring Kit	RSKK
¾" Solid Steel Rod	BR6/
R-TEC Upholstery Air Stapler	NSG10
71 Series Staples – ¾"	NS33/E
Straight Edge Ruler - 72"	MR26
Glass Head Straight Pins	TP49
Cardboard Tack Strip - ½"	CS50

Other materials Used:

- 1x3 wood board for dust board
- Screws for installation

FLAT ROMAN SHADE WITH DOUBLE DECORATIVE BANDS: STEP-BY-STEP INSTRUCTIONS

This project guide covers the steps to fabricate a flat Roman shade with decorative double banding running down one side and across the bottom using the Roller Spring lift system and Sure-Shade™ Encased Lift Cord Shroud Tube.

Cutting and Prepping the Face and Lining:

- 1 Cut face fabric finished width plus 8" (4" per side for hems for 2" double folded hems).
- 2 Cut face fabric finished length plus 2" for mounting plus 8" for a double 4" turned hem.
 - A. Our shade FW was 35 1/4" so the CW is 43 1/4". The FL was 48" so our CL is 58".
- 3 Cut the lining to the cut length. It will be trimmed to fit later. Set aside.
- 4 Lay the shade fabric face down on the table.
- 5 Fold over and iron in 2" double-fold side hems. Do not close.
- 6 Fold over and iron in a 4" double-fold bottom hem. Do not close.



- 7 At the machine, unfold the bottom hem once and stitch across at 1" down from the fold to create the bottom of a rod pocket for the weight bar. Refold bottom hem but do not close.

Making the Bands:

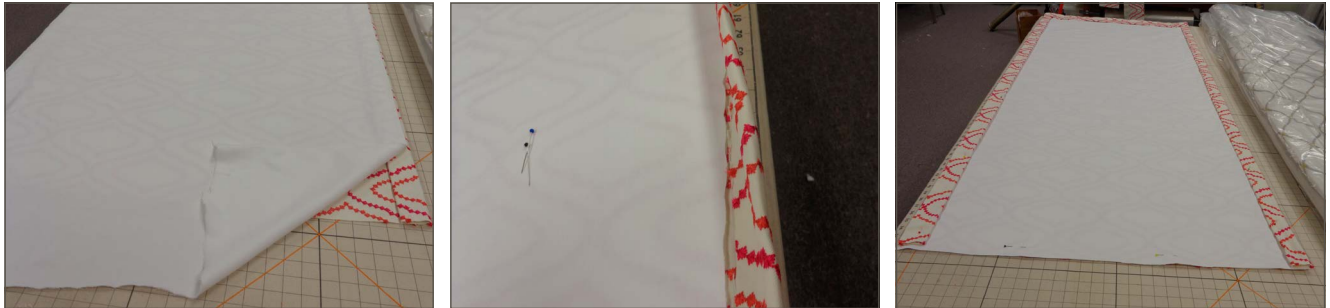
- 1 Cut decorative band strips 3" wide by the cut length of the shade. You will need two strips that will run the length of the shade and two that will run the width of the shade.
- 2 Fold in 1" on both long sides and press for a finished width of 1".
- 3 Pin vertical strips to the shade, making sure they are running straight up and down.
- 4 Sew strips to shade.
- 5 Pin the bottom horizontal strip to the shade. Sew on bands.
 - A. Do not place or sew the top horizontal strip on yet. It needs to be sewn on after the lining and weight bar is in.





Finishing the Shade:

- 1 Lay the lining on the back of the shade so one side aligns with the folded side hem and the tops align.
- 2 Trim lining so the other side will tuck into the other hem.
- 3 Tuck lining into side hems.



- 4 At the bottom hem, fold up and sew across the top of the fold to complete the weight bar pocket, sewing through all layers.



- 5 On the front, place the last horizontal row of decorative band so it covers the stitching from the weight bar.
- 6 Sew on the last band, tucking edges into the side hems.

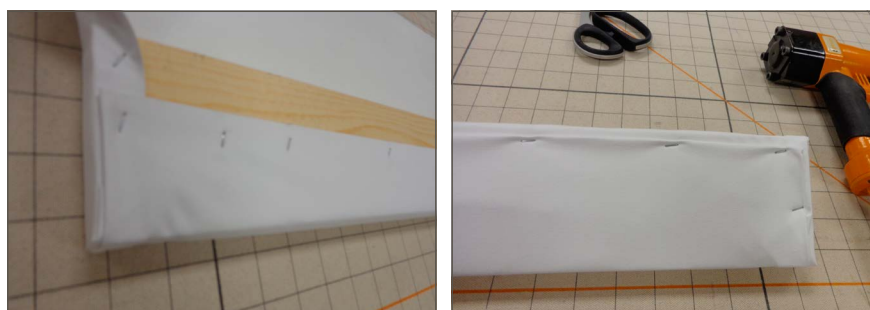


- 7** Close side hems.
- 8** Cut and insert weight bar into pocket.
- 9** Close sides.
- 10** Measure and mark for Shroud Tube placement.
- 11** At the bottom, sew on shade rings, pull cord from shroud, run the cord through the ring and into an orb. Tie off the empty shroud, dab a spot of glue over the knot and trim.
- 12** Sew the shroud tube onto the back of the shade at the tack points.
- 13** At the last tack point, pull the cord from the shade and run the empty shroud up the back to be caught on the dust board later.



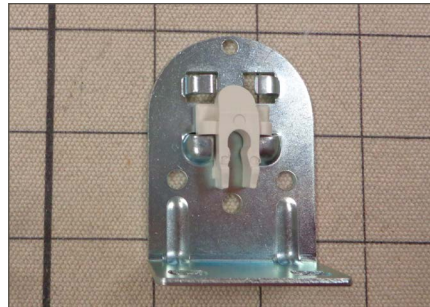
Assembling the Lift System:

- 1** Cut and wrap a dust board the finished width of the shade x the size of the brackets you are using plus room for the shade stops.
- 2** Attach shade to mount board
- 3** Finish top of dust board.



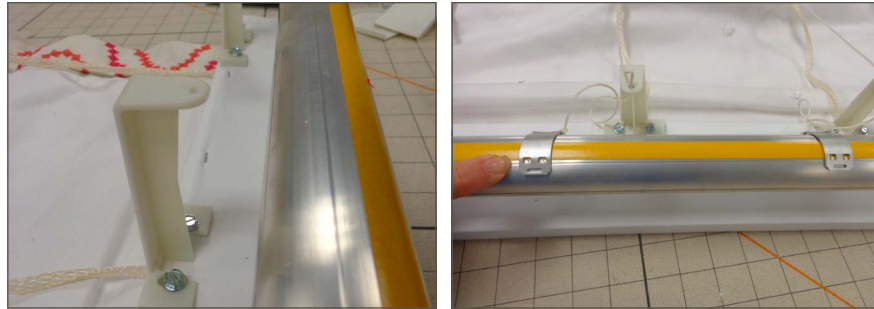


- 4 Cut the roller tube 1 ¼" shorter than the dust board.
- 5 Insert roller spring into the end of the roller tube.
- 6 Insert the end plug into the roller tube.



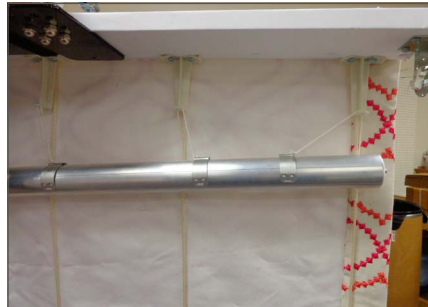
- 7 Push the bracket inserts into the brackets, making sure the spring end will be on the left when facing the back of the board.
- 8 Mark location of roller clips and shade stops.
- 9 Place roller clips on roller and screw shade stops to mount board.
- 10 Mount brackets to mount board.
- 11 Position roller tube into brackets by first putting in the end plug pin in first and then sliding the spring slot into the bracket.
- 12 Bring the cord up from the shade through the shade stop and to the roller clip. Tie the cord into the hole closest to the cord. Tie this securely.
- 13 Hang shade and level by adjusting the orbs.





Installation:

- 1 Mount the mount board to the wall.
- 2 Remove the spring end and then the plug end from the roller.



- 3 Hand roll up the shade rolling the cord around the tube, until the shade is raised all the way.
- 4 Reposition tube into brackets, putting the end plug in first and then the spring. Let go of the shade to see how far down it falls.
- 5 Repeat the above steps until correct tension is reached.

