

Roller Shade Clutch Installation Instructions

Using R-Series Clutches

Please read all instructions before starting

INTRODUCTION:

The **Roller Shade Clutch System** is used to manually control roller shades. The total allowable shade weight will depend on the tube diameter and the clutch selected (see the chart below for allowable shade weights). By pulling the drive bead chain loop, the operator can raise and lower the shade smoothly and precisely. **Figure 1** shows an assembled roller shade with the clutch and end brackets. **The Roller Shade** can be mounted either inside or outside the window casing. For an inside mount, mount the brackets as close to window as possible yet have enough space for the shade fabric when completely rolled up. The shade can be regular wind or reverse wind as shown below in **Figure 2**.

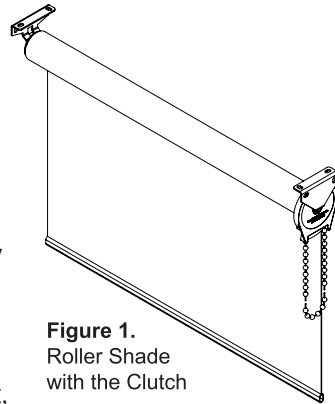


Figure 1.
Roller Shade with the Clutch

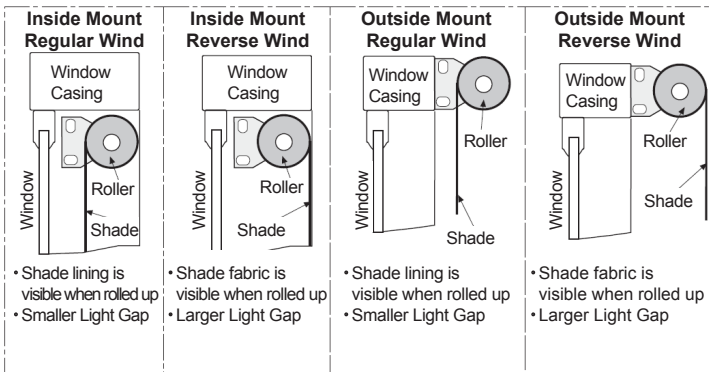


Figure 2. Side view on the top portion of the window

ALLOWABLE SHADE WEIGHTS:

R-Series Clutch Kit Item #	Tube Diameter	Allowable Shade Weight
RC8118	1 1/8"	8 Pounds
RC8114	1 1/4"	7.2 Pounds
RC16112	1 1/2"	16 Pounds
RC16200	2"	12 Pounds
RC24112	1 1/2"	24 Pounds
RC24200	2"	18 Pounds

PARTS LIST. See Figure 3.

1. Clutch Unit
2. End Plug
3. Brackets
4. Aluminum Roller
5. Bead Chain Loop
6. Tube Adapter (as required)

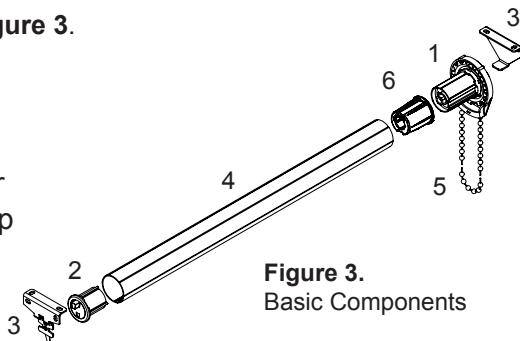


Figure 3.
Basic Components

BRACKETS:

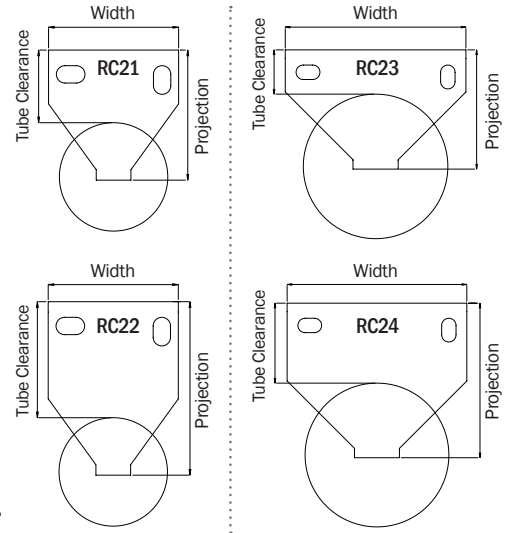


Figure 4.
Brackets

Item #	Clutch Size	Proj.	1 1/8" Tube Clearance	1 1/4" Tube Clearance	1 1/2" Tube Clearance	2" Tube Clearance	Width
RC21	R8	1 1/2"	7/8"	13/16"	-	-	1 1/2"
RC22	R8	2"	1 7/16"	1 3/8"	-	-	1 1/2"
RC23	R16 & R24	1 5/8"	-	-	7/8"	5/8"	2 1/2"
RC24	R16 & R24	2 1/8"	-	-	1 3/8"	1 1/8"	2 1/2"

Available in White /W or Black /K.

MEASUREMENT:

Step 1. See **Figure 5**.

- A. Inside Mount:** Measure the **Width** inside the casing (jam-to-jam, or casing-to-casing), where the brackets will be installed; and the **Length** from the top of the bracket to the bottom of the window. Mark your location.

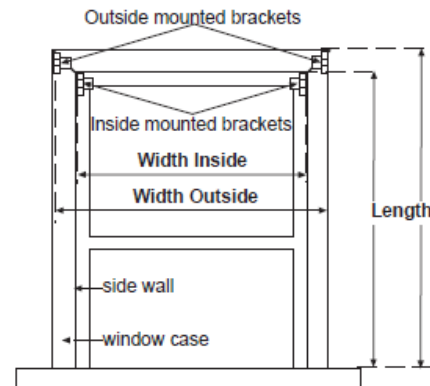


Figure 5. Measurements on a window

- B. Outside Mount:** Measure the **Width** outside between the outer edges of the window trim where the brackets will be installed; and the **Length** from the top of the bracket to the bottom of the window. Mark your location.

NOTE: Measure all windows for accuracy even though they may look the same.

FABRICATION:

Step 2. Cut shade cloth and aluminum roller.

A. Chart for Shade Cloth Width/Roller Tube Length

R-Series Clutch Kit Item #	Tube Dia.	Shade Cloth Width/Roller Tube Length
RC8118	1 1/8"	Width - 1 1/8"
RC8114	1 1/4"	Width - 1 1/8"
RC16112	1 1/2"	Width - 1 1/4"
RC16200	2"	Width - 1 1/4"
RC24112	1 1/2"	Width - 1 1/4"
RC24200	2"	Width - 1 1/4"

B. Chart for Shade Cloth Length (Finished Shade Cloth Length allows for a bottom bar pocket and to wrap around the roller at the top):

Tube Dia.	Finished Shade Cloth Length
1 1/8"	Length + 10"
1 1/4"	Length + 11"
1 1/2"	Length + 12"
2"	Length + 15"

NOTE: Cut the shade cloth square to ensure the shade will travel up and down and not track to the left or right.

Step 3. Peel the yellow plastic backing from the sticky tape on the roller. For a regular wind shade, affix the top face of your shade cloth to the roller. For a reverse wind shade, affix the backside of the shade cloth to the roller. Make sure to adhere the cloth straight onto the roller so the shade rolls up evenly.

Step 4. Insert bead chain into the clutch as shown in **Figure 6**.

NOTE: To reduce the chance of a child entangling in the drive bead chain loop, we suggest using the shortest one possible. If you're using a bead chain by the roll and a chain connector to form the chain loop, use the chart below to determine how long to cut the bead chain. For elevated widows you can use a longer chain, but you cannot use a shorter length.

Step 4C. Pull here on bead chain to rotate the pulley clockwise.

Step 4B. Put two consecutive beads in the pulley.

Step 4A. Insert Bead Chain here.

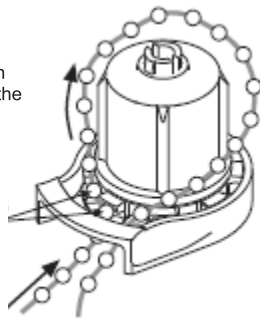


Figure 6. Insert Bead Chain

R-Series Clutch Kit Item #	Tube Dia.	Bead Chain Length when using a Chain Connector
RC8118	1 1/8"	Finished Shade Length x 1.4
RC8114	1 1/4"	Finished Shade Length x 1.2
RC16112	1 1/2"	Finished Shade Length x 1.6
RC16200	2"	Finished Shade Length x 1.2
RC24112	1 1/2"	Finished Shade Length x 2.1
RC24200	2"	Finished Shade Length x 1.6

NOTE TO MANUFACTURER OR FABRICATOR: A drive tension device is required to comply with ANSI 2018 Standard for Safety of Window Covering Products (Refer to Rowley Item # **CT70**).



INSTALLATION:

Step 5. Mount the brackets to the window casing according to the marked locations in **Figure 5** (see page 1). **Figure 7** shows the proper bracket placement if the clutch is on the right end of the shade. If you want the clutch on the left end of the shade, reverse the brackets left and right.

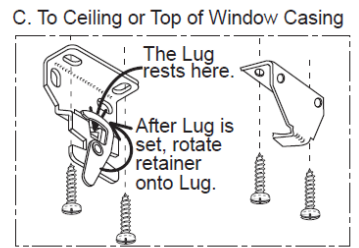
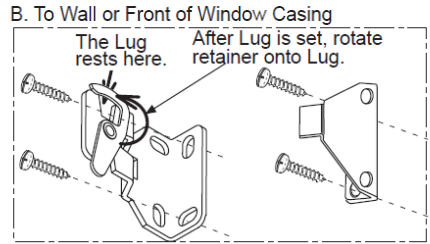
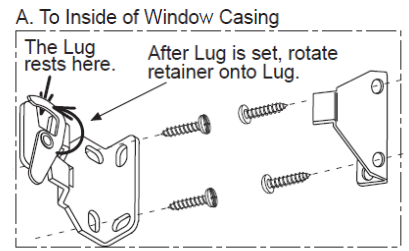
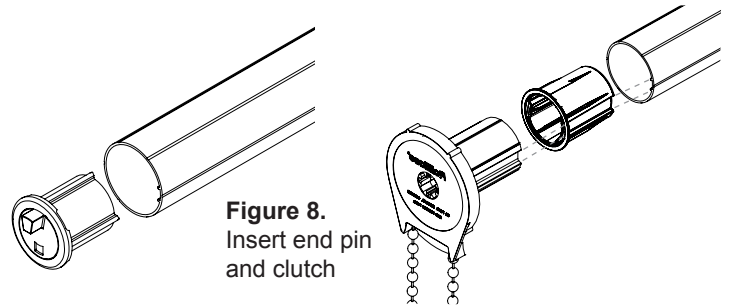
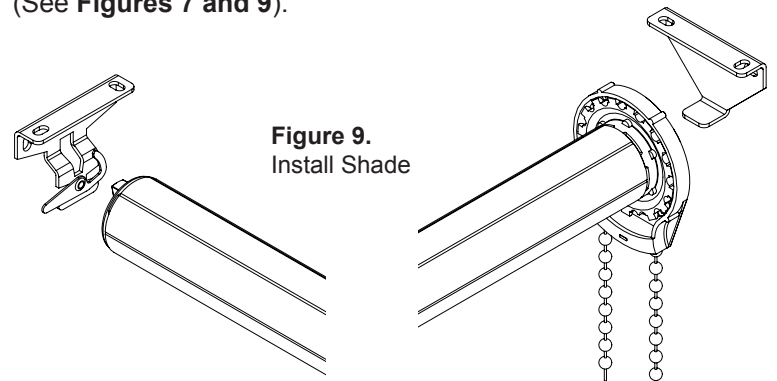


Figure 7. Install Brackets

Step 6. Insert the end pin and the clutch (and tube adapter where required) into the roller tube as shown in **Figure 8**. Line up the channels on the clutch and the adapter with the notches on the roller tube.



Step 7. To install, push shade clutch straight onto the blade of its bracket. The bottom of the clutch should always point straight down. Lower the lug of the end plug onto the "V" of its bracket. Rotate the retainer to lock the lug on the end pin side bracket (See **Figures 7 and 9**).



DOWNLOAD INSTRUCTIONS:

