Trackstar Motorized Folding Shade
Installation Instructions

Thank you for purchasing your new *Trackstar*™ folding shade. It has been custom-made from the highest quality materials to the dimensions you specified. With proper installation and care, it will provide you with many years of beauty and trouble-free use.
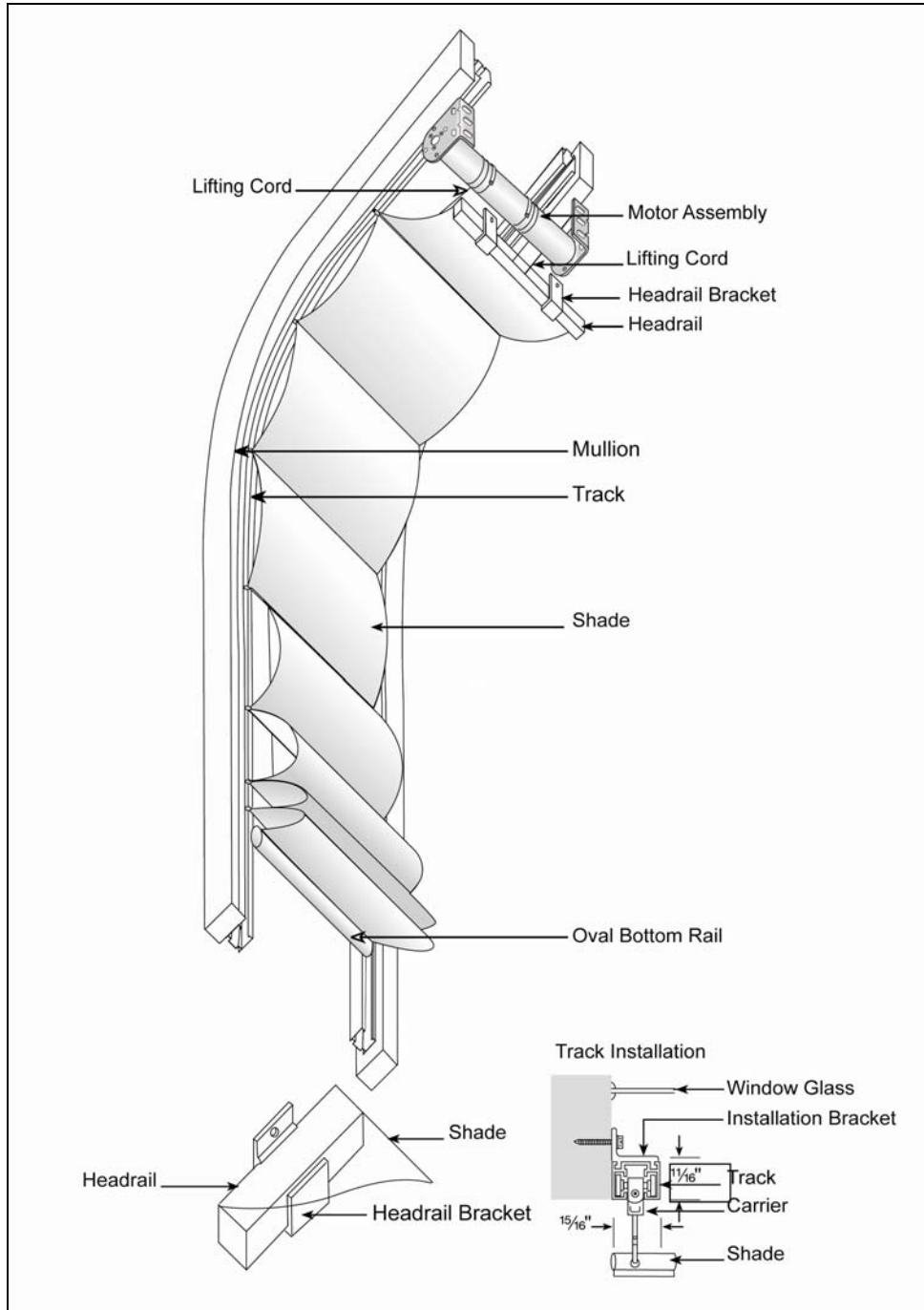

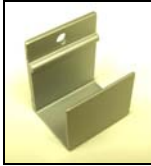Figure 1   Trackstar Motorized Folding Shade

Main Components

- Shade with headrail
- Tracks
- Motor
- Motor tube

Tools Required

- Metal measuring tape
- Level
- Awl
- Pencil
- Ladder or stepstool
- Needle nose pliers
- Rubber hammer
- Power drill with the following bits:
    - 1/16" drill bit (wood)
    - 1/16", 1/8", and 3/16" metal drill bits
    - 1/4" and 7/16" hex drivers
    - Phillips screwdriver
    - Masonry drill bits (if mounting surface requires)
- Motor tester. A motor tester can be purchased from Castec.

Hardware

Track Bracket	Track End Cap	Headrail Bracket	Motor Collapsible Idler End Cap	Motor Retaining Clip
Motor Bracket Screw *2"-long ⁷₁₆" hex head screw with washer*	Track Bracket Screw *½" self-tapping hex head screw*	Track Screw (for outside mount) *1" self-tapping Phillips screw*	Headrail Bracket Screw *1½" hex head screw*	Headrail Screw (for cord and pulley headrail) *2" hex head screw*	Cotter Pin (for locking motor in motor bracket)
Universal Motor Bracket—Standard Ceiling Mount	Universal Motor Bracket—Extended Ceiling Mount	Universal Motor Bracket—Standard Wall Mount	Universal Motor Bracket—Extended Wall Mount	Universal Motor Bracket—Standard Idler	Universal Motor Bracket—Extended Idler

Figure 2   Hardware

Important Information on Fasteners

The shade components must be securely attached to the mounting surface. The screws included can be used in wood or metal. When installing the shade on a wood surface, drill ¹⁄₁₆" pilot holes before setting the screws. When installing to metal, the self-tapping screws (for track installation) can be installed without predrilling. To set tapered screws in metal, predrill ¹⁄₈" holes, or, for the motor bracket screws, ³⁄₁₆" holes.
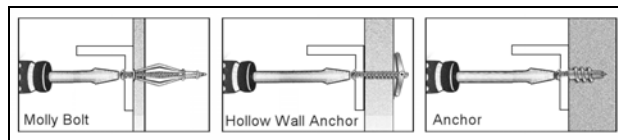
Figure 3   Special Fasteners

For other surfaces, use special fasteners designed for your mounting surface (not included). See Figure 3 for examples. When selecting your fastener, make sure it is designed to support the weight of the product being installed. Follow the fastener manufacturer's instructions carefully.

Installation Steps

Note: If you are installing a wide shade that spans multiple bays, you will need an assistant to help you place the carriers into the tracks.
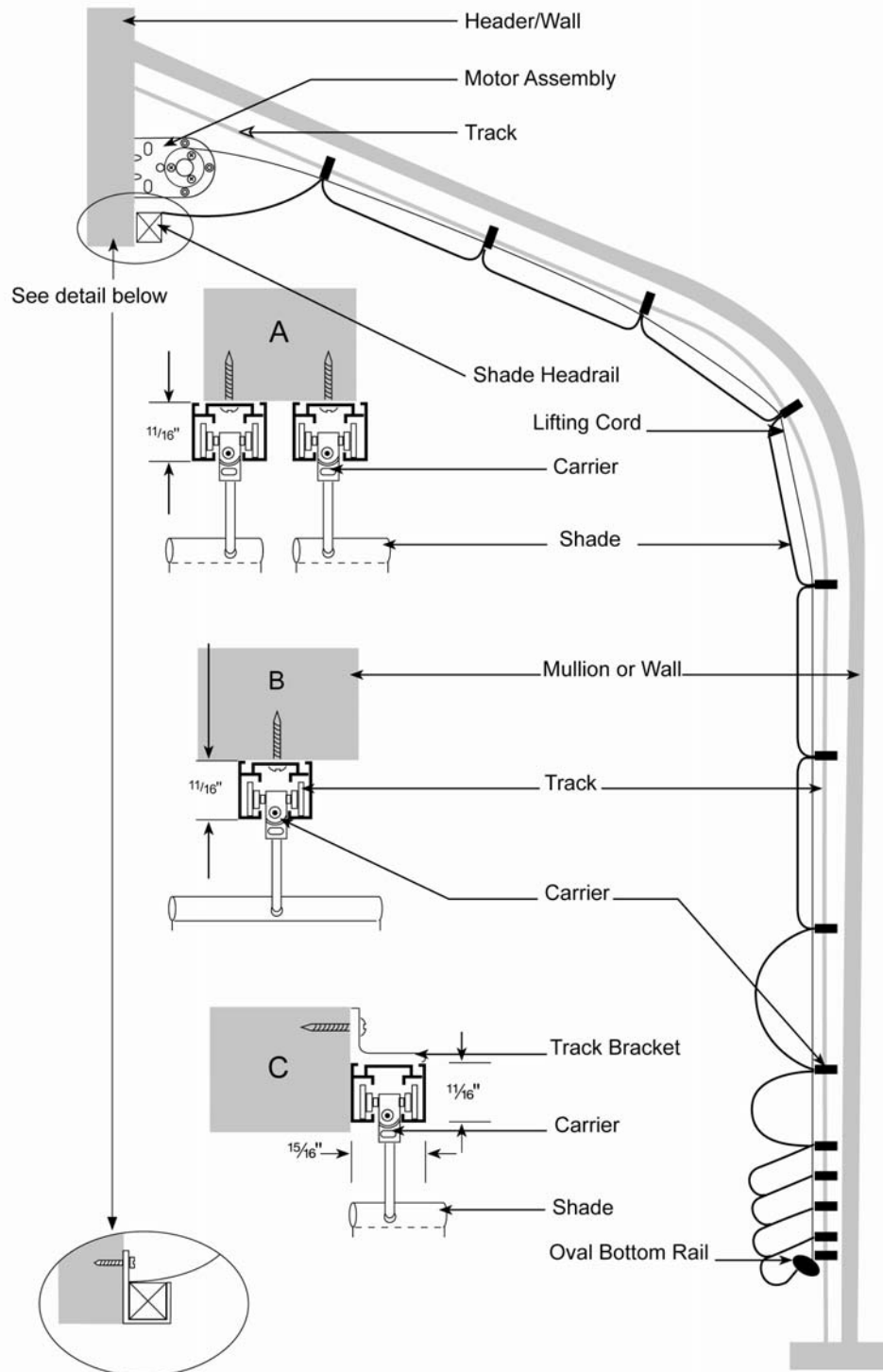
Figure 4   Trackstar Side View and Track Attachment Detail

Step 1: Mount the Tracks

Inside Mount

- Position the tracks against the sides of the mullions and mark their positions. (The depth of the tracks in the mullions is specified by the customer.)
- Slide the track brackets onto the backs of the two tracks. Use one bracket for approximately every 36" of track plus one for each end.
- Insert a track end cap into the bottom end of each track and tighten the screw. See Figure 5.
- Loosely attach all but the top bracket using the ½" self-tapping hex head screws provided. (The top bracket is left unfastened until after the carriers are placed in the tracks.) Adjust the position of the tracks so that they butt against the bottom of the opening, and then tighten the screws.

Figure 5   End Cap on Track

Outside Mount

- Determine and mark the correct placement for the tracks on the mullions or window frame. (See Figure 4 for diagrams.) Measure to ensure the distance between the centers of the tracks is the same as the distance between the carriers on the shade.
- Place the bottom ends of the tracks flush with the floor or windowsill. Using the 1" self-tapping hex head screws provided, loosely fasten the tracks to the mullions at the bottom ends and about every 36" along the track, leaving the top end open. (The top end is not fastened until after the carriers are placed in the tracks.) To avoid placing unnecessary stress on the tracks, wait until all screws are in place and then tighten them all.

Step 2: Attach the Shade

- From the top of the opening, slide the shade carriers into the tracks, starting with the carriers at the bottom rail of the shade. If you are installing a shade that covers multiple bays, you will need an assistant to insert the carriers on one side while you insert the carriers on the other side.
- After all the carriers are inserted, insert the track stops at the open ends of the tracks and tighten them down. Then fasten the top end of the track to the mullion.

Step 3: Place the Motor and End Cap in the Tube

- Place the idler end cap into one end of the tube, aligning the raised key on the cap with the notch in the tube. Use a rubber hammer to drive the idler end cap all the way into the tube.
- Align the raised key on the motor with the notch in the other end of the tube and slide the motor all the way into the tube until it locks into the drive wheel. See Figure 6.

Caution: Do not tilt the motor end downward; the motor may fall out and be damaged.
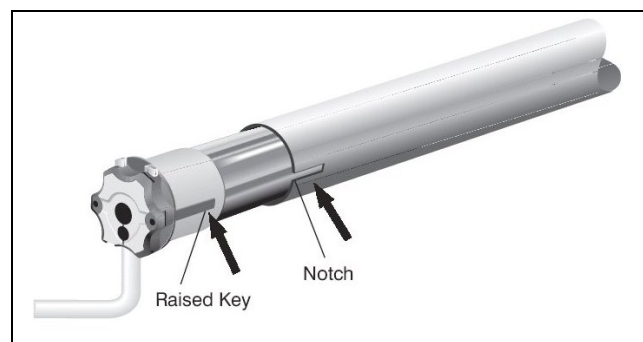

Figure 6   Motor and Tube

Important: For the remaining steps, refer to the instructions below that apply to your motor type. When the motor is installed in the brackets, proceed to Step 5 to finish the installation.

Motor Types and Universal Motor Brackets

Perform Steps 1 through 3 under *Installation Steps* before performing the steps below. In Step 4, be sure to follow the steps for the type of motor you are installing.

Motorized Shade Components

- Shade
- For LT50 Series Star Head Motors:
    - Two universal motor brackets—configured to accommodate shade lifting system. These brackets are described in the following section.
    - Four hex head screws with 7/16" washers
    - Motor retaining clip
- For LT50 Series Round Head Motors:
    - Two motor brackets—designed to accommodate shade lifting system
    - Four hex head screws with 7/16" washers
    - Cotter pin (for motor)
- For LS40 Series Round Head Motors:
    - Two motor brackets—designed to accommodate shade lifting system
    - Four hex head screws

A Word about Universal Motor Brackets

Universal motor brackets are considered "universal" because they can be used for both ceiling and wall mount installations. In addition, each bracket can be made into either a motor bracket, an idler bracket, or an intermediate bracket for shades requiring center support. This flexibility is accomplished by setting pins and attachments into predrilled holes to configure the bracket for the desired utility and installation. This is a great benefit to installers, who can adjust the brackets onsite to meet the needs of their installation, if needed, rather than reorder a set of "fixed" brackets that were not originally shipped with the order.

Figure 7 shows a standard universal bracket and the set of predrilled holes that hold the pins or the accessory parts. Refer to the callouts below for a complete description of each hole and how it is used depending upon the needs of the installation. **Note:** The placement of these holes is the same on the extended bracket. The universal motor brackets shown in Figure 2 are examples of the different configurations that can be used.

Mount slots for lag bolts

Pins for wall mounted shades go in the holes marked with 1s

Pins for ceiling mounted shades go in the holes marked with 2s

The three small holes (noted by the letters A, B, and C) surrounding the large center hole (D) are used to attach the idler or intermediate coupler mount attachments to the bracket
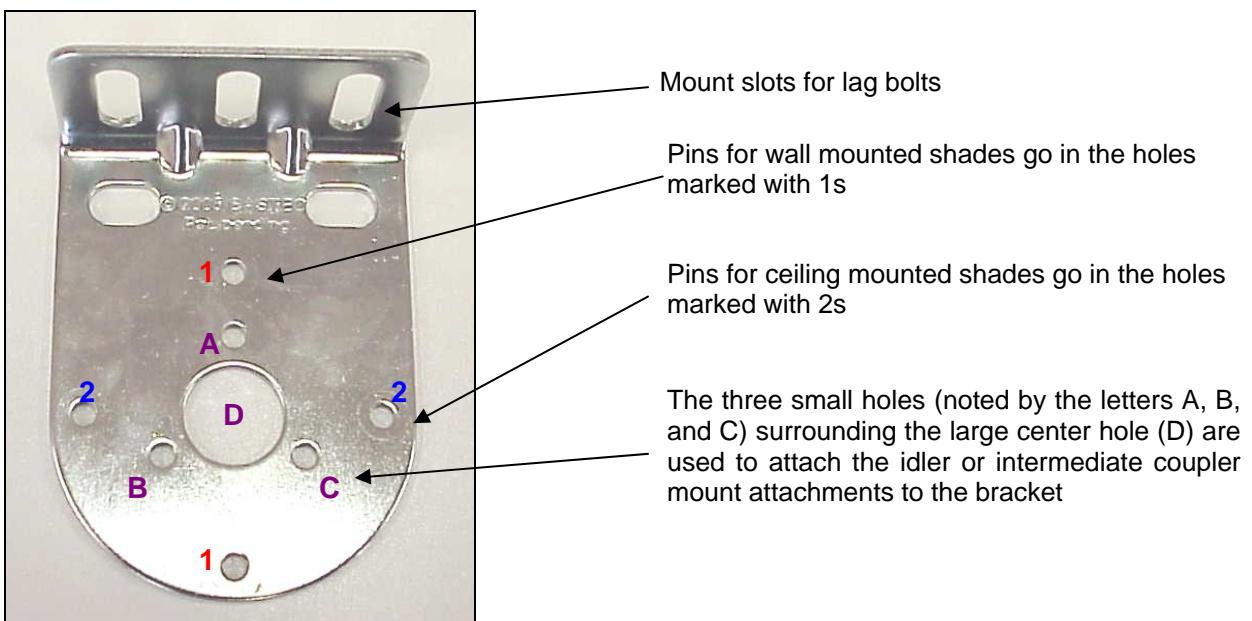
Figure 7 Universal Motor Bracket (without pins)

Figure 8 shows the attachments that are screwed to the center of the bracket to transform it into either an idler bracket or intermediate support bracket. The idler attachment is shown on the left in this photo, and the support bracket is on the right.

Figure 8 Center Support Attachments

Note that the intermediate support bracket has a fixed copper bushing in the center. This bushing houses the connecting joints of the center support tube adapters (shown in Figure 9).

Important! Unless your shade needs center support due to its width, the universal bracket will not come with the intermediate support attachment or the center support tube adapters.

Figure 9 Center Support Bracket and Tube Connecting Joints

Figure 10 shows a detail of a motor pin and the machine screw used to hold it to the bracket. The groove cut into the side of the pin holds the motor retaining clip (see Figure 2 and Figure 14). The base of the pin is flat, and the top is rounded to help ease the installation of the motor into the bracket assembly.

Figure 10 Motor Pin and Machine Screw

Motorized Step 4: Attach the Shade

LT50 Star Head Motors Using Universal Motor Brackets

Important: In the referenced graphics for the following steps, all top treatments have been removed for clarity. The graphics show the shade in a wall mount configuration; the steps to follow for either type of mount (wall or ceiling) are those listed below.

- Place the idler pin on the shade into the idler end bracket. See Figure 11.
- Gently push the shade toward the idler bracket until the idler pin on the shade collapses. See Figure 12.
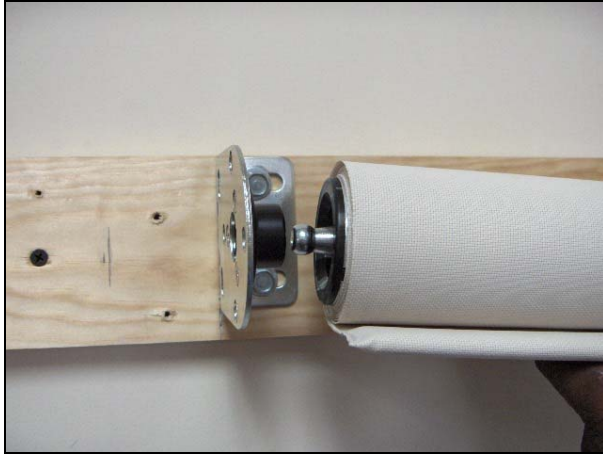

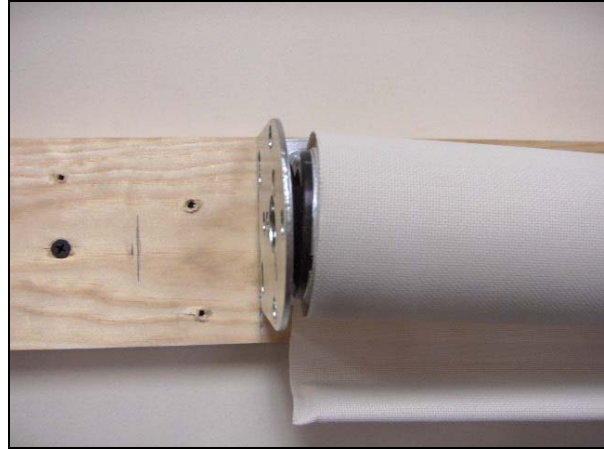Figure 11 Motor Idler Going into Bracket

Figure 12 Motor Idler Collapsed in Bracket

- At the other end of the shade, align the limit switches on the motor to the desired position. These switches should point down or a little towards the room so that they are accessible.
- Bring the hardwired end of the motor to the pins on the motor bracket.
- Allow the shade to slide back so that the star head on the motor engages the pins on the motor bracket. See Figure 13.
- When the pins on the motor bracket have engaged the motor, the motor will remain in the brackets without additional adjustment.

- **Important! Follow This Step!** The motor will remain in the brackets, but to ensure that it does not slip out of the installation, attach the motor retaining clip into the groove on the pins and motor. The clip should snap into position when it has been properly inserted into the groove on both pins. See Figure 14.

- **Helpful Hint!** It can be difficult to snap the motor retaining clip into the groove on the pins and motor once the motor is installed in the bracket. To avoid such difficulties, you can pre-load the motor retaining clip onto the motor before putting the motor into the brackets. To do this:
  1. Place the motor retaining clip onto the star head portion of the motor. The clip should be on the wider part of the head near the tube. Do not put the clip into the groove on the motor.
  2. Engage the star head motor with the pins on the motor bracket. The motor should engage the pins without the clip getting in the way.
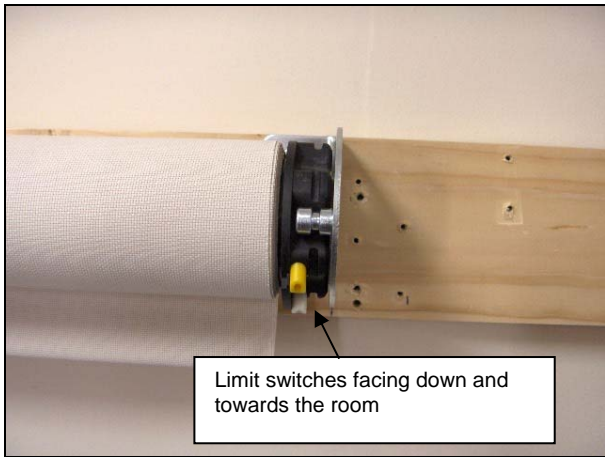 3. Slide the motor retaining clip into the groove on the motor and pins.
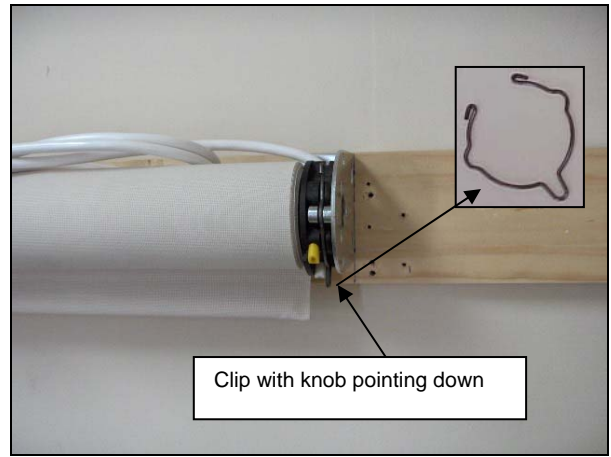
Figure 13 Motor in Bracket

Figure 14 Motor in Bracket with Motor Retaining Clip in Place
(Detail of motor clip at top right in figure)

Note: The small knob on the bottom of the retaining clip should point straight down when installed. If it is necessary to remove the motor from the brackets—for example, to clean the shade or to move the installation from wall to ceiling (or vice versa)—simply place the tip of a screwdriver into this knob and gently pull the retaining clip away from the motor and the bracket pins.

- Finish the installation by cutting the packaging straps from the shade. Use caution to prevent the shade being damaged by this operation.
- Proceed to Step 5: Attach the Lifting Cords to the Motor.

Installation—LT50 Round Head Motors with Heavy-Duty Brackets

- Place the idler end of the shade in the idler end bracket (Figures 15 and 16).
- Lift the motor end into its bracket, being sure that the holes align with the holes in the bracket and the limit switches are easily accessible (Figure 17).
- Use needle nose pliers to insert the cotter pin, and then bend the tabs of the pin so it cannot slip back through (Figure 18).
- Finish the installation by cutting the packaging straps from the shade. Use caution to prevent the shade being damaged by this operation.
- Proceed to Step 5: Attach the Lifting Cords to the Motor.

Figure 15 Motor Idler Going into Bracket

Figure 16 Motor Idler in Bracket
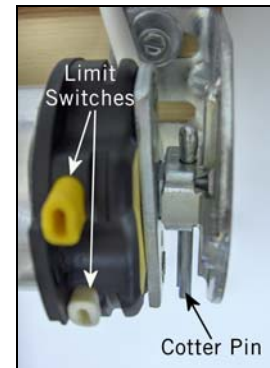

Figure 17 Motor in Bracket

Figure 18 Motor in Bracket with Cotter Pin

(fascia removed for illustration)

Installation—LS40 Round Head Motors with Standard RollEase Brackets

Installing an LS40 motor is very similar to installing a shade with a C8 clutch and chain. In fact, the same clutch and idler brackets are used for the LS40 as for a shade using a C8 clutch lifting system. This is because the LS40 motor and the C8 clutch both fit into 1 1/2" tubes.

- Remove the shade from its packaging, but leave it rolled up with the straps holding the roll.
- Attach the motor end by pushing the motor onto the bracket spear.
- Lift the idler end up over the bracket notch, rotating as needed, and drop the idler end pin into the bracket.
- Secure the idler end by rotating the locking lever to close the slot opening.
- Proceed to Step 5: Attach the Lifting Cords to the Motor.

Important: The remaining steps are for all shades with all motor types.

Step 5: Attach the Lifting Cords to the Motor

- Unwrap the cords and pull them up to the motor, making sure they do not become twisted or tangled. Wrap the cords over the top of the motor tube and push the C-clips onto the tube, offsetting them slightly toward the center to allow room for the cords to wrap. Take up any slack in the cords by turning the C-clips on the tube. See Figure 19.
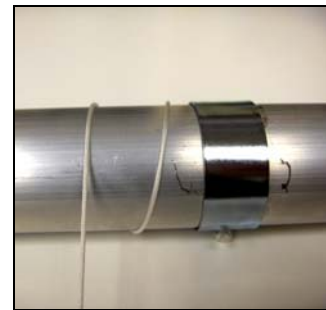
Step 6: Mount the Shade Headrail

- On the header wall, mark the location for the shade headrail centered below the motor assembly. Place a bracket near each end of the headrail with the open end of the U facing up. Space additional brackets approximately 12" apart, making sure all brackets are level with each other.

Figure 19   C-Clip on Tube

- Install the brackets using the ½" hex head screws provided.
- Snap the headrail into the brackets.

Step 7: Test and Adjust the Shade

- Connect the motor tester by clamping each lead onto the motor wire of the same color, and then test the motor to verify correct operation. Raise and lower the shade and check to see that it operates properly and the lower edge is level. If the lower edge is not level, turn the C-clips on the motor to adjust it.
- If desired you can reduce the overall fabric length. Remove the headrail from the headrail brackets and roll it over once or twice to take up excess fabric. Then snap the headrail back into the brackets.
- If necessary, adjust the motor limit settings per the motor instructions (included separately).
- Have the motor connected by a qualified electrician.

Caring for Your Trackstar Shade

Your *Trackstar* folding shade will provide you with years of beauty and pleasure with minimal care and cleaning. To care for your shade:

- Vacuum using a brush or dust head attachment.
- Dust lightly using a soft, clean cloth.
- Never immerse your shade in water or liquids of any kind.
- If necessary, wipe the solar fabric with a damp cloth. Allow the shade to dry completely before raising.
- On some fabrics, a mild detergent solution can be used, if needed. Test on a small inconspicuous area first. Be sure to rinse thoroughly and allow the shade to dry fully before raising.