

# ADJUST-A-VIEW® HALF CIRCLE USER INSTRUCTIONS

Moveable Arches by Omega

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## **1.) Center Hub and Cellular Shade Removal (see below for Fabric Shade Removal)**

Your new ADJUST-A-VIEW® Window Treatment is comprised of two main groups of components. The track frame is permanently mounted and not easily removable. The center hub and the cellular shades are made for easy removal for dusting, window washing, and shade cleaning/vacuumping. In order to remove the center hub and shades, proceed as follows:

- Step #1** Move the shades to the fully lowered or open position. Then move each shade approximately one inch up from that position.
- Step #2** Remove the center hub by firmly grasping it and pulling it straight up from the window sill, and set it aside.
- Step #3** Squeeze the shade attachment spring located near the track. Slightly rotate the top shade rail to remove spring fingers from shade carrier to free shade.
- Step #4** Do the same with the remaining unit.
- Step #5** Set both shade assemblies aside. A rubber band placed over the ends of the shade assemblies can be used to keep pleated material gathered.

To re-install the center hub and shades, the above procedure is reversed.

## **2.) Center Hub and Fabric Shade Removal (see above for Cellular Shade Removal)**

Your new ADJUST-A-VIEW® Window Treatment is comprised of two main groups of components. The track frame is permanently mounted and not easily removable. The center hub and the fabric shades are made for easy removal for dusting, window washing, and shade cleaning/vacuumping. In order to remove the center hub and shades, proceed as follows:

- Step #1** Move the shades to the fully lowered or open position.
- Step #2** Remove the center hub by firmly grasping it and pulling it straight up from the window sill, and set it aside.
- Step #3** Place a rubber band around the end of the fabric shade at the center of the window (where the hub was removed). Take care that the rubber band is properly sized as not to “overly” squeeze the shade but still holds the pleats together.
- Step #4** Disengage the connector holding the fabric shade to the car (the car pulls the shade up).
- Step #5** Using the pull cord, run the car up to the fully closed position (car will be at the top of the arch).
- Step #6** Gather the fabric shade at the track and move it up the track towards the top of the arch. As the fabric shade nears the top of the arch, the fabric shade connectors will exit the plastic track. Remove all the connectors from the track. Once all connectors are removed from the track, carefully place a rubber band around the fabric shade near the connectors. Take care that the pleats are neatly stacked.

To re-install the center hub and fabric shades, the above procedure is reversed.

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## **3.) Mullion Removal**

Many large half circle windows have removable mullions (or window grilles) to divide up the window opening. The mullions vary with the various window manufacturers, and sometimes within the same manufacturer's product lines, so consistency is rare and not the norm. Your ADJUST-A-VIEW® window treatment is designed for minimum intrusion within the window opening to facilitate easy removal of most mullions.

The typical mullion is smaller than the window glass, because normally it fits within the window stops, which are mounted to the window frame and window sill to hold the glass in place. In order to remove the typical mullion, proceed as follows:

- Step #1**      Remove the center hub and shade assemblies as described in the previous sections (#1 or #2).
- Step #2**      Loosen the mullion from the window stops, and lower the unit until it is sitting on the window sill, in front of the window stop.
- Step #3**      Move the top of the mullion away from the window at the top, and lift the entire unit up and free of the window frame.

To re-install the mullion, center hub, and shade assemblies, the above procedure is reversed.

## **4.) If the Cord Loop Jams**

The ADJUST-A-VIEW® window treatment opens and closes by means of loops, which control the movement of the respective shade assemblies. First, the user must familiarize themselves regarding which way to pull the cord for the desired result. If the shade assembly is at its limit (either all the way up or down) pulling the wrong side of the cord loop will not result in any shade movement. In this case, merely pull on the opposite side of the cord loop. Occasionally the cord loop may jam when moving the shades up or down. If this should occur, simply pull on the opposite side of the cord loop to affect shade movement, and then pull on the original side of the cord loop. If this does not clear the jam, it may be necessary to examine the moveable parts of the ADJUST-A-VIEW® or call your dealer to solve the problem.

In any case of loop jamming, **DO NOT YANK** on the cord! Damage or personal injury could result.

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## **5.) Cycling of Cellular Shades**

Pleated cellular shades may experience loss of pleating if the shades are left in the closed position for extended periods of time. To help alleviate this potential problem, cycling (opening/closing) the shades, is recommended by the manufacturers. Ideally, the shades should be cycled once a day and minimally once a week (most people meet this with their normal day-to-day shade use).

If the shades are left in the closed position for extended periods (longer than 2 weeks at a time), care should be used when opening the shades. Slowly open the shade and note how the pleats are stacking. If the pleats are stacking normally, continue to lower the shade to the fully open position.

However, if the shade pleats are not stacking normally, stop opening the shade. Close the shade to the point where the shade pleat was stacking without problem. Let the shade remain in this position for approximately 30 minutes. This will allow the pleats to “regain” their memory. After 30 minutes fully close the shade and then begin to reopen. Slowly open the shade and again note how the pleats are stacking. If the pleat stacking is normal, continue to the fully open position. If the problem is still evident repeat the process until the pleat, memory has fully recovered.

## **6.) If the Cellular Shade Do Not Stack**

The ADJUST-A-VIEW® window treatment includes two shade assemblies, which open and close by means of fanning out the cellular pleated shades, from the stacked flat position (open), to the twelve o'clock position (closed). The ADJUST-A-VIEW® system is designed so that each individual shade assembly, when in the closed position, has the 90 degree radius of the fanned out shade guided laterally by the track frame. If uneven (or side) stacking would occur, the cause is possibly that the center hub is not mounted in the exact center of the window opening. The solution may be to remove the shade assemblies as described in section #1 (but not the center hub), and measure the dimension between the edge of the window frame and the center hub. The two measurements should be equal. If the hub is not centered, relocate it to the exact center or contact your dealer/installer for resolution of this problem.

## **7.) Care of Shades**

The pleated cellular shades are manufactured by various companies. These shade manufacturers all have their own suggestions on how to care for their own brand of shades. For suggestions on how to care for fabric or cellular shades consult the dealer where you purchased your ADJUST-A-VIEW®.