Owner's Manual

RTS Motorized Shades

POWERED by somfy®

SPRINGS WINDOW FASHIONS
the Best Experience Company

Table of Contents

About Your Motorized Shade 3
- Basic Shade Control 3
- Control Features 4

Shade Adjustments 5
- Adjusting Your Shade's Default Upper Limit 5
- Adjusting Your Shade's Default Lower Limit 6
- Adjusting Your Shade's "MY" Position 7

Adding Additional Controls 8
- The Copy & Paste Sequence 8
- Adding a Control or Channel 9
- Deleting a Control or Channel 10
- Creating Group Control 11

Pair a New Remote to Simple Motorized Shade 12

Rechargeable Motor Sleep Mode 13
- Activating and Deactivating Sleep Mode 13

Shade Adjustments on Rechargeable Motor 14
- Adjusting Your Shade's Default Upper Limit 15
- Adjusting Your Shade's Default Lower Limit 16
- Adjusting Your Shade's "MY" Position 16

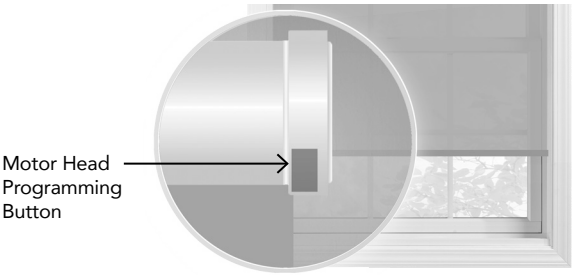
Rechargeable Motor Control Options 17
- Adding a Control or Channel 17
- Deleting a Control or Channel 18
- Creating Group Control 19

Helpful Tips and FAQs 20–22

Contact Information 23

Your controls have been programmed by Springs Window Fashions to control your shade. The upper and lower limits and "MY" position have already been set. If you are not satisfied with any default upper, lower, or "MY" position of your shade, see steps in the following sections of this manual.

Please be sure to read and remove the securing tape and label before operating your motorized shade.



For initial unpacking of the rechargeable motor, wake up the motor by briefly pressing the motor head programming button or plugging in the charger. The product briefly moves up and down to confirm activation.

About Your Motorized Shade

Motorized shades offer a convenient solution to everyday challenges. They provide instant privacy, glare reduction, and eliminate the need to manually adjust shades. Motorized shades also eliminate dangerous cords and create a comfortable and energy-efficient environment. What's more is that you will get more enjoyment from your home because motorized control of your shades is so effortless and features Radio Technology Somfy® (RTS). RTS is omnidirectional and operates within a range of 65 feet, which eliminates the need to point or aim the remote at the motorized shades. RTS also offers a wide range of controls and accessories that are designed to work together, so you can always mix and match to create the perfect setting. Explore the information within this guide to make the most of your motorized shades.

The term "shade" will be used throughout this manual to refer to your motorized window covering, either a motorized blind or shade.

NOTE: Motorized horizontal blinds have motorized tilt for the slats only. Raising and lowering the blinds is manual with cord lift.

NOTE: Rechargeable motor setup information can be found on page 14.

Basic Shade Control

Press and release the UP button to fully open the motorized shade.

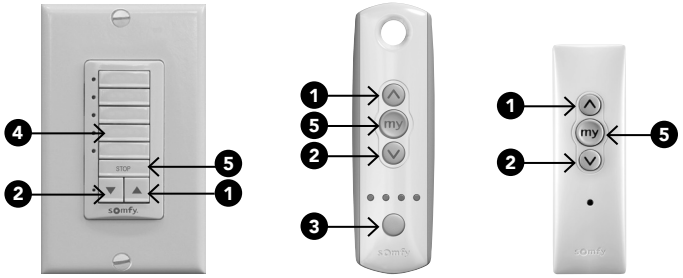
Press and release the DOWN button to fully close the motorized shade.

Press the "MY" button to send the shade to the favorite programmed position. See page 4 for "MY" programming instructions.

Control Features

Operate your shade with your handheld remote or wireless wall switch control.

Your controls have been programmed by Springs Window Fashions to control your shade. The upper and lower limits and "MY" position have already been set. If you are not satisfied with any default upper, lower, or "MY" position of your shade, see steps in the following sections of this manual.



1. UP Button
2. DOWN Button
3. Channel Selector Button: All four lights will illuminate when fifth channel is activated.
4. Channel selected by pressing individual or multiple channel buttons. LED will illuminate when selected.
5. "MY"/STOP Button

"MY" button: Acts as a **"STOP"** button while shade is in motion. It can also be programmed as a quick way to bring shades to your preferred intermediate position.

1. Pushing "MY" while your shade is at rest will bring your shade to your "MY" position.

2. Pushing "MY" while the shade is in motion will simply STOP the shade.

Video Available

NOTE: Pushing the "MY" button too long, if your shade is <u>not</u> in motion, will change your preferred intermediate position.

Individual control of same shade with multiple controls

Shade Adjustments

Adjusting Your Shade's Default Upper Limit (OPTIONAL)

If you would like to adjust your shade's default upper limit

***PRODUCT SAFETY NOTE:**

- ***For Cellular, Pleated, Roman, and Natural Shades*** **- Adjusting the motor too tight can cause the motor to fail and/or break/fray the internal cording.**
- ***For Solar and Roller Shades*** **- Be sure the hembar does not lift into the fascia or cassette, this could cause the hembar to get stuck and/or damage the fabric.**
- ***For Sheer and Layered Shades*** **- Make sure the bottomrail does not lift into the cassette.**
- **If your shade will not raise to your desired upper limit, contact a customer service agent for assistance.**

Before you start. If your remote currently operates a group of shades, you first need to disconnect power to all other shades to prevent unwanted adjustments.

1. Briefly press UP and release. Allow the shade to reach its default upper limit.

2. Once the shade stops, press and hold UP and DOWN at the same time for approximately 5 seconds. When the shade jogs, release both buttons. A jog is a brief up and down movement of the shade. This means you've put the shade into programming mode.

3. Adjust your upper limit by using UP or DOWN to move your shade to your new desired upper limit.* The shade will only move while UP or DOWN is being pressed while in this adjustment mode.

4. When the shade is stopped at your new desired upper limit, press and hold "MY" for approximately 3 seconds. When the shade jogs, release the "MY" button. You have now saved your new upper limit.

5. If you need to adjust another shade's upper limit, go back to the Before You Start section and repeat the steps for each shade.

Video Available

Adjusting Your Shade's Default Lower Limit (OPTIONAL)

If you would like to adjust your shade's default lower limit

***PRODUCT SAFETY NOTE:**

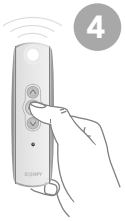
- ***For Cellular, Pleated, Roman, Roman and Natural Shades*** **- Extending the shade beyond the ordered limits can cause shade damage.**
- ***For Sheer and Layered Shades*** **- Changing the lower limits will change the "MY" position for the shade. See following page to adjust "MY" position.**
- **If your shade will not lower to your desired lower limit, contact a customer service agent for assistance.**

Before you start. If your remote currently operates a group of shades, you first need to disconnect power to all other shades to prevent unwanted adjustments.

1 Briefly press DOWN and release. Allow the shade to reach its default lower limit.

2 Once the shade stops, press and hold UP and DOWN at the same time for approximately 5 seconds. When the shade jogs, release both buttons. A jog is a brief up and down movement of the shade. This means you've put the shade into programming mode.

3 Adjust your lower limit by using UP or DOWN to move your shade to your new desired lower limit.* The shade will only move while UP or DOWN is being pressed while in this adjustment mode.



4 When the shade is stopped at your new desired lower limit, press and hold "MY" for approximately 3 seconds. When the shade jogs, release the "MY" button. You have now saved your new upper limit.

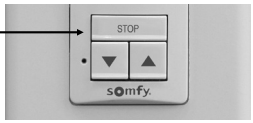
5 If you need to adjust another shade's lower limit, go back to the Before You Start section and repeat the steps for each shade.

Video Available

Adjusting Your Shade's "MY" Position (OPTIONAL)

Your control has been programmed by Springs Window Fashions to control your shade. The "MY" position has been set, and you may choose to adjust this setting. When adjusting the "MY" position on your product sharing a channel, it is important to adjust each individually. Disconnect the power to all products that share a channel to avoid unwanted programming. After adjustments are made, reconnect power to begin operation.

On the DecoFlex WireFree™ RTS Wall Switch, the STOP button functions and programs the same as the "MY" button.



Before you start. If your remote currently operates a group of shades, you first need to disconnect power to all other shades to prevent unwanted adjustments.

1. Using UP or DOWN, put your shade in motion. When it reaches your desired "MY" position, press and release "MY" to stop the shade.

2. When the shade is stopped at your new desired "MY" position, press and hold "MY" for approximately 5 seconds. When the shade jogs, release the "MY" button. You have now saved your new "MY" position.

3. If you need to adjust another shade's "MY" position, go back to the Before You Start section and repeat the steps for each shade.

Video Available

Sheer Shades - The default home position is preset to shade lowered and vanes closed.

Layered Shades - The default home position is preset to shade lowered and vanes open.

To change or adjust the home position, use the UP or DOWN button to reach the desired position and then press and hold the "MY" until the shade jogs.

Adding Additional Controls

The Copy & Paste Sequence

The basic sequence of copy and paste allows you to add new remotes to your shade and to create groups of shades that will operate together.

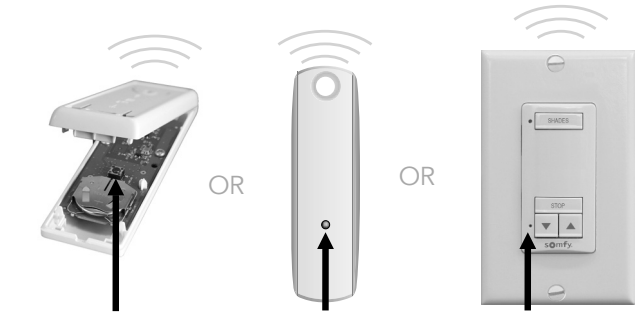
A channel is used to operate motorized shades with controls. A channel is either associated with a single motorized shade covering or group of motorized shades.

In this sequence, you may copy and paste from one control to another control or from one channel on a control to any other channel either on the same control or on a new control.

Adding a Control or Channel

Do not press the programming button outside of this sequence unless otherwise instructed by a Customer Service Agent.

Before you start, decide which remote you want to control the shade. If your remote currently operates a group of shades, you first need to disconnect power to all other shades to prevent unwanted channel/remote assignments. You will need a paperclip or similar item.



Programming Button
Remote must be open to access programming button

Programming Button

Programming Button

1. Start with the control or channel that currently operates the shade.

2. **TO COPY:** Using a paperclip or similar item, **press and hold the programming button** (shown above) for approximately 5 seconds. When the shade jogs, release the programming button.

Note: If the wrong shade jogs, you have selected the wrong channel. Press the programming button you just pressed and release. The wrong shade will jog again. Select the correct channel and start again from step 1.

3. Select the new control or desired channel to add to the shade.

4. **TO PASTE:** Using a paperclip or similar item, **press and release** the **programming button** (shown above) for less than 2 seconds. The control/channel is now added to the shade's memory. Both the original and new control will operate the same shade.

5. If you need to add another control or another channel for another shade, go back to the Before You Start section and repeat the steps for each shade.

Video Available

Deleting a Control or Channel

Before you start, decide which remote you want to remove from the shade's memory. If your remote currently operates a group of shades, you first need to disconnect power to all other shades to prevent unwanted channel/remote assignments. You will need a paperclip or similar item.

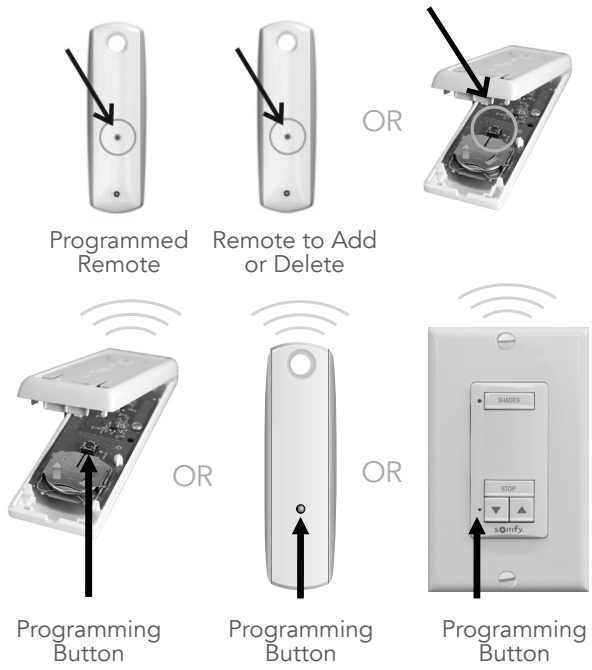
1. Start with the control or channel that you intend to keep and currently operates the shade.

2. **TO COPY:** Using a paperclip or similar item, **press and hold the programming button** (shown below) for approximately 5 seconds. When the shade jogs, release the programming button.

Note: If the wrong shade jogs, you have selected the wrong channel. Press the programming button you just pressed and release. The wrong shade will jog again. Select the correct channel and start again from step 1.

3. Select the control or desired channel to delete from the shade.

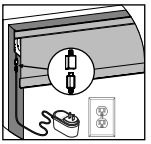
4. **TO PASTE:** Using a paperclip or similar item, **press and release the programming button** (shown below) for less than 2 seconds. The control/channel is removed from the shade's memory. The control/channel will not operate the shade.



Creating Group Control

NOTE: Use the programming sequence below to control multiple shades with one control, also known as "creating a group." Be sure to review and understand "Adding a Control" before moving on to this programming sequence. You can also review the online video "Copy and Paste Part 1 and Part 2" or call your Customer Service Agent for additional assistance. To prevent unwanted channel/remote assignments, ALL PROGRAMMED SHADES should be on their own channel. If shades share a channel UNPLUG the shade power source until the programming is complete.

Before you start, decide which remote you want to remove from the shade's memory. If your remote currently operates a group of shades, you first need to disconnect power to all other shades to prevent unwanted channel/remote assignments. You will need a paperclip or similar item.



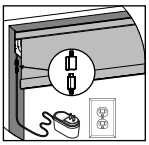
Assigning Specific Channels to Shade (Multi-Channel Remotes Only)

When creating groups, it is important to program each shade individually.

1. **TO COPY:** Using a paperclip or similar item, **press and hold the programming button** for approximately 5 seconds. When the shade jogs, release the programming button.

2. Select the remote or desired channel to be assigned by momentarily pressing the channel selector button on the remote.

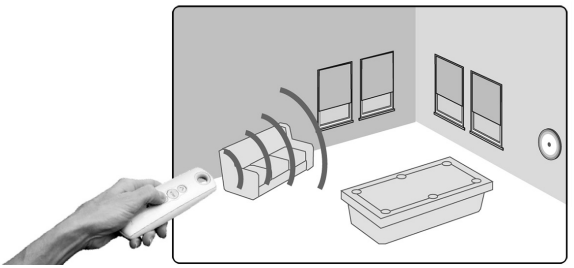
3. **TO PASTE:** Using a paperclip or similar item, press and release the programming button for less than 2 seconds. The new remote/control is now added to the shade's memory, and both channels can be used to operate the shades.



4. After all groups are complete, reconnect power to begin operation.

5. If you need to add a shade to another remote or channel, go back to the Before You Start section and repeat the steps for each shade. To remove a shade from a channel or group, follow the "Deleting a Control or Channel" steps outlined on page 10.

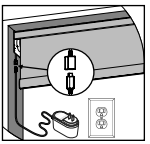
Repeat steps for each shade you want to add to your group. To delete a channel, follow the "deleting a control steps" outlined on the page 10.



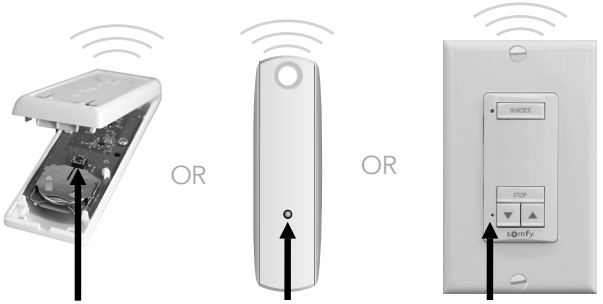
Group Control of Multiple Shades with the Same Control

Pair a New Remote to the Simple Motorized Shade

You might need to do this if you bought a new simple motor shade after your initial purchase or replacing a lost/broken remote used with the simple motor shade.



1. Disconnect power to shade for a maximum of 2 minutes.
2. Connect power to shade; shade will jog when correct power supplied.
   a. If shade does not jog, disconnect power for additional 2 minutes.
   b. If shade does not jog on third attempt, check the power source.
3. Using a paper clip or similar item, immediately **press and release** program button on controller for less than 2 seconds, shade will jog confirming pair. The control is now added to the shade's memory. The control will now operate the shade.



4. If you need to add controller to another simple motor shade, go back to step 1 and repeat the steps for each shade.

Rechargeable Motor Sleep Mode

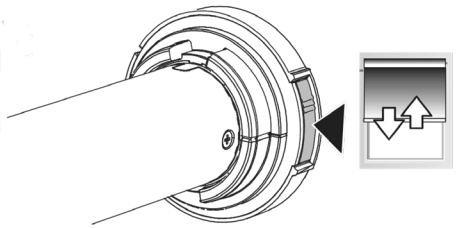
Activating and Deactivating Sleep Mode

Before you start. If your remote currently operates a group of rechargeable motorized shades on the same channel, you will first need to put all other shades into sleep mode to prevent unwanted adjustments.

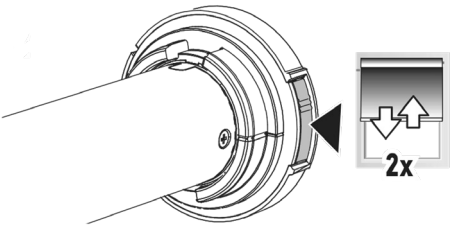
Note: Sleep mode will time out in approximately 15 minutes.

Activating Sleep Mode

1. Press and hold the motor head program button until the shade jogs one time, then release (approximately 3 seconds). The motor head will blink green.

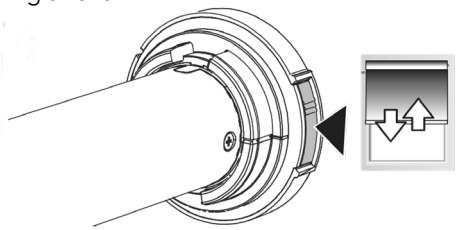


2. Quickly press and release the motor head program button. The shade will jog two (2) more times confirming in sleep mode.
You will need to repeat for each shade on the group channel.



Deactivating Sleep Mode

3. Once all adjustments are complete, you will need to deactivate sleep mode. To exit sleep mode, quickly press and release the motor head, the shade will jog once confirming awake.



Shade Adjustments on Rechargeable Motor

Adjusting Your Shade's Default Upper Limit (OPTIONAL)

If you would like to adjust your shade's default upper limit

***PRODUCT SAFETY NOTE:**

- ***For Solar and Roller Shades* - Be sure the hembar does not lift into the fascia or cassette; this could cause the hembar to get stuck and/or damage the fabric.**
- **If your shade will not raise to your desired upper limit, contact a customer service agent for assistance.**

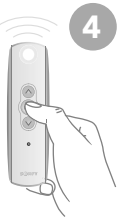
Before you start. If your remote currently operates a group of rechargeable motorized shades on the same channel, you first need to put all other shades into sleep mode to prevent unwanted adjustments. See page 13 for sleep mode instructions.

1. Briefly press UP and release. Allow the shade to reach its default upper limit.

2. Once the shade stops, press and hold UP and DOWN at the same time for approximately 5 seconds. When the shade jogs, release both buttons. A jog is a brief up and down movement of the shade. This means you've put the shade into programming mode. LED will be solid green.

5. If you need to adjust another shade's lower limit, go back to the Before You Start section and repeat the steps for each shade.

3. Adjust your lower limit by using UP or DOWN to move your shade to your new desired lower limit.* The shade will only move while UP or DOWN is being pressed while in this adjustment mode.



4. When the shade is stopped at your new desired upper limit, press and hold "MY" for approximately 3 seconds. When the shade jogs, release the "MY" button. You have now saved your new upper limit. LED light will go out.

6. After all adjustments are complete, deactivate sleep mode. See page 13 for deactivation instructions.

Video Available

Adjusting Your Shade's Default Lower Limit (OPTIONAL)

If you would like to adjust your shade's default lower limit

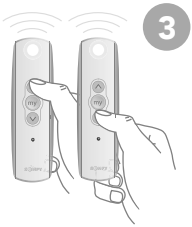
***PRODUCT SAFETY NOTE:**

- **If your shade will not lower to your desired lower limit, contact a customer service agent for assistance.**

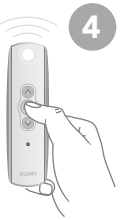
Before you start. If your remote currently operates a group of rechargeable motorized shades on the same channel, you first need to put all other shades into sleep mode to prevent unwanted adjustments. See page 13 for sleep mode instructions.

1. Briefly press DOWN and release. Allow the shade to reach its default lower limit.

2. Once the shade stops, press and hold UP and DOWN at the same time for approximately 5 seconds. When the shade jogs, release both buttons. A jog is a brief up and down movement of the shade. This means you've put the shade into programming mode. LED will blink green slowly.



3. Adjust your lower limit by using UP or DOWN to move your shade to your new desired lower limit.* The shade will only move while UP or DOWN is being pressed while in this adjustment mode.



4. When the shade is stopped at your new desired lower limit, press and hold "MY" for approximately 3 seconds. When the shade jogs, release the "MY" button. You have now saved your new upper limit. LED light will go out.

5. If you need to adjust another shade's lower limit, go back to the Before You Start section and repeat the steps for each shade.

6. After all adjustments are complete, deactivate sleep mode. See page 13 for deactivation instructions.

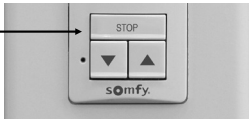
Video Available

Adjusting Your Shade's "MY" Position (OPTIONAL)

Your control has been programmed by Springs Window Fashions to control your shade. The "MY" position has been set, and you may choose to adjust this setting. When adjusting the "MY" position on your product sharing a channel, it is important to adjust each individually.

Before you start. If your remote currently operates a group of rechargeable motorized shades on the same channel, you first need to put all other shades into sleep mode to prevent unwanted adjustments. See page 13 for sleep mode instructions.

On the DecoFlex WireFree™ RTS Wall Switch, the STOP button functions and programs the same as the "MY" button.



1. Using UP or DOWN, put your shade in motion. When it reaches your desired "MY" position, press and release "MY" to stop the shade.

2. When the shade is stopped at your new desired "MY" position, press and hold "MY" for approximately 5 seconds. When the shade jogs, release the "MY" button. You have now saved your new "MY" position.

3. If you need to adjust another shade's "MY" position, go back to the Before You Start section and repeat the steps for each shade.

Video Available

4. After all adjustments are complete, deactivate sleep mode. See page 13 for deactivation instructions.

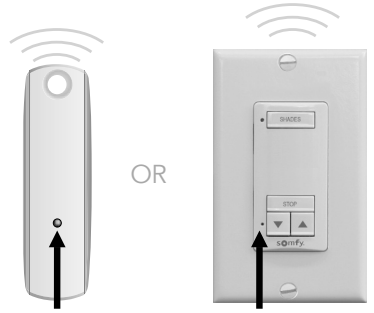
Rechargeable Motor Control Options

Adding a Control or Channel

Do not press the programming button outside of this sequence unless otherwise instructed by a Customer Service Agent.

Before you start, decide which remote you want to control the shade. If your remote currently operates a group of shades, you first need a paperclip or similar item.

Before you start. If your remote currently operates a group of rechargeable motorized shades on the same channel, you first need to put all other shades into sleep mode to prevent unwanted adjustments. See page 13 for sleep mode instructions.



1. Start with the control or channel that currently operates the shade.

2. **TO COPY:** Using a paperclip or similar item, **press and hold the programming button** (listed above) for approximately 5 seconds. When the shade jogs, release the programming button. Green LED will blink fast.

Note: If the wrong shade jogs, you have selected the wrong channel. Press the programming button you just pressed and release. The wrong shade will jog again. Select the correct channel and start again from step 1.

3. Select the new control or desired channel to add to the shade.

4. **TO PASTE:** Using a paperclip or similar item, **press and release** the **programming button** (listed above) for less than 2 seconds. The control/channel is now added to the shade's memory. Both the original and new control will operate the same shade.

5. If you need to add another control or another channel for another shade, go back to the Before You Start section and repeat the steps for each shade.

Video Available

6. After all adjustments are complete, deactivate sleep mode. See page 13 for deactivation instructions.

Deleting a Control or Channel

Before you start, decide which remote you want to remove from the shade's memory. If your remote currently operates a group of shades, you first need a paperclip or similar item.

Before you start. If your remote currently operates a group of rechargeable motorized shades on the same channel, you first need to put all other shades into sleep mode to prevent unwanted adjustments. See page 13 for sleep mode instructions.

1. Start with the control or channel that you **intend to keep** and currently operates the shade.

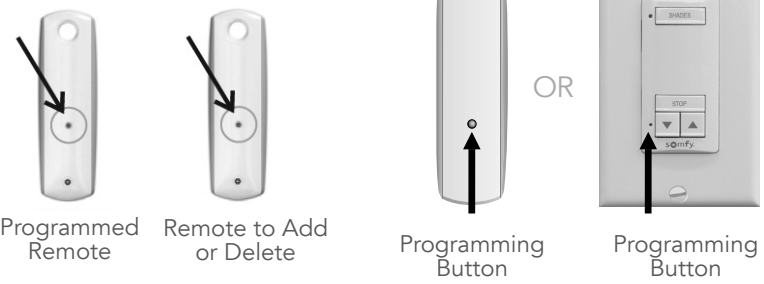
2. Using a paperclip or similar item, **press and hold the programming button** (listed below) for approximately 5 seconds. When the shade jogs, release the programming button. Green LED will blink fast.

Note: If the wrong shade jogs, you have selected the wrong channel. Press the programming button you just pressed and release. The wrong shade will jog again. Select the correct channel and start again from step 1.

3. Select the control or desired channel to delete from the shade.

4. Using a paperclip or similar item, **press and release the programming button** (seen below) for less than 2 seconds. The control/channel is removed from the shade's memory. The control/channel will not operate the shade.

5. After all adjustments are complete, deactivate sleep mode. See page 13 for deactivation instructions.



Programmed Remote | Remote to Add or Delete | Programming Button | Programming Button

Creating Group Control

NOTE: Use the programming sequence below to control multiple shades with one control, also known as "creating a group." Be sure to review and understand "Adding a Control" before moving on to this programming sequence. Call your Customer Service Agent if you need additional assistance.

Before you start. If your remote currently operates a group of rechargeable motorized shades on the same channel, you first need to put all other shades into sleep mode to prevent unwanted adjustments. See page 13 for sleep mode instructions.

Assigning Specific Channels to Shade (Multi-Channel Remotes Only)

When creating groups, it is important to program each shade individually.

1. **TO COPY:** Using a paperclip or similar item, **press and hold the programming button** for approximately 5 seconds. When the shade jogs, release the programming button.

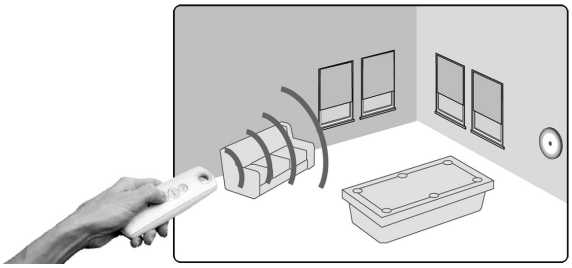
2. Select the remote or desired channel to be assigned by momentarily pressing the channel selector button on the remote.

3. **TO PASTE:** Using a paperclip or similar item, press and release the programming button for less than 2 seconds. The new remote/control is now added to the shade's memory, and both channels can be used to operate the shades.

4. After all groups are complete, deactivate sleep mode by pressing and **holding** the motor head approximatley 3 seconds, until the shade jogs once.

5. If you need to add a shade to another remote or channel, go back to the Before You Start section and repeat the steps for each shade.

Repeat steps for each shade you want to add to your group. To delete a channel, follow the "deleting a control steps" outlined on the page 18.



Group Control of Multiple Shades with the Same Control

Helpful Tips and FAQs

For video tutorials and the most up-to-date troubleshooting information, visit our Motorization Knowledge Base at www.motorization.support.

Our customer service team is available at 1-800-221-6352,
Monday through Friday from 8:30 a.m. to 7:00 p.m. Eastern.
You can also email us at motorization.support@springswindowfashions.com.

FAQ: When I activate the "MY" button, the shade does not travel to my preferred position.

- The "MY" position may need to be programmed. Please reference adjusting your shade's "MY" position found on page 7.
- The motorized shade must not be in motion when attempting to activate the "MY" position.
  > Stop shade first and then activate the "MY" button.

FAQ: My shade does not respond to my controller (remote or wall switch).

- Verify that the motor antenna is exposed and not altered, obstructed, or concealed within headrail.
- Verify that the control has power by checking that the light on the remote or wall switch illuminates when pressed. If the control no longer illuminates when pressing a button, the battery needs to be replaced.
- If using a multi-channel remote, be sure the proper channel has been selected.
- Verify that the control or wall switch is within the recommended operating range (approx. 65 feet).
- Verify that the command button (UP or DOWN) is pressed for at least 1 second.

Verify that the motor is powered.

- For battery applications — check battery connection and orientation and replace batteries if necessary. To replace batteries simply unscrew the end of the tube and remove batteries. Insert new AA batteries in the correct orientation and screw on the end of the tube.
- For plug-in transformer applications — check plug-in transformer connection, verify outlet power by using a known working outlet. Check that all cables and wires are securely connected. A volt meter can also be used to verify power at the connector. 24 volt motors: confirm that the wires are attached with the correct polarity.
- For solar power kit applications — confirm proper connection of both the solar panel and rechargeable battery tube. 10 NiMH batteries are included and in some instances the batteries may have lost charge and are not able to recover. A battery charger can be used to recharge batteries.
- Confirm LED light on motor is not blinking red before or after shade movement. If blinking red then the battery will need charged. A battery charger can be used to recharge motor.

- If LED light on motor is not blinking red — shades are shipped with radio technology deactivated to prevent damage during shipping. To activate the radio technology, simply press and release the motor head program button: the shade will jog once.

If these solutions do not resolve the issue, please contact Customer Service to assist you.

FAQ: My motorized shade does not travel to/stop at the desired upper or lower limit.

- The motorized shade's upper and/or lower limit may need to be adjusted to reach your preferred positions. Pages 5 and 6 explain how to adjust the upper and lower limits of your shade.

Product safety note: When adjusting the upper limit, over-tensioning the limit can cause damage.

FAQ: I have to hold the UP or DOWN button on the controller to operate my shade. When I release the UP or DOWN button, the shade stops.

- The motor is operating in programming mode, press and hold the "MY" button until the shade jogs.
- If your shade does not respond to holding the "MY" button, locate the programming button on your remote. Using a paperclip or similar item, press and release the programming button for less than 2 seconds. The shade will jog.

  View our online video "Resetting & Setting New Limit Positions" or call customer support to assist you with this process.

FAQ: What do the LED colors on my rechargeable motorized shade mean?

Color	Sequence	Meaning
Red	Slow Blinking (3 seconds)	Low battery; needs charging
Green	Glowing	Upper limit adjustment mode
Green	Slow Blinking	Lower (down) limit adjustment mode
Green	Fast Blinking	Adding/Deleting Controller programming mode
Green/Yellow Alternating		Speed adjustment mode
Yellow	Glowing	Roller adjustment mode
Yellow	Slow Blinking	Tilt adjustment mode

Additional Troubleshooting Support

For video tutorials and the most up-to-date troubleshooting information, visit our Motorization Knowledge Base at www.motorization.support.

Our customer service team is available at 1-800-221-6352,
Monday through Friday from 8:30 a.m. to 7:00 p.m. Eastern.
You can also email us at motorization.support@springswindowfashions.com.

For video tutorials and additional help,
visit **www.motorization.support**

Customer Service
1-800-221-6352
motorization.support@springswindowfashions.com

Copyright Somfy Systems, Inc 06/2018

95-0203-03 (08/19) 19-12263

POWERED by somfy®

SPRINGS WINDOW FASHIONS
the Best Experience Company