

## Installing a New Continuous Cord Loop

The Roll Ease clutch unit consists of a cord driven clutch on one end, which drives a fiber glass shaft that runs along the head rail of the shade. The gear wheel that engages with the cord is hidden under a removable cover - the flat surface on top in this picture.



To remove the cover, insert a screw driver under the inside end of the clutch and release the tab which is holding the cover on. Do not try to remove the cover by releasing the tab at the other end of the cover (underneath the Roll Ease sign). Only release the cover as shown in the photo and it should pop off easily.



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Now the gear wheel and the cord are exposed at the end of the clutch.



To remove the cord, simply pull the cord through between the gear wheel and the Roll Ease tab and then turn the gear wheel gently and pull the cord out.



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Once the cord is all the way out, simply remove by pulling it under the Roll Ease tab and away from the clutch. To install the new cord, simply perform the operation in reverse. First pass the cord under the Roll Ease tab:



and then engage it with the gear wheel and keep turning until the cord runs all the way around the gear wheel:



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Once the cord is installed, re-attach the cover. Do this by locating the top tab under the Roll Ease tab first:



and then gently press bottom tab back into place:

