Installation Instructions

WebbGlide™ Shade System - Plastic Valance

Important

2. Install in accordance with manufacturer’s installation instructions. Failure to do so will void the warranty.

Installation tips

1. Ensure panels and window are clean and free from dust/dirt before installation.

Recommended tools

Safety Glasses, Tape Measure, Level, Standard and Square Driver Bits, Power Drill and Drill Bits

SECTION VIEW

- WINDOW FRAME
- VALANCE SUPPORT CLIP
- MOUNTING BRACKET
- ROLLER SHADE
- PLASTIC VALANCE
- SIDE TRACK (OPTIONAL)

IPC.2118/REV.3
Installation Instructions

WebbGlide™ Shade System - Plastic Valance

Please read all instructions before installing shade.

COMPONENTS

CWV-0020
LEFT END CAP

CWV-0021
RIGHT END CAP

CWV-0020
LEFT END CAP

CWV-0021
RIGHT END CAP

CWV-0019
VALANCE

CWV-0020
LEFT END CAP

CWV-0021
RIGHT END CAP

CWV-0019
VALANCE

CWV-0020
LEFT END CAP

CWV-0021
RIGHT END CAP

CWV-0019
VALANCE

CWV-0020
LEFT END CAP

CWV-0021
RIGHT END CAP

CWV-0019
VALANCE

CWV-0020
LEFT END CAP

CWV-0021
RIGHT END CAP

CWV-0019
VALANCE

Standard Hardware Included (Square Drive Pan Head)

<table>
<thead>
<tr>
<th>Hardware Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1” Conical Plastic Anchor</td>
<td>2 ea</td>
</tr>
<tr>
<td>#10 x 1” Self Drilling Screw (SDS)</td>
<td>2 ea</td>
</tr>
<tr>
<td>#10 x 2” Self Drilling Screw (SDS)</td>
<td>1 ea</td>
</tr>
<tr>
<td>#10 x 2” Sheet Metal Screw (SMS)</td>
<td>1 ea</td>
</tr>
<tr>
<td>#8 x 1/2” Sheet Metal Screw (SMS)</td>
<td>1 ea</td>
</tr>
</tbody>
</table>

*Non-standard hardware provided by installer or ordered separately*
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EXPLODED VIEW

LEFT END CAP

SLOTTED DRIVE BRACKET

TENSION PIN

DRIVE END

#8 x 1/2" SCREW

IDLER END

HOLED IDLER BRACKET

RIGHT END CAP

VALANCE

SIDE TRACK (OPTIONAL)

END TIP (USED WITH SIDE TRACKS ONLY)

BOTTOM RAIL ASSEMBLY

JUNIPER™ Commercial Window Treatments
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Installation Hotline: 866.394.6776
Installation Instructions

WebbGlide™ Shade System - Plastic Valance

1. BRACKETS AND END CAPS

The first step is determining if you are Inside Mounting, Outside Mounting or Ceiling Mounting the shade unit. The installation method will vary.

Attach the plastic end caps and steel brackets together, following the steps in (Fig. 1). Make sure to expose the double sided tape before attaching the two together. The slotted drive bracket attaches to the left end cap and the holed idler bracket to the right end cap. Slotted drive bracket gets fastened on the left side of the window and the holed idler bracket on the right side.

Inside Mount (Fig. 2): Pre-drill mounting holes in the end cap. Take each bracket assembly and place it as far up and back toward the glass as possible. Keep the bracket in front of any handles or moldings. Use the pre-drilled holes in the end cap to mark any mounting holes that need to be pre-drilled and secure with fasteners (use two mounting holes at minimum).

Outside Mount (Fig. 3): Measure the length of the supplied valance. Add 9/16" [14.3mm] to the length, this is the width you will space the bracket assemblies from outside edge to outside edge. Use the pre-punched holes in the bracket to mark any mounting holes that need to be pre-drilled and secure with fasteners (use two mounting holes at minimum).

Ceiling Mount (Fig. 4): Measure the length of the supplied valance. Add 9/16" [14.3mm] to the length, this is the width you will space the bracket assemblies from outside edge to outside edge. Use the pre-punched holes in the bracket to mark any mounting holes that need to be pre-drilled and secure with fasteners (use two mounting holes at minimum).

Fig. 1

Step 1: Hook the top square punch on the bracket to the top snap clip on the end cap. Keep constant downward pressure as you push the bracket back to snap the bottom together.

Step 2: While snapping the bottom of the bracket and end cap together, make sure the alignment pin on the end cap remains aligned with the hole in the bracket.

Fig. 2

Fig. 3

Fig. 4
Installation Instructions

WebbGlide™ Shade System - Plastic Valance

2. SIDE TRACKS - (OPTIONAL)

If you are installing side tracks, they will be mounted in either an Inside Mount or Outside Mount style. Side tracks come with pre-attached peel and stick foam tape on one of two faces for easy installation.

Inside Mount (Fig. 5): When inside mounting, before adhering to the wall, check to ensure the tracks are the proper height. Press the track tight against the sill while keeping it vertically plumb, the top should fit into the notch on the bottom of the end cap. Trim if needed and proceed to adhere the side track to the wall. Repeat for the other side.

Outside Mount (Fig. 6): When outside mounting, the top of the track will fit snug into the notch on the bottom of the end cap. The outermost edge of the track and end cap should be flush. Making sure the track is plumb, adhere it to the wall. Repeat for the other side. Install the supplied gasket into the bottom of the track (Fig. 7). If the gasket does not fit snug, or comes out during normal use, secure it with a dab of silicone to seal it in. Make sure it sits flush with the bottom of the track.
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WebbGlide™ Shade System - Plastic Valance

3. VALANCE SUPPORT CLIPS (Fig. 8)

For windows over 36” [914mm] wide, valance support clips are added to keep the valance from sagging or deforming. Based on installation method, you may or may not need the face mount extension (Fig. 8).

If the face mount extension is needed, assemble it with the supplied truss head screw, nylon washer and locking nut as seen in (Fig. 8). Make sure assembly is tight before installing.

Inside/Ceiling Mount Install:

A. The maximum distance between each support clip is 20” [508mm]. Determine the amount of support clips needed and mark the wall where each will be located.

B. Using either a string, laser level, chalk line or similar, mark a line connecting the left and right brackets, from the face of the upper tab to the face of the opposite tab (Fig. 9).

C. Align the front lip of the support clip with the string, laser or chalk line from step 3b, mounting one at every mark from step 3a. The slotted hole allows for any minor adjustments needed if the valance doesn’t sit flush in step 6.

Face Mount Install:

D. The maximum distance between each support clip is 20” [508mm]. Determine the amount of support clips needed and mark the wall where each will be located.

E. Using either a string, laser level, chalk line or similar, mark a line connecting the left and right brackets, from the top of each where it connects to the wall (Fig. 10).

F. Align the top of the valance support clip with the string, laser or chalk line from step 3e, mounting one at every mark from step 3d.

G. The slotted hole that connects the valance support clip to the face mount extension allows for any minor adjustments needed to ensure the valance sits flush in step 6.
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4. END TIPS, SPRING ROLLER TUBE AND SHADE

If you installed side tracks, the shade will have end tips protruding from the weighted bottom rail. These end tips are spring loaded to have constant outward pressure. The end tips ride in the track to keep the shade straight and prevent swaying of the bottom rail. Press each end tip in as you slide the square end into each side track. (Fig. 11)

Unroll the shade completely, keeping the bottom rail level in the side tracks. On the left side of the roller tube you will see a square drive pin on the end and tension pin through the barrel. On the right is a sliding extender with a circular idler rod on the end.

Note: Be sure the tension pin is up while installing the roller tube, to keep it from falling out.

A. First slide the square drive pin into the left slotted drive bracket (Fig. 12), then slide the circular idler rod on the sliding extender into the right Holed Idler Bracket (Fig. 13).

B. Important: Drive a #8 x ½” pan head screw into the flat portion of wood, tight against the roller barrel (Fig. 13). This secures the roller tube between the brackets.

C. After roller tube is secured into the brackets, check to make sure the shade fabric and bottom rail are centered in the window. You can adjust this by sliding the fabric in either direction where it connects to the roller tube.

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4. END TIPS, SPRING ROLLER TUBE AND SHADE (Cont.)

D. (Fig. 14) Check to ensure shade is still fully unrolled (closed). Remove tape over tension pin in the roller. Grab the roller with one hand, turn roller away from you while pulling tension pin out with your other hand.

**TIP:** Tape tension pin into top corner of the bracket in case future tension adjustments are needed.

E. After the pin has been removed, move the shade up (open) while making sure it stays centered in the window. Shade is operated by moving bottom rail up or down.

F. Test operation of shade to see if the shade or roller tension need to be adjusted. Secondly, if the end tips make any abnormal noise during normal operation, apply a silicone or similar lubricant onto a paper towel or rag and lightly apply a small amount to just the tip. **DO NOT OVER APPLY, TOO MUCH CAN MAKE THE SHADE NOT PERFORM AS INTENDED.**

5. ROLLER TENSION

The factory adds tension when inspecting the shades, however, job site conditions are impossible to duplicate. Each shade must be tested in the window for proper tension. This is the most critical and important adjustment of the WebbGlide system. The shade should stay wherever you place the bottom rail. No upward or downward drift of the bottom rail should happen with proper tensioning of the roller tube.

If the shade and bottom rail drift upward, there is too much tension and turns must be taken off. If the shade and bottom rail drift downward, there isn’t enough tension and turns must be added on.

**Adding Tension:** (Fig. 15)
Unroll the shade completely and replace the tension pin into the roller tube. Remove the #8 x 1/2” screw installed in step 3 and carefully remove the roller tube assembly from the window while keeping the bottom rail in place. Clamp a vice grip or drill chuck to the square drive end. Holding the vice grip, remove the tension pin and slowly add 1-2 turns of tension (clockwise) to start. Reinsert the tension pin before removing the vice grip. Reinstall the roller tube following previous instructions and test the new tension. Repeat steps to add tension as needed.

**Removing Tension:** (Fig. 15)
Carefully remove the roller tube following the same instructions. With vice grip or drill chuck clamped onto square drive end, allow 1-2 turns of tension to release (counter-clockwise) to start. Reinstall the roller tube following previous instructions and test the new tension. Repeat steps to remove tension as needed.

**Note:** If all tension is accidentally lost, add 25 turns of tension as a start. Add or remove tension until the desired tension is set.
6. PLASTIC VALANCE

Once the roller tension has been properly set and all needed valance support clips are installed, the final step is to install the valance. For outside mount, the distance between the brackets should have been set to the width of the valance. For inside mount, make sure the valance is the proper size and doesn’t need to be trimmed. The valance should be 9/16" [14.3mm] less than the window opening width.

A. (Fig. 16) Start on one side only. With the shorter leg on the top and the longer leg on the bottom, slide the valance into the end cap.

B. Keeping pressure against the side already seated in the end cap, move to the opposite side. Position this side in the end cap as well. A slight outward bend/bow of the valance may be needed to allow the second side to seat into the end cap.

C. (Fig. 17a) If valance support clips were used, press the top of the valance back to engage the support clips with the top lip of the valance. Ensure the valance is flush across the whole face (Fig. 17b), adjust the valance support clip depth if needed.

D. After both ends are seated into the end caps and the top lip is secured with the support clips, center the valance so no gaps are visible on either end.

Once installation is complete, clean up working area, wipe down all exposed surfaces and make sure there are no marks/blemishes on any of the vinyl or fabric.
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