

# LEVOLOR®



## Roller Shades Remote Control Guide

Guía del control remoto  
para persianas en rollo

Guide de la télécommande pour  
stores à enroulement automatique

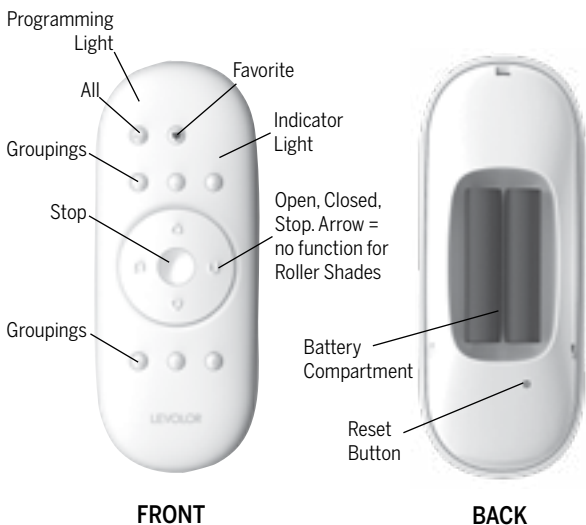
# TABLE OF CONTENTS

Thank you for purchasing a LEVOLOR® motorized window covering. This guide will help you set up and operate your new remote control and help you understand all functions and capabilities, allowing you to make the most of your new window coverings.

## Table of Contents

<b>Remote Control Buttons</b> .....	3
<b>Explanation of Functions</b> .....	4 – 5
GROUPS .....	4
FAVORITES .....	4
Travel Limit/Stops .....	5
Manual Control Button .....	5
Standard Battery Pack .....	5
Satellite Battery Pack .....	5
Remote Reset Button .....	5
<b>LEVOLOR App Overview</b> .....	6
<b>Getting Started</b> .....	7
Battery Placement .....	7
Tools Needed to Mount Remote Holder .....	7
Mounting LEVOLOR® Remote Holder .....	7
<b>Activating and Operating</b> .....	8 – 10
Join a Window Covering to a GROUP .....	8
Set a FAVORITE Position .....	8
Operating Window Coverings .....	9
Remove a Window Covering from a Group .....	10
Create a Duplicate or Second Remote .....	10
<b>Additional Programming</b> .....	11
Reset Window Covering Programming .....	11
Reset Travel Limits / Bottom Stop .....	11
Reset Remote .....	11
<b>Battery Replacement</b> .....	12
<b>Trouble Shooting</b> .....	13
<b>Radio Frequency Compliance</b> .....	14 – 15
<b>Warranty</b> .....	15

# REMOTE CONTROL BUTTONS



**FRONT**

**BACK**

Button Key	Symbol	Function	LED Light Color
All	all	Select all shade groups at once	
Groupings	1, 2, 3, 4, 5, 6	Shade Groups	Blue LED Indicator Light
Favorite	♥	Moves shade to preset favorite position	
Open	△	Shade Up & Window Uncovered	
Close	▽	Shade Down & Vanes Closed	
Stop	○	Stops Movement	
Left Arrow	↶	Tilt Down	
Right Arrow	↷	Tilt Up	
Programming Light			White LED Indicator Light

# EXPLANATION OF FUNCTIONS

**Once your remote is programmed, you will be able to operate and control the position and adjustment of your new window coverings with a touch of a button.**

By setting up GROUPS and FAVORITES you will be able to perform all functions.

## GROUPS

Joining a window covering to a GROUP is what connects a window covering to an individual remote and allows the remote to communicate with the window covering, so the window covering will follow the remote's commands.

**A window covering will not operate with the remote, unless it is assigned to a GROUP.**

Each LEVOLOR® remote offers 6 GROUP assignments, designated by buttons numbered 1, 2, 3, 4, 5, and 6 on the remote.

A GROUP can consist of a single window covering, or be comprised of multiple window coverings, assigned to that particular GROUP button. Window coverings assigned to the same GROUP, will operate at the same time, when functions are selected on the remote. There is no limit to the number of window coverings you can assign to a given GROUP.

If you want a window covering to operate independently of other window coverings, it must be added to a GROUP of its own.

A window covering can be added to more than one GROUP on the same remote (or separate remotes).

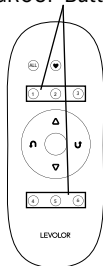
Once the window coverings have been joined to a GROUP, the remote will operate your window covering.

See page 8 "JOIN A WINDOW COVERING TO A GROUP".

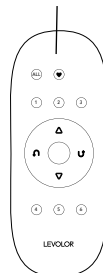
## FAVORITES

Setting FAVORITES stores a preferred position for each individual window covering, and recalls stored position when the FAVORITES button is selected. (FAVORITES button is designated by the heart ♥ symbol.) Each window covering can have ONLY ONE FAVORITE position. Upon arrival, each of your window coverings will be set to the default FAVORITE position, which is half way down. You can re-program each shade to your FAVORITE position.

GROUP Buttons



FAVORITES Button



**NOTE:** the FAVORITE position for a given window covering is stored in the window covering itself. The favorite position is always the same regardless of which GROUP or GROUPS the window covering is assigned to or which remote you use. If you set a FAVORITE with one remote on one shade, and then overwrite it with another FAVORITE position with a different remote, you will only have the FAVORITE as set by the last remote. From now on, any remotes programmed to that shade will trigger the same FAVORITE position.

See page 8 "Set a FAVORITE position".

## TRAVEL LIMIT/STOPS

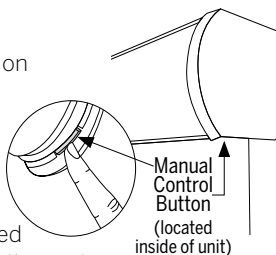
The points at the top and bottom of the window where the shade stops along its travels. By design, the window covering should travel the full length however, these limits can be reset. In addition, the bottom stop can be customized to a distance shorter than the factory set limit.

See page 11 for instructions on "RESETTING TRAVEL LIMITS".

## MANUAL CONTROL BUTTON

A manual control button is located on the motor side of the headrail.

This button is used to program the LEVOLOR® App and your remote.



Manual Control Button (located inside of unit)

## STANDARD BATTERY PACK

The standard power source provided with the LEVOLOR® motorized operating system.

The battery pack is a tube of batteries that is connected to and is installed behind the headrail to supply power to the window covering, allowing it to link and function with the remote.

## SATELLITE BATTERY PACK

An optional power source that allows the battery pack to be mounted on the top of a headrail, next to molding or under the sill. It is the best choice when the window covering is mounted in a high window, restricting access to the battery pack.

## REMOTE RESET BUTTON

A small recessed button located under the battery compartment cover on the back of the remote. This is used when creating a duplicate remote and/or resetting the remote.

# LEVOLOR® APP OVERVIEW

## LEVOLOR® APP OVERVIEW

**Unlock your shades' full potential; download the LEVOLOR App for advanced controls and easy 3 Step Set-Up Guide.**

Easily organize and control all of your motorized LEVOLOR products by pairing your remote(s) to the LEVOLOR App. The app's advanced controls allow you to adjust your window coverings, create favorite preset positions, and program your shades to run automatically on a timed schedule.

Download the app to your mobile device from the Google Play or Apple App Store. The LEVOLOR App is compatible with Android (version 5.1 or newer) and Apple iOS (version 11.0 or newer).

The app is powered by Bluetooth connectivity, which allows your iOS and Android devices to control your window coverings wirelessly over short distances. Both your mobile device and remote must be within range of your window covering(s) in order to control them using the app and to create or edit a preset schedule or Favorite.

**NOTE:** Your mobile device ONLY needs to be within range of the remote and the window covering in order to create or edit a schedule. The window covering will then automatically run according to the programmed schedule regardless of the location of your mobile device as long as the remote is within range.



## BATTERY PLACEMENT

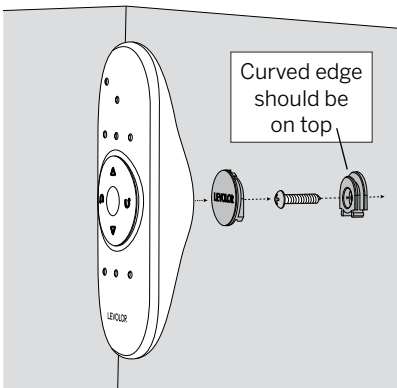
1. Remove the back cover, to expose the battery compartment.
2. Use two new AAA Alkaline batteries (provided). Slide a battery into each compartment being sure to align correct positive and negative ends and press into place.
3. Replace the back cover.

## TOOLS NEEDED TO MOUNT REMOTE HOLDER

- Power drill
- $\frac{3}{32}$ " drill bit
- Phillips screwdriver
- Pencil
- Drywall anchors, if mounted into drywall (not provided).

## MOUNTING INSTRUCTIONS

1. Choose a location to mount the remote holder.
2. Orient the remote holder on the wall. Mark screw holes.
3. If you are mounting the remote holder onto wood, use a  $\frac{3}{32}$ " drill bit to drill the screw holes.
4. Attach the remote holder to the wall using the screw provided.
5. Snap screw cover over screw.
6. Gently push the remote into the remote holder until it is snug.






**NOTE:** If you are mounting the Remote Holder onto drywall, use drywall anchors.

# ACTIVATING AND OPERATING

## JOIN A WINDOW COVERING TO A GROUP


**NOTE:** The LEVOLOR® remote will not operate a window covering until the window covering has been added to a GROUP.

1. Press and hold  STOP until the WHITE programming light on the lower left of the remote starts flashing, then release. This puts the remote in program mode.
2. Press the desired GROUP number (1, 2,3 ,4 ,5 or 6) on the remote. The BLUE GROUP indicator light above the GROUP button will flash to show it is selected.
3. With one hand press and continue to hold the manual control button located on the window covering headrail.
4. While continuing to hold down the manual control button, use your other hand to press and hold  OPEN on the remote until the window covering moves slightly to indicate it has been joined to the GROUP.
5. Release both buttons.
6. To exit program mode press and hold  STOP until the lights stop flashing.

**NOTE:** It is recommended that only similar window coverings be included in a GROUP because of differences in product features and operation.

## SET A FAVORITE POSITION

Each window covering has one FAVORITE position. Default setting is half way down. Setting a new FAVORITE position overwrites any previous setting.

1. Using the manual control button located on the window covering headrail open or close the window covering to the preferred FAVORITES position.
2. Press and hold  STOP until the WHITE programming light on the lower left of the remote starts flashing, then release. This puts the remote in program mode.
3. With one hand press and continue to hold the manual control button located on the window covering headrail.



# ACTIVATING AND OPERATING

4. While continuing to hold down the manual control button, use your other hand to press and hold ♥ FAVORITE on the remote until the window covering moves slightly to indicate it has set this window covering position as your FAVORITE.
5. Release both buttons.
6. To exit program mode press and hold ○ STOP until the lights stop flashing.




## OPERATING WINDOW COVERINGS

Once the window coverings have been joined to a GROUP or multiple GROUPS, the remote is ready to operate the window covering(s). Multiple window coverings can be operated at the same time.




1. To wake up the remote press ○ STOP. The BLUE indicator light from the last GROUP(S) selected will be highlighted and active.
2. Press ALL or GROUP 1, 2, 3, 4, 5 or 6 button(s) to select specific window covering(s) to operate. The selected GROUP(S) BLUE indicator light above the number will light to show they are selected.
3. Multiple GROUP buttons may be selected at the same time.
4. To deselect a GROUP, press the GROUP button again. The BLUE indicator light above the GROUP button will go out.
5. Press △ OPEN to open the selected window covering(s).
6. Press ▽ CLOSE to close the selected window covering(s).
7. Press ○ STOP to stop window covering movement anywhere along its travel path.
8. While the window covering is in motion, press the opposite of its motion (△ OPEN or ▽ CLOSE) to reverse direction.
9. Press ♥ FAVORITE and window covering(s) will move to your preset FAVORITE position.

# ACTIVATING AND OPERATING

## REMOVE A WINDOW COVERING FROM A GROUP

1. Press and hold  STOP until the WHITE programming light on the lower left of the remote starts flashing, then release. This puts the remote in program mode.
2. Press the desired GROUP number (1, 2,3, 4, 5, or 6) on the remote. The BLUE GROUP indicator light above the GROUP number will flash to show it is selected.
3. With one hand press and continue to hold the manual control button located on the window covering headrail.
4. While continuing to hold down the manual control button, press and hold  CLOSE on the remote until the window covering moves slightly to indicate it has been removed from the GROUP.
5. Release both buttons.
6. To exit program mode press and hold  STOP until the lights stop flashing.

## CREATING A DUPLICATE OR SECOND REMOTE

1. Remove the back cover from the new remote.
2. Using a paper clip, press and hold the recessed reset button until the BLUE GROUP indicator lights double flash followed by a triple flash, making a total of five flashes. Note there will be a delay between the double flash and the triple flash. Replace the back cover.
3. Press and hold  STOP on the original remote until the WHITE programming light on the lower left of the remote starts flashing, then release. This puts the remote in program mode.
4. With one hand press and hold ALL on the new remote.
5. While continuing to hold down the ALL button press and release  STOP on the original remote.
6. All of the BLUE GROUP indicator lights on the duplicate remote will flash twice to indicate all of the information from the original remote has been copied.
7. To exit program mode press and hold  STOP until the lights stop flashing.

**NOTE:** Without any additional programming, this remote will now operate the same set of window coverings and GROUPS as the original remote OR use the instructions on page 8 to “Join a shade to a group” to program the second remote differently from original, to control a different set of shutters and/or different GROUPS.

## RESET WINDOW COVERING PROGRAMMING

This reset erases all programming stored in the window covering, including GROUP assignments, preventing any remote from operating the window covering. Reset window covering program is used during installation to correct GROUP assignments.

**Note:** This reset does not affect travel limits.

1. Press and hold the manual control button, located on the window covering headrail. Continue to hold the manual control button until the window covering moves slightly up and down TWO times. This indicates the window covering programming has been reset.
2. Release the manual control button.
3. Refer to “Join a window covering to a GROUP” on page 8, to program the window covering to a group.

## RESET TRAVEL LIMITS

1. Press and hold the manual control button, located on the window covering headrail, until the window covering moves slightly up and down ONE time. This indicates that the limits have been reset.
2. Release the manual control button.
3. The window covering will now move on its own to set both the top and bottom motor limits. Once this process is done, the window covering will move briefly in both directions.

## RESET REMOTE




Removes any connections previously programmed between the remote and any window coverings.

- Using a paper clip, BRIEFLY press the remote reset button.

Previously paired window covering(s) will no longer operate with this remote.

# BATTERY PLACEMENT

## CUSTOMIZING BOTTOM STOP LIMIT

1. Press and hold the motor activation button on the shade, while at the same time pressing and holding the  CLOSE button on remote. The motor's LED will illuminate red and the shade will begin to lower.
2. Once the shade has stopped, use the remote to position the desired stopping point.
3. Press and hold the  STOP button on the remote until the red LED starts flashing to put the remote in program mode.
4. Press and hold the motor activation button on the shade, while at the same time pressing and holding the  CLOSE button on remote. The motor's LED will flash green and the shade will move up/down slightly.
5. Remote will automatically set to desired stopping point after 30 seconds.

## BATTERY REPLACEMENT

Replacing the batteries in the remote will not cause the loss of any window covering programming, including GROUPS and FAVORITE. The remote uses two Alkaline AAA batteries.

To replace the batteries in the remote:

1. Slide open back of battery compartment.
2. Gently lift and remove the old batteries. To remove batteries use a small screwdriver or fingernail to lift battery and remove from slot.
3. Insert new batteries, be sure to align correct positive and negative ends and press into place.
4. Align and replace the back cover onto the backside of the remote.

**NOTE:** When the window covering starts moving slowly, the batteries in the window covering battery pack may need to be replaced. More than likely the batteries in the remote are just fine.

## TROUBLE SHOOTING

<b>Problem</b>	Window covering does not operate with the remote control.
<b>Solution</b>	<p>Make sure the Indicator light on the remote control comes on when you try to operate the window shading. If the Indicator light does not come on, replace the batteries in your remote control.</p> <p><b>NOTE:</b> The window covering can still operate using the manual control button on the headrail. If the window covering doesn't operate with the manual control button, make sure it has power. If the window covering does not have power, replace the batteries on the standard battery pack or the satellite battery pack.</p>
<b>Problem</b>	The window covering does not open or close fully or has an intermediate stop that is no longer wanted.
<b>Solution</b>	Make sure the operation of the window covering is not obstructed. Reset the shading as described in "Reset Window Covering Programming" on page 13.

## U.S. RADIO FREQUENCY FCC COMPLIANCE STATEMENT

### U.S. Radio Frequency FCC Compliance

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

- (1) This device may not cause harmful interference, and
- (2) This device must accept any interference received, including interference that may cause undesired operation.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

## INDUSTRY CANADA

Under Industry Canada regulations, this radio transmitter may only operate using an antenna of a type and maximum (or lesser) gain approved for the transmitter by Industry Canada. To reduce potential radio interference to other users, the antenna type and its gain should be so chosen that the equivalent isotropically radiated power (e.i.r.p.) is not more than that necessary for successful communication.

This device complies with Industry Canada license-exempt RSS standard(s). Operation is subject to the following two conditions:

- (1) this device may not cause interference, and
- (2) this device must accept any interference, including interference that may cause undesired operation of the device.

### Class B Digital Device Notice

This Class B digital apparatus complies with Canadian ICES-003, RSS-Gen and RSS-210.

## WARRANTY

For warranty information visit [LEVOLOR.com](http://LEVOLOR.com) or contact customer service at 1-800-538-6567

