Hemtack

ENGINEERING CHANGE ORDER

REQUEST DATE	9/19/2024	REQUESTED BY	H.AMEZQUITA	REQUESTED RELEASE DATE	9/26/2024	**ECO #**	**ECO-00156**

AFFECTED PRODUCT LINES	AOK MOTORIZED PRODUCTS
REASON FOR CHANGE	OBSOLETE INSTRUCTION SHEET
DESCRIPTION OF CHANGE	MAKE OBSOLETE - QUICK START PROGRAMMING GUIDE
COST IMPACT	N/A

DOCUMENT / PART NUMBER	OLD REV	NEW REV	DOCUMENT/ PART DESCRIPTION	CHANGE DESCRIPTION	FORM, FIT, OR FUNCTION AFFECTED Yes, or No	PART DISPOSITION (USE AS IS) (REWORK) (SCRAP) (OBSOLETE) (RETURN TO VENDOR) (OTHER)
MEIN0291	1	-	INSTR SHEET, QUICK START GUIDE MOTOR PROG, ENG	MAKE OBSOLETE	NO	SCRAP

ADDITIONAL INFORMATION	

AFFECTED DOCUMENTS / PROCESSES (CHECK ALL THAT APPLY)

BOM / CONFIG	☐	PRODUCT / PART SPEC	☒	QC CHECKLIST	☒	PART DRAWING	☐	ASSEMBLY DRAWING	☐	INSTR SHEET	☒	PROCESS VISUAL AIDS	☒	WORK INSTRUCTIONS	☒

ECO APPROVALS ROUTING

APPROVER	APPROVAL REQUIRED	APPROVER NAME	APPROVAL STATUS	APPROVED ON	NOTES
PHASE II MANAGEMENT (US - DL)	☒	T. DAVIDSON	APPROVED	09/19/2024	
PHASE II PROD DEV (US - NY)	☒	L. HUNT	APPROVED	09/19/2024	
MANAGEMENT (MX)	☒	L. MONTEJO	APPROVED	09/19/2024	
QC / ENG (MX)	☒	H. AMEZQUITA	APPROVED	09/19/2024	
IT (MX)	☒	E. CASTELLANOS	APPROVED	09/19/2024	
PRODUCTION (MX)	☐				
MATERIALS (MX)	☐				

ACTIONS REQUIRED

BOM / CONFIG	☐	WILL BE MODIFIED BY IT (MX)
PRODUCT / PART SPEC	☒	WILL BE MODIFIED QC / ENG (MX)
QC CHECKLIST	☒	WILL BE MODIFIED QC / ENG (MX)

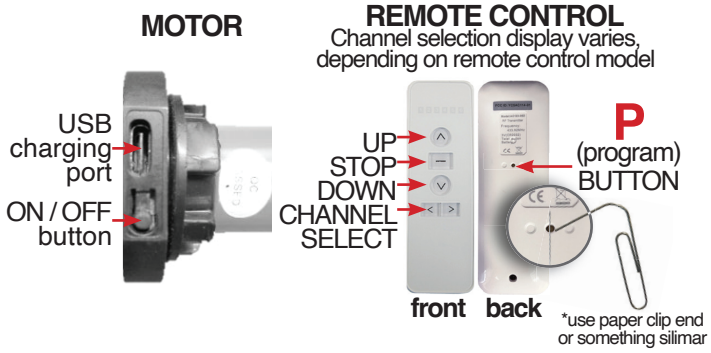
PART DRAWING	☐	WILL BE MODIFIED QC / ENG (MX)
ASSEMBLY DRAWING	☐	WILL BE MODIFIED QC / ENG (MX)
INSTR SHEET	☒	WILL BE MODIFIED PHASE II (USA)
PROCESS VISUAL AIDS	☒	WILL BE MODIFIED QC / ENG (MX)
WORK INSTRUCTIONS	☒	WILL BE MODIFIED QC / ENG (MX)

PICTURES, DRAWINGS, ETC.

MOTOR PROGRAMMING QUICK START GUIDE

NOTE: THE SHADES' MOTORS ARE PARTIALLY CHARGED TO ENABLE PROGRAMMING. ADDITIONAL CHARGING REQUIRED AS FINAL STEP.

Get familiar with your new motor and remote control



STEP 1

Select a CHANNEL on the remote control

CHANNEL < >

STEP 2

POWER ON motor and link your remote control

Press and hold the **ON/OFF** button on the motor for 2 seconds. Release after the red LED flashes once. Your shades' motor is now on.

Press and hold the **ON/OFF** button on the motor AGAIN for 2 seconds. Release after the shade jogs once.

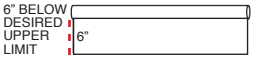
Press the **UP** button on your remote control. The motor will jog once as confirmation. Your remote is now linked.

Click QR CODE for video Instructions

STEP 3

Set UPPER LIMIT (when shade is fully raised)

Press and hold the **DOWN** button for 2 seconds to lower shade 6" below desired upper limit then **STOP** button



Press **P** button once and hold for 2 seconds. The shade will jog once as "program mode" confirmation.

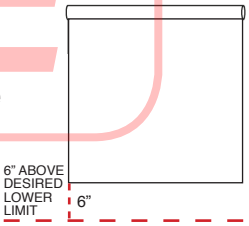
Press and hold the **UP** button for 2 seconds to raise shade then **STOP** button at desired upper limit

Press **P** button once and hold for 2 seconds. The shade will jog once as "set mode" confirmation.

STEP 4

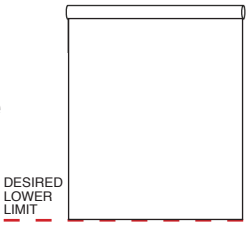
Set LOWER LIMIT (when shade is fully lowered)

Press and hold the **DOWN** button for 2 seconds to lower shade then **STOP** button 6" above desired lower limit



Press **P** button once and hold for 2 seconds. The shade will jog once as "program mode" confirmation.

Press and hold the **DOWN** button for 2 seconds to lower shade then **STOP** button at desired lower limit



Press **P** button once and hold for 2 seconds. The shade will jog once as "set mode" confirmation.

FINAL STEP

CHARGE each motor 8 hours to fully charge battery

Congratulations! You have programmed your new motorized shade.

OBSOLETE

See the detailed instructions (included with your shade) for additional programming & operating options; for example, setting an intermediate limit, adjusting or erasing limits, programming multiple shades on a single channel, etc.