

# BASIC PROGRAMMING INSTRUCTIONS

Motors are shipped in FACTORY MODE without limit settings and are not assigned to any controls. These are very basic instructions that will allow you to program and set up an RTS motor. If you are looking for more advanced instruction or for instructions about specific motor accessories other than those mentioned here, please contact WT Shade Customer Service.

**WT Shade Customer Service:**  
**(877) 294-3580**  
Monday - Friday  
8:30AM - 5:00PM

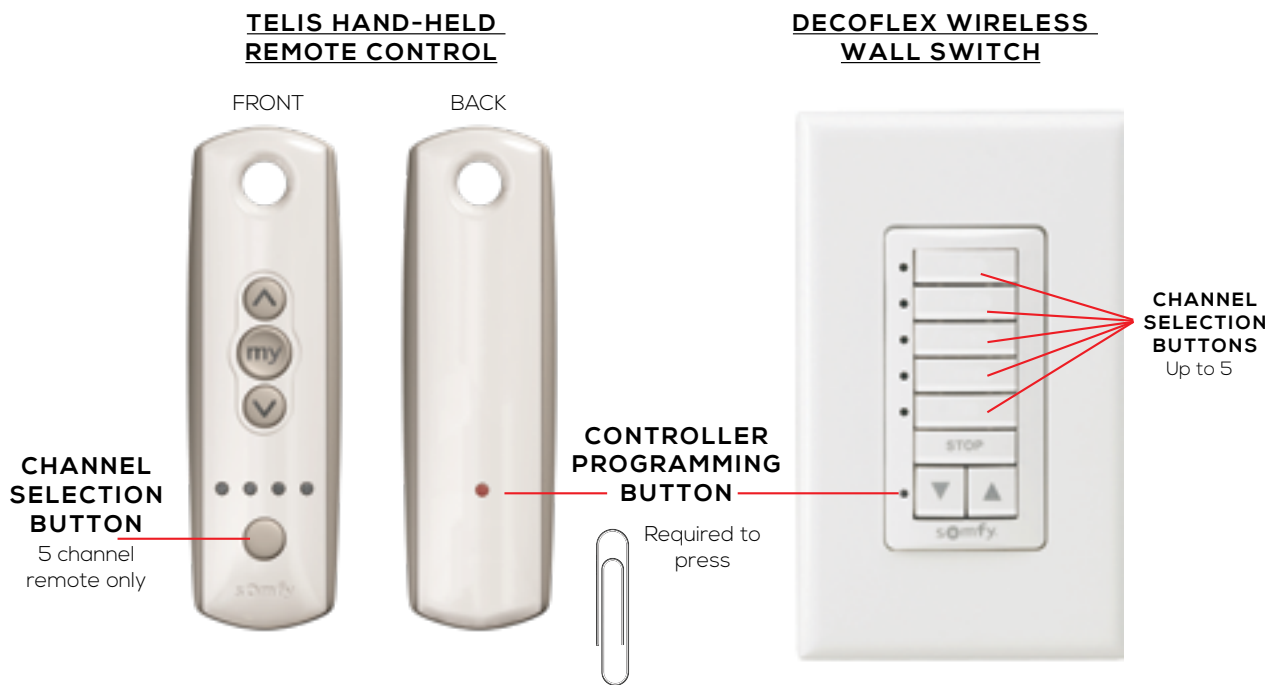
**Follow these instructions for:**



## Before you Begin

**Shades MUST be installed in brackets and connected to power prior to these steps.** Do not attempt to program a motor that is laying on a table or is not inserted into a tube. Power must ONLY be connected to the RTS window covering being programmed. **All other window coverings must be disconnected from their respective power or put into sleep mode (ST30 Wirefree only) while programming.**

While programming, motor should not be inactive for longer than 2 minutes or it will exit PROGRAMMING MODE.



### Tools you will need to provide:

- A remote control or wall switch
- A paper clip

For more advanced instructions than those given here, visit <https://WTShade.com/document-library/> to download the RTS Pocket Programming Guide.

## SETTING MOTOR LIMITS

1. Use the **Channel Selector Button** to select one channel which will control the shade. You may add the shade to additional channels later.
2. PRESS and HOLD ▲ and ▼ at the same time until the shade jogs.
3. Check the direction of the motor: When you PRESS AND HOLD ▼ the shade should roll down. If it does not, you must reverse the motor direction. PRESS and HOLD **MY/STOP** until shade jogs.
4. Set the upper limit: Using the ▲, ▼, and **MY/STOP** buttons, bring the shade to the desired upper most limit (with the shade rolled all the way up). PRESS and HOLD ▼ and **MY/STOP** at the same time until the shade begins to move.
5. Set the bottom limit: Using the ▲, ▼, and **MY/STOP** buttons, bring the shade to the desired bottom most limit (with the shade unrolled all the way up). PRESS and HOLD ▲ and **MY/STOP** at the same time until the shade begins to move.
6. Confirm Limits: PRESS and HOLD **MY/STOP** until the shade jogs.
7. Complete Programming: PRESS and HOLD (For ST30 Wirefree only: TAP) the **Controller Programming Button** until shade jogs.
8. If you have more motors to program: Disconnect this motor from power and power up the next motor. Repeat these steps for all motors.

### **PRO TIP**

A “jog” is a brief up and down motion, like a nod.

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If you must PRESS and HOLD ▲ or ▼ for the motor to move it is still in PROGRAMMING MODE. To put the motor into USER MODE, PRESS and HOLD the **Programming Button** until shade jogs.

## ADJUSTING MOTOR LIMITS

**NOTE: ONLY ADJUST ONE MOTOR AT A TIME.** If more than one motor exists on a channel, you must power off the other motors on the channel.

1. Use the **Channel Selector Button** to select a channel that controls the shade you wish to adjust.
2. TAP ▲ or ▼ and allow the shade to stop at the current limit you wish to adjust.
3. PRESS and HOLD ▲ and ▼ at the same time until the shade jogs.
4. Using the ▲, ▼, and **MY/STOP** buttons, bring the shade to new position for the limit.
5. PRESS and HOLD **MY/STOP** to set the new position.
6. If you have more motors to adjust: Disconnect this motor from power and power up the next motor. Repeat these steps for all motors you wish to adjust.

## ADDING MOTORS TO OTHER CHANNELS OR DEVICES

**NOTE:** When copying and pasting motors to other channels or other control devices, it is important to note that ALL motors on the channel will copy and paste IF CONNECTED TO POWER. If you only want to copy or paste one motor from a channel, you must power off the other motors on that channel.

1. Use the **Channel Selector Button** to select the channel that contains the motor or motors you want to “copy”.
2. PRESS and HOLD the **Controller Programming Button** until shade jogs.
3. Use the **Channel Selector Button** (on the same device or a new device) to select the channel you wish to “paste” the programming onto.
4. PRESS and HOLD (For ST30 Wirefree only: TAP) the **Controller Programming Button** until shade jogs.
5. Repeat steps 1-4 for each channel you wish to duplicate elsewhere.

### **To create an ALL Channel:**

Follow steps 1-4 for each motor, ensuring that each motor is powered individually while copy/pasting. Select the same channel in step 3 for each motor. When all motors are powered back on, they will all be able to be controlled from this channel.

### **Copying from the motor itself (Low Voltage only):**

If you have lost a controller, or wish to isolate a specific motor that is only included in a group channel, you can copy the motor directly by pressing the **Motor Programming Button** located on the motor head, for one jog, then follow steps 3-4 above to place it on a new channel.

### **To remove shade from a device or channel**

To remove a shade, using the steps above isolate the shade onto a new channel other than the one you wish to delete it from. Copy this new channel and paste it BACK onto the channel you wish to remove it from. Pasting identical programming back onto itself will delete it.

## SET/RESET INTERMEDIATE POSITION

1. Use the **Channel Selector Button** to select the channel that contains the motor or motors you wish to set an intermediate position for.
2. TAP ▲, ▼, and **MY/STOP** to bring the shade to the desired intermediate position.
3. PRESS and HOLD **MY/STOP** to set the new position.
4. Repeat these steps to reset the intermediate position as many times as desired.

**NOTE:** The intermediate position is stored in the motor and will be the set intermediate position for every channel it is programmed to.

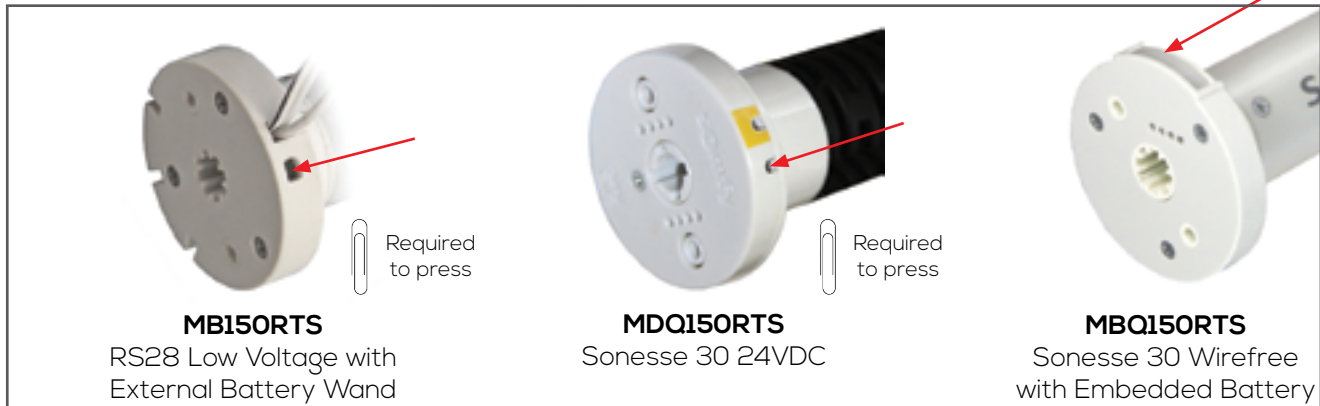
## RESETTING MOTORS TO FACTORY DEFAULT

Sometimes it's best to just start from scratch. Motor resetting varies from model to model. If you are not certain which motor you have, you can check the label located on the motor tube.

### **For Low Voltage Motors:**

1. Locate the **Motor Programming Button** on the head of the motor (See Below).
2. PRESS and HOLD the **Motor Programming Button** until shade jogs 3 times consecutively.

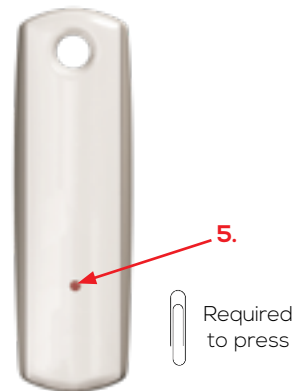
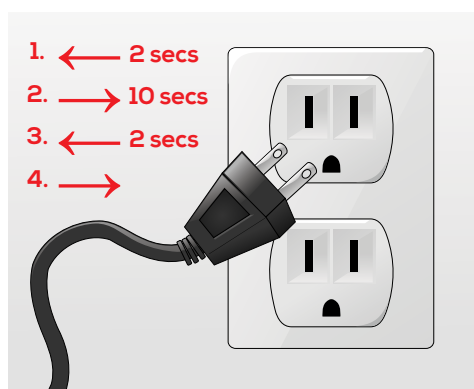
### Motor Programming Buttons for Low Voltage Motors



### **For Line Voltage Motors (Double Power Cut):**

**NOTE: You must be able to access both the power connection and a controller in order to properly reset the motor.**

1. DISCONNECT the motor from power (unplug) for 2 seconds.
2. RECONNECT the motor to power (plug in) for 10 seconds.
3. DISCONNECT the motor from power (unplug) for 2 seconds.
4. RECONNECT the motor to power (plug in). Motor will begin to move.
5. When the shade stops moving, PRESS and HOLD the **Controller Programming Button on any controller** until shade jogs 2 times consecutively.



## SLEEP MODE (ST 30 WIREFREE ONLY)

1. PRESS and HOLD the **Motor Programming Button** (located on the head of the motor) until shade jogs.
2. Briefly TAP the **Motor Programming Button**. The shade will jog twice indicating it has entered sleep mode.

To Awaken Motor:

1. Briefly TAP the **Motor Programming Button**. The shade will jog once to indicate it is now active.

