

## **100 SERIES TRACK**

Operation of any manual or motorized equipment should be accomplished only by trained personnel. Operating personnel should be familiar with the systems installed, their operation, and suggested maintenance intervals. In order to prevent potential damage to equipment and/or injury to personnel these instructions must be understood and followed. If any doubt exists as to the correct operation or maintenance of this equipment, questions should be directed to the stage equipment contractor who installed your system, or the curtain track manufacturer, H & H Specialties Inc.

Training, experience, and common sense are integral parts of operating a theatrical curtain track system.

### **GENERAL SUMMARY OF OPERATION:**

1. Know your system. Become familiar with the look, feel, and sound of the system and its components. Use all of your senses and become aware of your equipment and the surroundings.
2. Know the capacity of the system. Become familiar with the capabilities and limitations of all the components and the systems in general.
3. Use common sense during the operation of the systems. A noisy or hard pulling curtain track indicates a problem. If something doesn't look or feel right, it probably isn't.
4. Perform regularly scheduled inspection and maintenance procedures on the curtain track system. A curtain track system is a machine and must be treated as such.
5. Follow appropriate and safe practices when operating any equipment installed in the theatre. Don't become overconfident.

### **MANUALLY OPERATED CURTAIN TRACK SYSTEM**

Operation of the curtain track is a simple procedure. *Operating lines stage left:* To open the curtain, pull down on the downstage operating line. To close the curtain, pull down on the opposite operating line. *Operating lines stage right:* To open the curtain, pull down on the upstage operating line. To close the curtain, pull down on the opposite operating line. The stage track is equipped with an end stop/cord support at the center overlap to stop travel of the curtain in the "CLOSE" position. When opening the curtain, the single carriers stack against the end pulleys on each side as the curtain is opened. Speed at which the curtain may be opened or closed is dependent on weight of curtain and the ability of the operator to motivate it in the direction required.

## **MOTORIZED CURTAIN TRACK SYSTEM**

Operation of the motorized curtain track is a simple procedure. Normally a three-button control station is provided to operate the curtain machine. The functions are "OPEN," "CLOSE," and "STOP." In some cases, curtain machine operation may be integrated into push-button panels that control multiple machines or PLC's that control the curtain machines and other machinery within the theatre. Refer to curtain machine manual for specific instructions regarding their use.

The curtain track is equipped with an end stop at the center overlap to stop travel of the curtain in the "CLOSE" position. The limit switch must be adjusted so that the master carrier does not strike the end stop during travel. When opening the curtain, the single carriers stack against the double end pulley as the curtain is opened. The limit switch must be adjusted so that carriers are loosely spaced at the stacking end. Speed at which the curtain may be opened or closed is dependent on the curtain machine furnished.

### **100 SERIES TRACK - MAINTENANCE INSTRUCTIONS**

Periodic, regularly scheduled maintenance inspections are necessary for any mechanical system. A theatrical curtain track system is no different. It has components that must be regularly inspected, adjusted, maintained, and replaced. In order to keep your system safe and in good working order, a regular inspection and maintenance program must be implemented.

The best way to maintain your theatrical curtain track system is by regular use. Each mechanical device should be cycled a minimum of once each week. This will keep the grease properly distributed in the bearings and allow the inspector to regularly check for unusual noise or drag in the system. Plan a few minutes each week during a quiet period to operate each device. Listen for unusual noise and determine the source if it appears. Do not allow any item to be operated or used if there is any question as to its safety or integrity. Accidents and injuries can be the result. Most accidents are the result of lack of training, complacency, and overconfidence. Do not assume anything.

Follow the schedule outlined below as a minimum maintenance program. Once the operating personnel has had an opportunity to work with the system during the first year, additional procedures may be added or adjusted as is necessary depending on your facility requirements.

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### MAINTENANCE SCHEDULE

item	not req'd	weekly	6 months	12 months	24 months	48 months
Operate curtain tracks		X				
Listen for unusual carrier noise			X			
Check that curtain tracks are operating smoothly				X		
Inspect condition of operating line				X		
Inspect operating line tension				X		
Listen for unusual pulley noise				X		
Inspect master carriers & cord clamps				X		
Inspect curtain to carrier attachments				X		
Inspect track splices for alignment				X		
Inspect track channel for debris & remove if req'd				X		
Inspect connections of track to building structure				X		

The above maintenance schedule is suggested for normal operating conditions. Above average use or location of curtain track in places of high humidity, dust, extreme temperature changes, etc. may require shorter intervals.

*Maintenance and operating instructions for curtain machine used with these tracks is provided with the curtain machine.*

*For maintenance instructions on curtains hung from these tracks, refer to information provided by curtain fabricator.*