

ASSEMBLY INSTRUCTIONS KODA 12,16, & 20

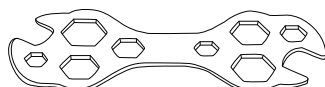
WARNING: Serious injuries and even death can occur if the proper safety precautions are not followed.

TOOLS NEEDED (Included)



x3

4,5,6 mm Hex Wrench



x1

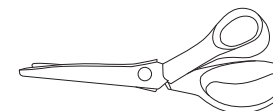
10-function multi-tool

TOOLS NEEDED (Not Included)



x1

Phillips Screwdriver

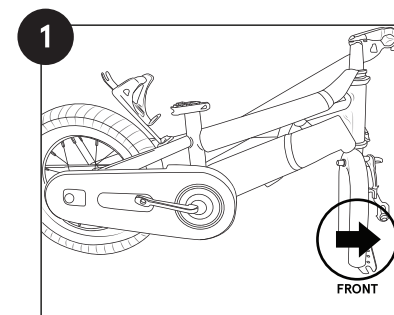


x1

Scissors

1 UNPACKING YOUR BIKE

1. Cut the shipping straps on the outside of the box.
2. Remove the box staples to prevent any cuts that can occur while you're unpacking your bike. Lift bike out by frame and rear wheel.
3. **IMPORTANT:** Rotate the fork (looks like a wishbone) so that it is facing forward of the bike (**Fig. 1**). Place the bike on the ground, so it's standing upright on the fork dropouts and rear tire.
4. Cut all of the packing zip ties.
5. Separate the front wheel from the bike by carefully slipping it away from the crank arm, which is resting within the spokes.
6. Remove the accessory box and set it aside.
7. Examine your new bike for any visible damage that may have occurred during shipping.



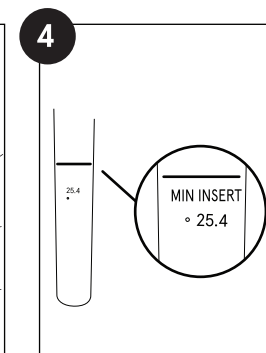
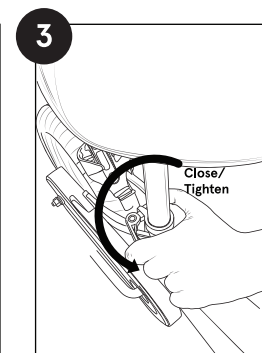
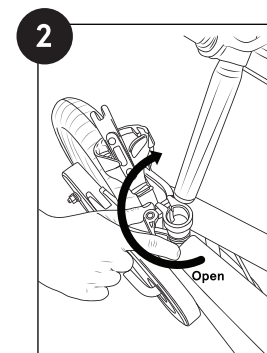
Special Note: For tightening all fasteners, please refer to Appendix D in the back of your owner's manual for all fastener torque specifications.

2 SADDLE/SEAT POST

1. The seat post will come attached to the saddle from the factory. Pull the quick release lever attached to the top of the frame seat tube outwards. Insert the seat post/saddle assembly into the seat tube of the frame to at least the minimum insertion line of the seat post (**Fig. 2**). Adjust the seat to your desired height.
2. Once you have adjusted the seat post to your desired height, lock it in place by closing the quick release lever against the clamp (**Fig. 3**).
*The lever should require some force to close. If it closes too easily and does not hold the seat post in place, or if the effort to close the clamp is too great, adjust the clamping force by loosening or tightening the adjusting nut on the side opposite the lever.

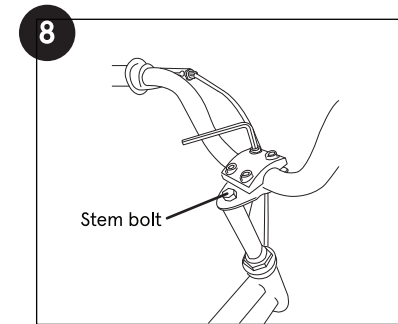
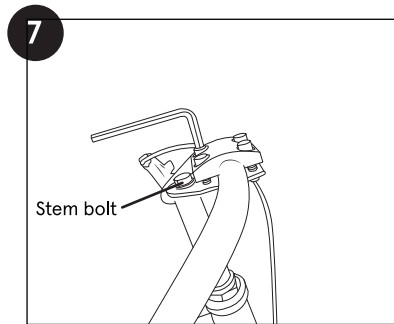
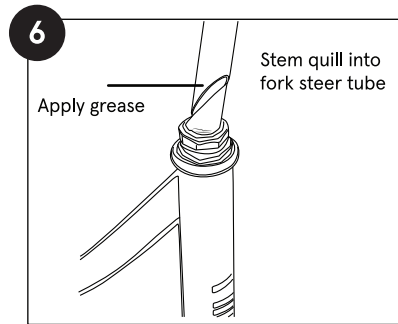
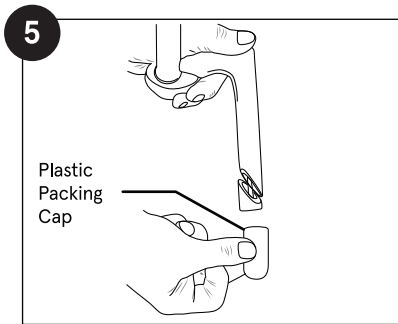
⚠ WARNING!

When the seat is adjusted properly, you should NEVER see the minimum insertion line. Do NOT operate bike if minimum insertion line is viewable on the seat post (**Fig. 4**).



3 HANDLEBAR/STEM

1. The stem is secured to the handlebar from the factory.
2. Remove the plastic packing cap from the bottom of the stem (**Fig. 5**). Loosening the stem bolt at the top of the stem 1-2 turns may help.
RECOMMENDED: apply a thin layer of grease to the end of the stem shaft and around wedge.
3. Untwist the handlebar/stem assembly and front brake cable and insert the quill (wedge) end of the stem into the fork steer tube (**Fig. 6**). You may have to loosen the bolt and wedge a small amount to allow the quill to fit into the steer tube.
4. Make sure the fork is facing forward (**Fig. 1**) and the handlebars facing forward and lined up with the fork dropouts.
5. Adjust the height of the stem to your desired level and tighten the stem bolt. You can make final adjustments to the height of the stem after the bike is assembled (**Fig. 9**).
6. Using a hex key wrench, loosen the 4 bolts on the top of the stem handlebar clamp (**Fig. 7**).
7. Lift/rotate the handlebar to desired position. Make sure the handlebar is centered in the clamp. Tighten the 4 stem bolts. Tighten each bolt a little at a time to ensure even pressure on all four corners using a cross pattern (**Fig.8**).



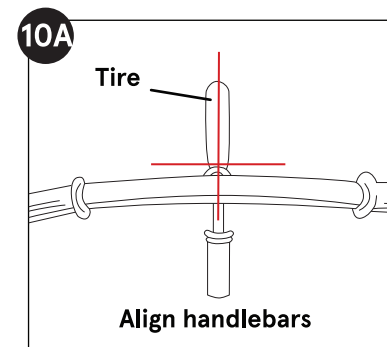
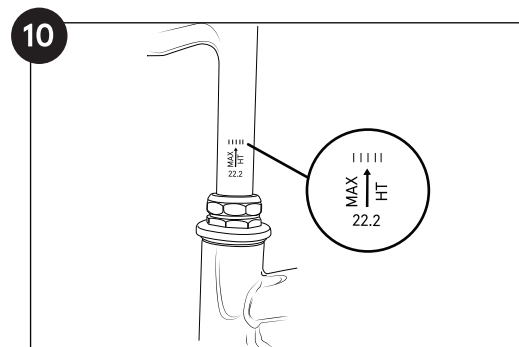
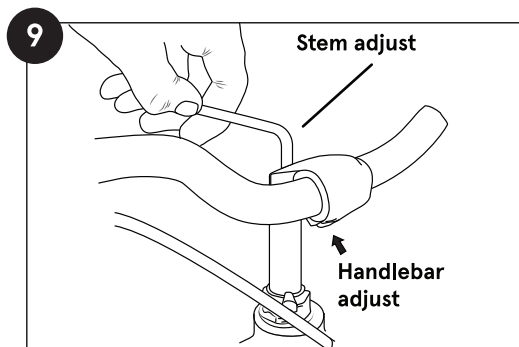
HANDLEBAR CENTER DIRECTION

1. Make sure the front fork is facing forward (**Fig. 1**).
2. You may have to loosen the Stem Bolt a few turns (**Fig. 9**).
3. Align the stem/handlebars with the centerline of the front wheel/tire and fork dropouts – tighten securely (**Fig. 10A**).

NOTE: Be sure that the minimum insertion mark on the shaft of the stem is inside the frame. Do NOT operate the bike if it is visible (**Fig. 10**).

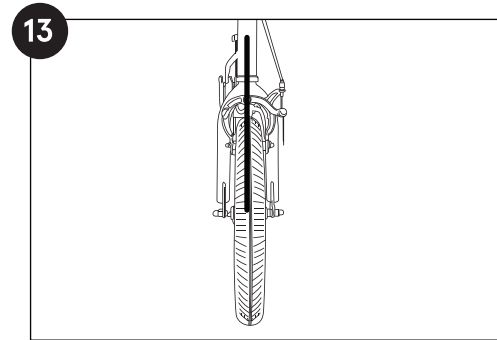
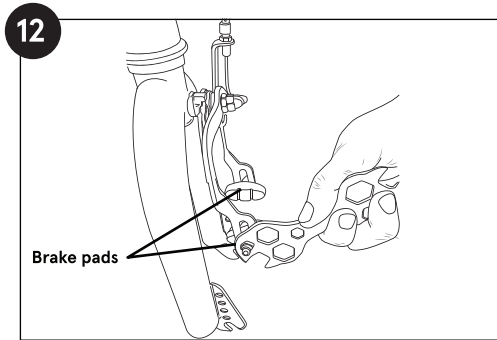
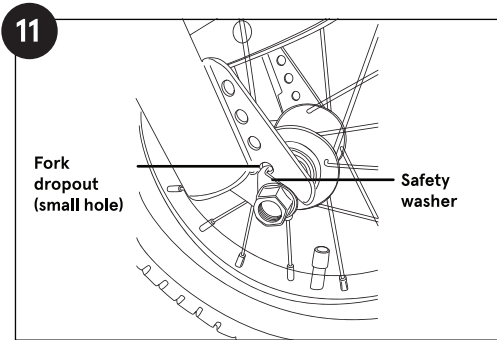
⚠ WARNING!

Adjusting (or installing) the stem with the minimum insertion mark showing outside of the frame could create a dangerous condition causing the stem to break causing the rider to lose control resulting in serious injuries to the rider.



4 FRONT WHEEL

1. Remove the plastic shipping protector from the fork dropouts and plastic axle protector(s).
2. Loosen the axle nuts on the front wheel and insert the front wheel into the fork dropouts. Insert the tab of the safety washers into the small holes on the outside of the fork dropouts (**Fig. 11**).
3. **NOTE:** You may have to loosen or remove one brake pad to fit the wheel in the front fork (**Fig. 12**). When tightening or reinstalling, make sure the brake pad is aligned with the curve of the rim and the pad contacts the rim surface flat and evenly.
4. Inspect the wheel to make sure it is centered in the fork (**Fig. 13**). Tighten each axle nut a little at a time with a 15mm wrench, alternating between sides, until each axle nut is properly tightened.



5 PEDALS

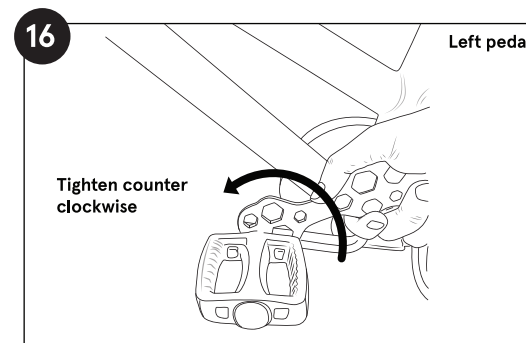
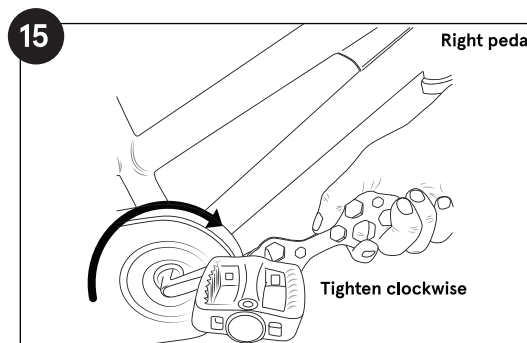
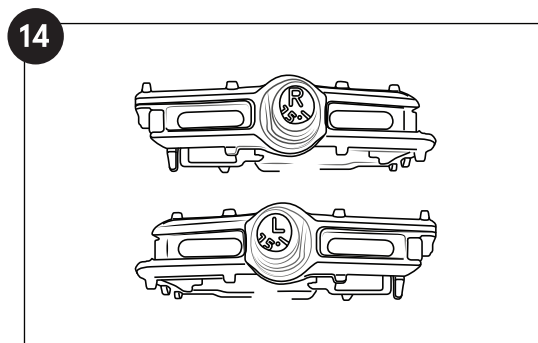
Right Pedal

1. Locate the pedal stamped "R" on the end of the spindle (this is the RIGHT pedal) (**Fig. 14**).
2. **RECOMMENDED:** Apply a thin layer of grease to the pedal threads prior to installation. Carefully insert the Right pedal into the Right side crank arm (the side with the chain) and thread it clockwise (**Fig. 15**). You should be able to thread the pedal in part of the way by hand with minor resistance. If it seems difficult and binds, stop, remove the pedal, realign the threads and try again. Be sure you are turning the right pedal axle in a clockwise direction!
3. Tighten the pedal with a 15 mm or adjustable wrench until the pedal is securely attached to the crank arm. The pedals need to be tightened with a considerable amount of force so that they do not come loose.

Left Pedal

1. Locate the pedal stamped "L" on the end of the spindle (this is the LEFT pedal) (**Fig. 14**).
 2. **RECOMMENDED:** Apply a thin layer of grease to the pedal threads and insert your Left pedal into the Left side crank arm.
- IMPORTANT:** Thread it counterclockwise and tighten with a 15 mm or adjustable wrench following the instructions in step #3 above (**Fig. 16**).

NOTE: Be sure to tighten both pedals with an adjustable wrench or 15mm open-end wrench to the recommended torque specification otherwise they will unscrew while riding. This can cause an unsafe condition for the rider and damage the threads in the crank.



6 BRAKE

Coaster Brake - Rear

Kodas are equipped with a foot-operated rear coaster brake. No adjustment is required. Simply push/pedal backward on the pedals to activate the brake.

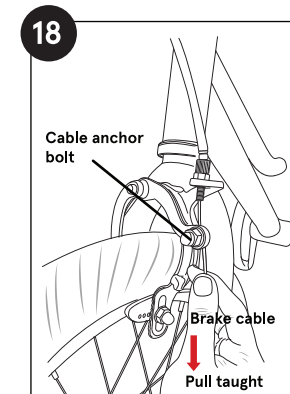
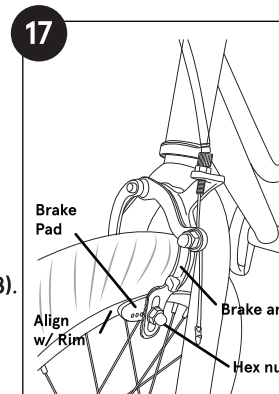
Sidepull Brake - Front

Kodas are equipped with a front, hand-operated side-pull brake. This brake is installed and adjusted from the factory. If adjustment is necessary please follow steps below:

FRONT BRAKE ADJUSTMENT

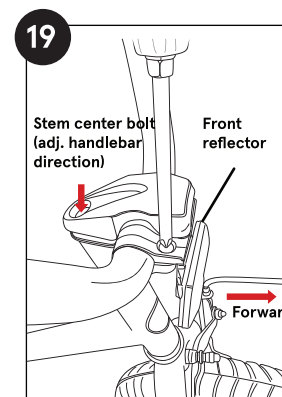
1. Be sure that the brake pads are aligned with the curve of the rim and that they contact the rim surface flat and evenly (**Fig. 17**). The brake pad angle and height can be adjusted by loosening the hex nut that attaches the brake pad to the brake arm.
2. Loosen the brake cable anchor at the brake arm held by a hex bolt. This will allow the brake cable to freely glide through its anchor (**Fig. 18**).
3. Squeeze the brake arms/pads together until the brake pads contact the rim surface. Pull the cable taught through its anchor and tighten the cable anchor bolt (**Fig. 18**).
4. Squeeze the brake lever firmly several times to take the stretch out of the cable and make sure that it does not slip through its anchor. If the cable tension is too tight to allow the wheel to spin freely, loosen the anchor bolt and give the cable some slack. If the cable has too much slack and you cannot apply enough stopping force to the rim, repeat procedure #3 to take the slack out of the cable.
5. Be sure that the brake arms are evenly spaced from the wheel and there is some clearance between the brake pads and the rim surface.

NOTE: We highly recommend taking your bike to a local bike shop and having your brakes set-up by a professional mechanic.



7 REFLECTORS

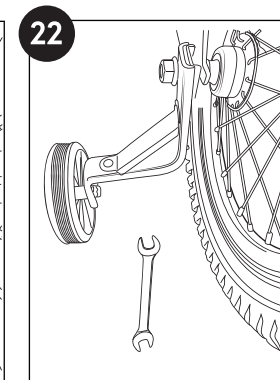
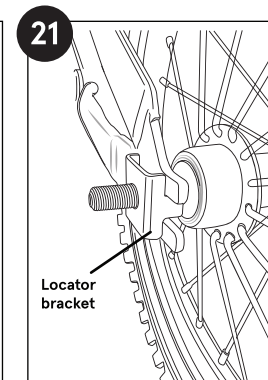
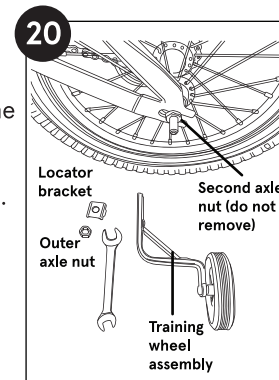
Included front, rear, and wheel reflectors should already be installed on Koda. Front Reflector (white): Reflector may need to be positioned forward before further tightening the bracket (**Fig. 19**).



8 TRAINING WHEELS (OPTIONAL INSTALLATION)

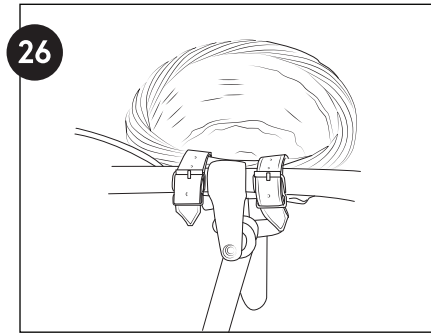
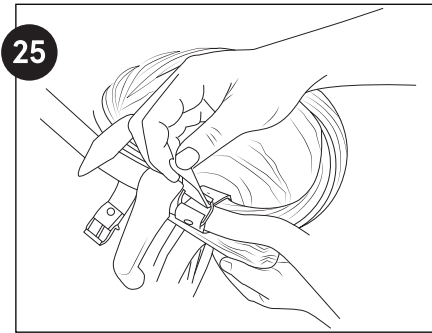
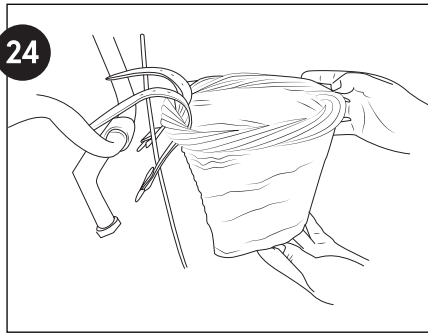
Koda 12 & Koda 16 are packaged with training wheels. The wheels are installed on the mounting brackets from the factory. Install one side at a time. Use Multi-Wrench or 15mm open/box wrench.

1. Remove the outer 15mm axle nut, one each, left & right. Remove the outer nuts only (**Fig. 20**). The second axle nuts secure the wheel to the frame and are installed & adjusted from the factory. Install locator bracket (**Fig. 21**).
2. Install Training Wheel Assembly, reinstall axle nut to secure (**Fig. 22**).
3. Repeat steps on the other side.



9 FRONT BASKET

1. Loop the mounting straps into the basket slots from the bottom inward and over the basket rim (Fig. 24).
2. Loop over the handlebar on each side of the stem – pull tight and buckle-up same as any waist belt (Fig. 25).
3. Tuck the strap ends into the keeper loop (Fig. 26).



10 TIRES

1. Locate the tire manufacturer's recommended inflation pressure found on the tire sidewall (listed as "PSI").
2. Using a hand or floor pump with a gauge, begin to inflate the tire to half its recommended inflation pressure. Check to see that the tire is properly seated on the rim. Be sure to inspect both sides of the tire for proper fit.
3. If the tire is seated unevenly or bulges out along the rim, let some air out of the tire and reposition the tire by hand so that it sits evenly on the rim.
4. Continue to inflate the tire to the manufacturer's recommended pressure.
Do NOT exceed the recommended pressure as this will cause an unsafe condition potentially causing the tire to unexpectedly explode.
Do NOT use a compressed air device to inflate your tires. The rapid inflation of the tire can cause it to blow off the rim.

NOTE: Tires and tubes are not warranted against damage caused by over-inflation or punctures from road hazards.

SERIAL NUMBERS & CPSC TRACKING NUMBER

It is important you locate and record the Serial Number and CPSC Tracking Number of your bicycle in case of a recall or if the bicycle is stolen. The Serial Number will be found under the crank bottom bracket and stamped into the frame (Fig. 31). Depending on model, the CPSC Tracking Number can be found next to the serial number or at the bottom of the frame seat tube (Fig. 31 & 32).

BEFORE YOUR FIRST RIDE

We strongly recommend you take your bike to a professional bike shop and have them check your work and fine tune the bike to ensure your bike is safe to ride.

