

ASSEMBLY INSTRUCTIONS

KODA 12, 16, 20 **PLUS**

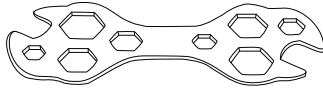
⚠ WARNING: Serious injuries and even death can occur if the proper safety precautions are not followed.

TOOLS NEEDED (Included)



x3

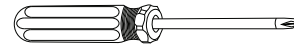
4,5,6 mm Hex Wrench



x1

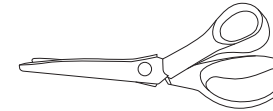
10-function multi-tool

TOOLS NEEDED (Not Included)



x1

Phillips Screwdriver

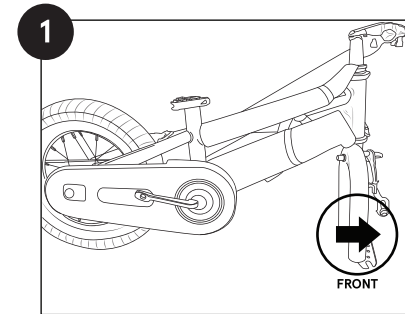


x1

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.



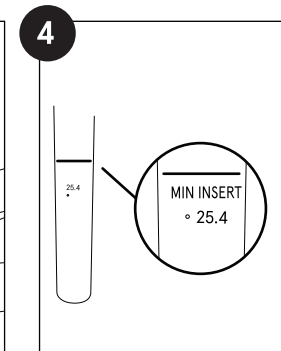
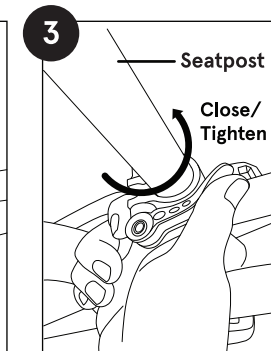
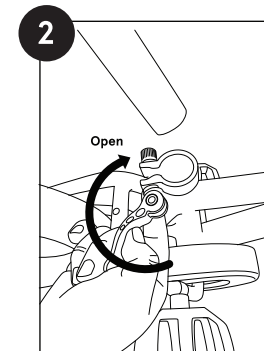
Special Note: For tightening all fasteners, please refer to Appendix D in the back of your owner's manual for all fastener torque specifications.

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.

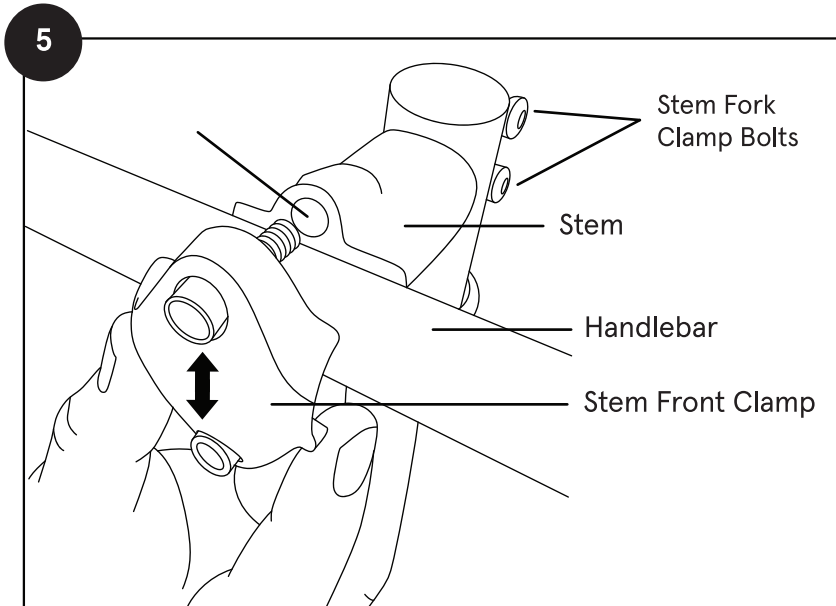
⚠ WARNING!

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**).



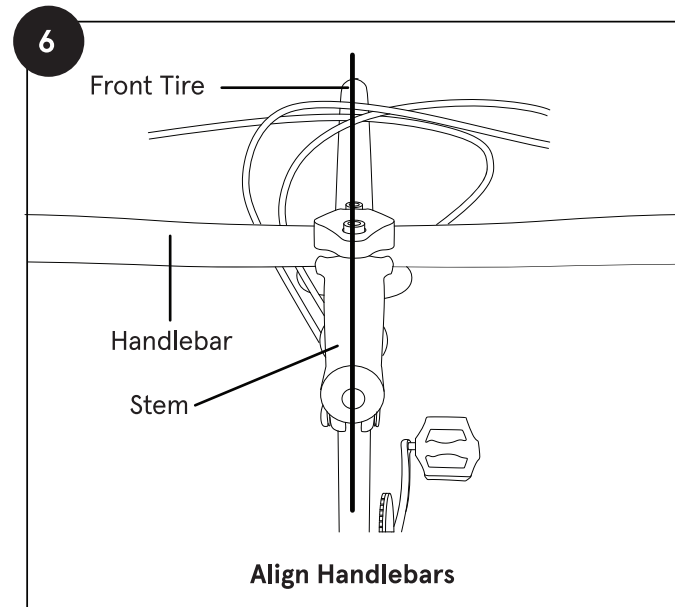
3 HANDLEBAR/STEM

1. The stem will be secured onto the fork steer tube from the factory. Using a hex wrench, you may need to loosen (not remove) these two stem bolts, (that attach the stem to the fork steer tube) and turn the stem to face forward (in the direction of travel). **(Fig. 5 & 6).**
2. Using a hex wrench, remove the 2 bolts/washers of the Stem Front Clamp on the front of the stem **(Fig. 5).** **Note:** Some models may have stem front clamps with 4 bolts/washers.
3. Untwist the handlebar and brake cables and face the handlebar and brake levers forward.
4. Make sure that the front fork is facing forward **(Fig.1).**
5. Place the handlebar in the stem and the Stem Front Clamp over the handlebar. Center the handlebar in the stem. Install the Stem Front Clamp bolts. Tighten each bolt a little at a time to ensure even pressure on both bolts **(Fig. 5).**
6. The front reflector (white) should be already installed on the handlebar from the factory (some models are not installed and are in the small parts box – see Step 7). You may need to position the reflector forward and then tighten the bracket screw **(Fig. 17).**



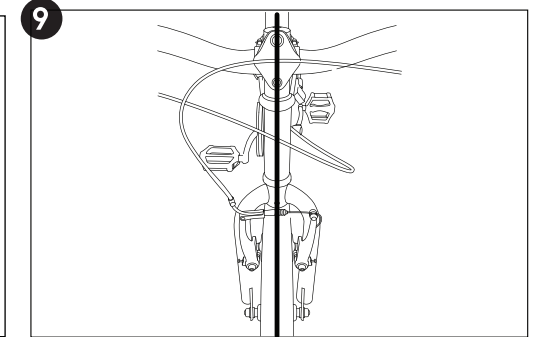
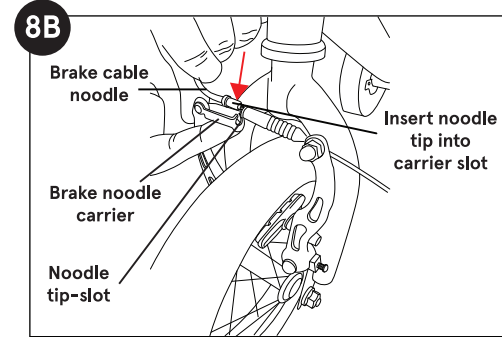
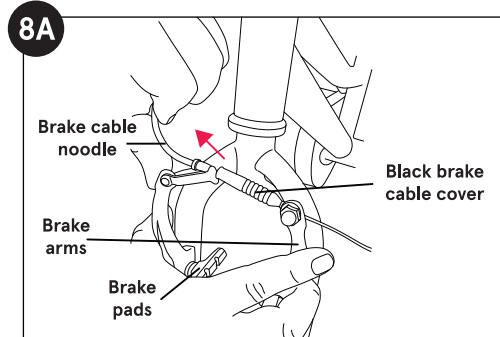
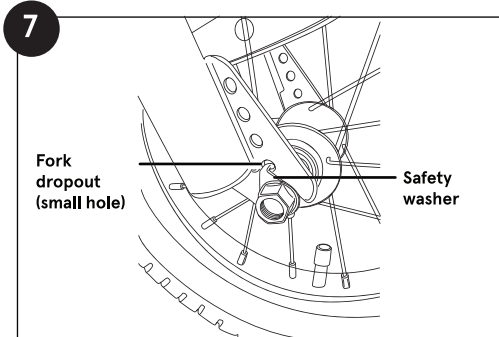
HANDLEBAR CENTER DIRECTION

1. Make sure the front fork is facing forward **(Fig. 1).**
2. You may have to loosen the 2 stem bolts (holding the stem to the fork) a few turns using the hex wrench **(Fig. 5).**
3. Align the stem/handlebars with the centerline of the front wheel/tire and fork dropouts **(Fig. 6).**



4 FRONT WHEEL

1. Remove the plastic shipping protector from the fork dropouts, plastic axle protector(s), and any additional wrapping.
2. Loosen the axle nuts on the front wheel and insert it into the fork dropouts. Insert the tabs of the safety washers into the small holes on the outside of the fork dropouts (Fig. 7).
3. **NOTE:** You may have to open the front V-Brakes to fit the wheel past the brake pads and into the front fork. To do so, slide the Black Brake Cable Cover away and then squeeze the Brake Arms together until the brakepads contact the rim. Then pull the Brake Cable Noodle (curved silver piece) away from the brake arm. You may have to finesse it a bit. No tools are required for this operation (Fig. 8A).
4. Install the front wheel as described in #2 making sure it is centered (Fig. 9).
5. Reattach the Brake Cable Noodle – As with opening the brake, squeeze the Brake Arms together until the brakepads contact the rim. Then push the tip of the Brake Cable Noodle (curved silver piece) into the Slot of the Brake Noodle Carrier. You may have to finesse it a bit. Releasing your grip on the brake arms should seat the Cable Noodle. Check the brake function. No tools are required for this operation (Fig. 8B).



5 PEDALS

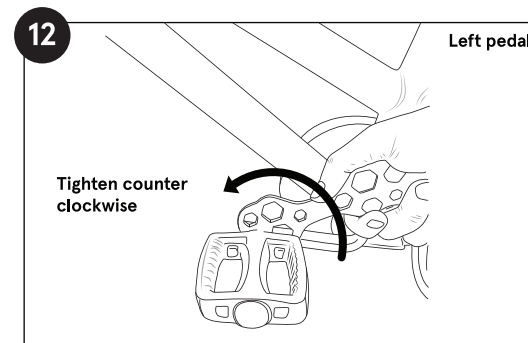
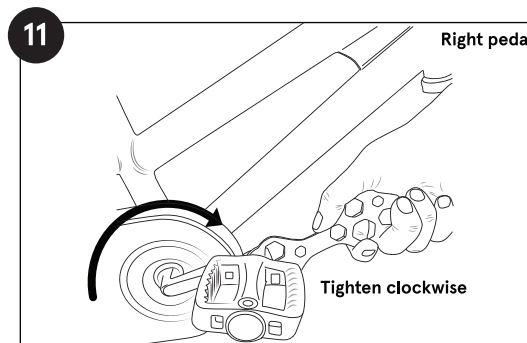
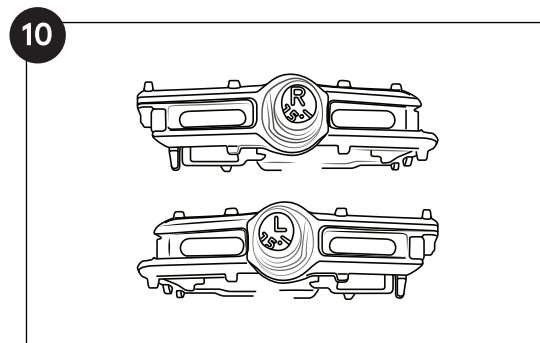
Right Pedal

1. Locate the pedal stamped "R" on the end of the spindle (this is the RIGHT pedal) (Fig. 10).
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. 11). 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. 10).
 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. 12).

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

Koda Plus 12 and 16 are equipped with a foot-operated rear coaster brake. No adjustment is required. Simply push/pedal backward on the pedals to activate the brake. Koda Plus 20 is not equipped with a coaster brake.

Linear Sidepull Brakes (popularly known as “V-Brakes”)

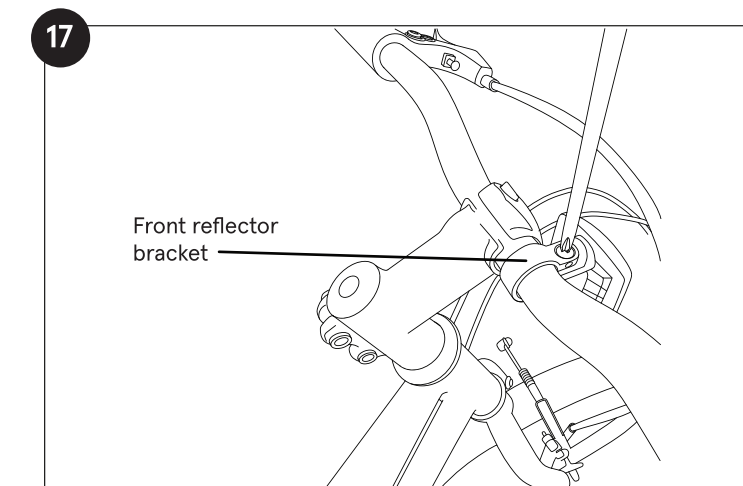
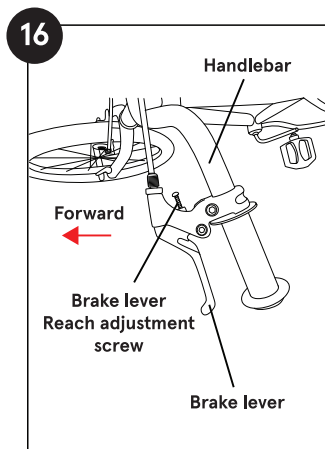
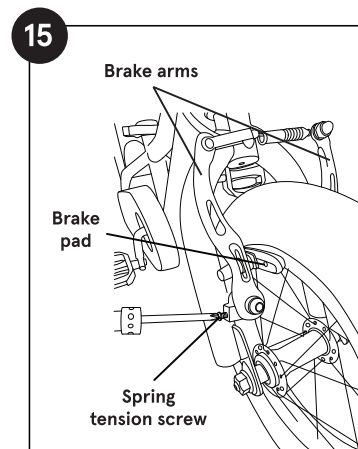
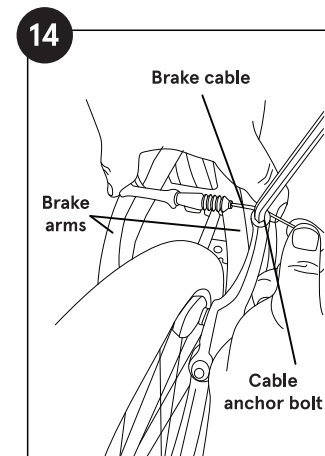
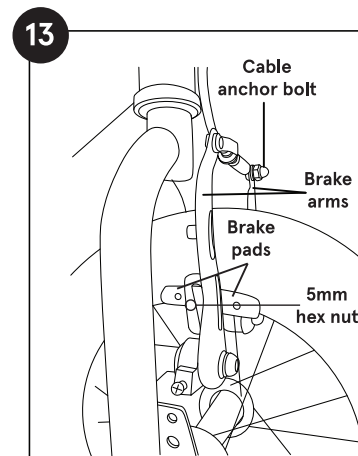
Koda Plus 12 and 16, in addition to having a rear coaster brake, are equipped with front and rear hand-operated V-brakes. Koda Plus 20 does not have a rear coaster brake but is equipped with front and rear hand-operated V-brakes.

Check your brakes! Your brakes should be properly adjusted from the factory. However, packing, transit, and shipping may require additional adjustment.

IMPORTANT: We highly recommend taking your bike to a local bike shop or professional mechanic and having your brakes checked and adjusted.

Brake Adjustment

1. Be sure the brake pads are aligned with the curve of the rims, and they contact the rim surface flat and evenly – they must not touch the tire. The brake pad angle and height can be adjusted by loosening the 5mm Hex Nut that attaches the brake pads to the brake arms (**Fig. 13**).
2. Loosen the brake cable anchor bolt (5mm hex) at the brake arm. This will allow the brake cable to freely slide through its anchor (**Fig. 14**).
3. Squeeze the brake arms/pads together until the brake pads contact the rim surface. Pull the Brake Cable taught through its anchor and tighten the cable anchor bolt (**Fig. 14**).
4. Squeeze the brake lever firmly several times to stretch and seat the cable assembly. Make sure the cable anchor bolt is tight and does not slip through its anchor. Make sure the brake cable housing is seated properly at the cable ferrule and cable stops before tightening the Cable Anchor Bolt. If the cable tension is too tight to allow the wheel to spin freely, loosen the cable 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 the Brake Arms are evenly spaced from the wheel and there is some clearance between the Brake Pads and the rim surface. If the Brake Pads are not evenly spaced from the wheel/rim sides, you can balance the spacing by tightening or loosening the Spring Tension Screw located at the lower end of each brake arm (**Fig. 15**).
6. Brake Lever(s) Reach Adjustment: You can adjust how close/far the brake lever(s) are to the grip/handlebar by tightening/righty-tighty (closer) or loosening/lefty-loosey (farther) the Brake Lever Reach Adjustment Screw (**Fig. 16**).



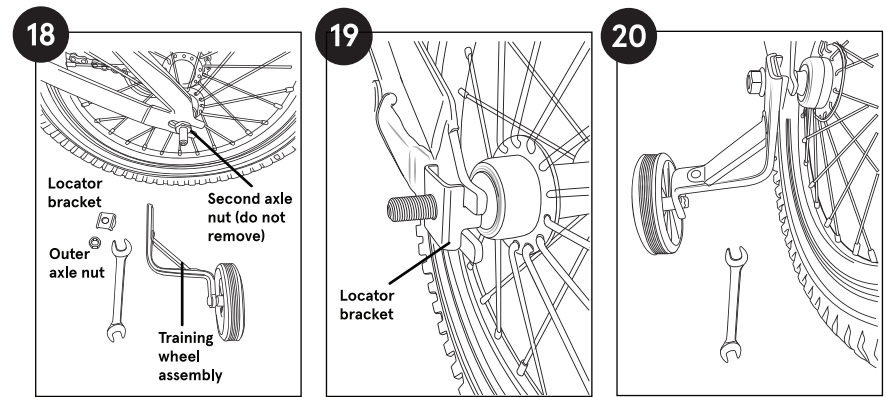
7 REFLECTORS

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. 17**).

8 TRAINING WHEELS (OPTIONAL INSTALLATION)

Koda Plus 12 & Koda Plus 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. 18**). The second axle nuts secure the wheel to the frame and are installed & adjusted from the factory. Install locator bracket (**Fig. 19**).
2. Install Training Wheel Assembly, reinstall axle nut to secure (**Fig. 20**).
3. Repeat steps on the other side.



9 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 the 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. 21**). Depending on the model, the CPSC Tracking Number can be found next to the serial number or at the bottom of the frame seat tube (**Fig. 21 & 22**).

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.

