



Xootr Swift Bicycles
USER'S MANUAL
Revision of September 2008



WARNING: Bicycling can be a hazardous activity even under the best of circumstances. Proper maintenance of your bicycle is your responsibility as it helps reduce the risk of injury. **IMPORTANT NOTE:** In many of the subsequent warnings in the manual we mention a risk of loss of control or falling. Please understand that those events could lead to very serious injury or death. Because *any* loss of control or fall could result in serious injury or death, we do not repeat the warning of injury or death whenever we mention the risk of loss of control or falling.

Terminology

This illustration provides terminology used in the rest of the manual.



Safety

We really do not want you to get hurt, so please follow these safety rules:

- Wear an ANSI/Snell-approved helmet at all times to help prevent head injuries.
- Always wear shoes that will stay on your feet and will grip the pedals. Never ride barefoot or while wearing sandals.
- Observe all traffic laws and signals, just as automobiles must do.
- Don't ride double or attempt stunts.
- Ride near the curb or in the bicycle lane in the same direction as traffic.
- Find alternate routes, rather than ride through busy intersections and heavy or high-speed traffic.
- Walk -- don't ride -- your bicycle across busy intersections and left turn corners.
- Avoid riding in wet weather. When wet, brakes may require a long distance to stop.
- Avoid loose clothing or long coats that can catch in pedals or wheels. Leg clips or bands keep pants legs from tangling in the chain.
- Avoid crossing raised sewer grates or railroad tracks.
- Use proper hand signals when turning or stopping.
- Be alert at all times, especially for cars pulling out into traffic and for opening doors.
- Inspect your bicycle before every ride. Make sure all fasteners are securely tightened.
- Verify that your front and rear brakes are functioning properly before each ride.
- Verify that all five QR "quick release" levers on your bicycle are fully tightened and in the closed position.
- Maintain adequate tire pressure.
- Never hitch a ride on another vehicle.

If you must ride in the dark:

- Ensure the reflectors on the bicycle are unobstructed and clean.
- Always use an appropriate front and rear lighting system when riding at night.
- Ride with extreme caution. Be alert for cars, pedestrians, runners and other bicyclists. Ride defensively and watch for road hazards.
- Wear light-colored clothing and use reflective tape on clothing or helmets.

Slippery Conditions

When rims and brakes are wet due to muddy, wet, or icy roads the distance needed to stop safely increases. You must anticipate the additional distance needed to stop in such circumstances. Reduce your speed and take corners slowly and carefully. Hard application of the front brake on wet or icy pavement (or on loose gravel or debris) can cause the front

wheel to lock and skid, resulting in possible loss of control. Slowly apply brakes in a gradual, controlled manner to avoid skidding or loss of control.



WARNING: Many states require specific safety devices. It is your responsibility to comply with the appropriate state and local laws.



WARNING: Always wear an ANSI or SNELL approved helmet when riding your bike. Always keep the chin strap securely buckled. Refer to your helmet owner's manual for additional information. Failure to wear an approved helmet may result in serious injury or death.



WARNING: Reflectors alone are not adequate for night visibility. Use a high quality lighting system for greater visibility.



WARNING: Wet or icy conditions dramatically increase the risks of falling and losing control. When wet or icy conditions are present braking distances are dramatically increased. Avoid wet or icy conditions.



WARNING: Avoid riding over curbs. Watch for and avoid potholes, gratings and other road hazards. Walk your bicycle over railroad tracks, stairs, ditches or other such rough conditions. Failure to do so may result in tire failure, loss of control, or other mechanical failures and may result in a serious or fatal accident.



WARNING: Do not remove the reflectors from your bicycle. They are an integral part of the bicycle's safety system. Removing the reflectors may reduce your visibility to others using the roadway. Being struck by other vehicles often results in serious injury or death. Remember: reflectors are not a substitute for lights. Always equip your bicycle with all state and locally mandated lights.



WARNING: Riding at dusk, after dark, or at times of poor visibility is much more dangerous than riding in full daylight, even with proper safety equipment, and increases the risk of serious injury or death.



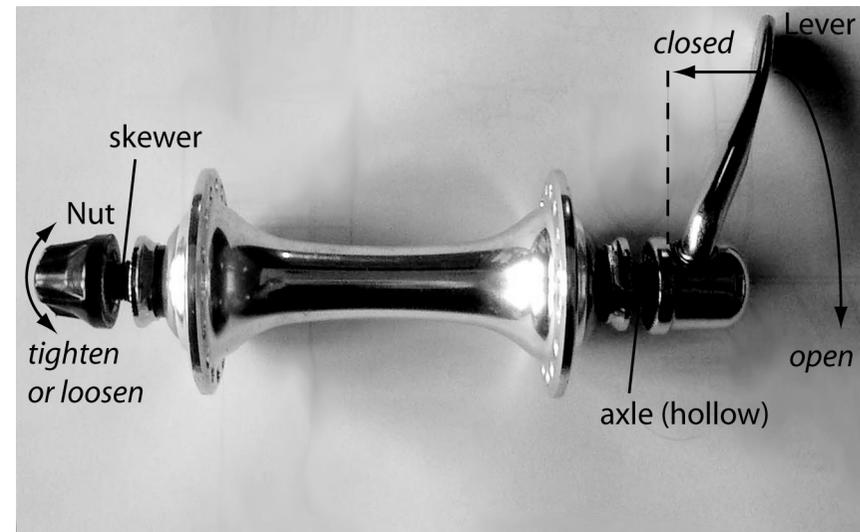
WARNING: Failure to properly tighten a QR (quick-release) lever may compromise steering action and control of the bicycle, which could cause you to fall. Falling can cause serious injury or even death. Verify that all QR levers are closed tight.

QR (Quick Release) Lever Operation

There are five QR (quick release) levers on your Xootr Swift: one on the front wheel; one on the stem riser; two on the seat post clamp; and one on the rear wheel. It is important that these levers be properly adjusted before riding. The following figure illustrates the open and closed position of the lever. When the lever is in the closed position it pulls the skewer tight clamping the seat post, riser, or wheel axle (depending on location.)

Lever Too Tight? There should be some resistance when closing the quick-release levers, but you should not have to use excessive force. If the lever will not close, loosen the quick release nut until the lever can be fully closed.

Lever Too Loose? You should have to apply some force to close the lever at about halfway closed. If the lever is too loose, then screw the nut down until you start to feel resistance to closing the lever at the halfway point.



Initial Assembly

Your Xootr Swift has either been setup at the factory or should have been done by your dealer. All major components should be adjusted and functioning properly. Initial assembly should take about 10 minutes. The only tools required are a pedal wrench (15mm open-ended wrench) and a Phillips head screw driver. This section is geared more towards those that have purchased the Swift directly from the Xootr factory as we presume your dealer has assembled the bicycle for you.



WARNING: The brakes and dérailleur may have come out of adjustment during shipping. You should ensure that the brakes and dérailleur are adjusted and functioning properly before riding your Swift. Improper adjustment may result in damage to the bicycle and/or in an accident which could cause serious injury or death.

In the small box that came with your Swift you should find the pedals, riser, front wheel QR lever/skewer, 2 reflectors and screws, spare cable ties, and a 5mm hex wrench which will be used during the initial assembly.

After removing the Swift from the shipping box, carefully remove all packing material and cut the cable ties used to secure the Swift during shipping. Unfold the Swift and place it on a flat, level surface.

Seat Post Installation

Loosen both seat post QR levers. Slide the seat post into the frame. Tighten both QR levers. To verify that a clamp is tight, release the other clamp and check that the seat can not be easily twisted relative to the frame.



Riser Installation

Place the bottom end of the riser over the tube protruding from the top of the front fork. Be sure it is seated all the way in and lined up straight ahead. Slight twisting back and forth may aid in seating the post. Tighten the QR lever on the riser. To verify that the clamp is tight, pull straight up on the riser. If the riser moves, loosen the QR lever and tighten further.



Reflector Installation

There are two reflectors provided with your Swift. The white reflector should be installed onto the riser. The red reflector can be installed nearly anywhere on the triangle frame. It will be necessary to spread the clamp on the rear reflector a little bit to fit it over the frame, but be careful not to spread it too much as it may cause the clamp to break. You will find it easier to install the reflector if it is warm. Try using a hair dryer or heating gun to warm the clamp of the reflector. This will make it a bit more pliable. Use a Phillips head screwdriver to tighten the clamps on both reflectors. Do not over-tighten the clamps as this may cause them to break.



Handlebar Installation

Slide the open end of the stem over the top of the riser. The stem is secured to the riser with two hex head screws that can be tightened using the 5mm hex wrench provided.



Front Wheel Installation

1. Remove the black hub protectors from each side of the front hub.
2. Remove the nut and one spring from the front wheel QR lever/skewer.
3. Slide the QR lever/skewer through the hub.
4. Install the spring, small end first and the nut removed in step 2. The nut should just be started on the threads and not tightened yet.



5. Remove the plastic spacer, if present, from the tips of the front fork.
6. Open the front wheel QR lever. Seat the wheel axle in the slot on the tips of the front fork. Make sure it is fully seated in the slot. You may need to unscrew the QR lever a bit to extend its length enough to fit the axle in the slot. You may also need to nudge open the brake calipers a bit to allow the tire to fit through the brake pads.
7. Tighten the nut and close the quick-release lever with firm pressure (see Quick-Release Lever Operations for full operation instructions). Make sure the front wheel is centered properly between the fork blades.



8. Check for proper installation of the front wheel before each ride:
 - a. Be sure the quick-release lever is in the closed position.
 - b. Lift the bike off the ground and hit the wheel sharply from above to confirm that it is firmly attached.

Front Brake Installation

After installing the front wheel, the front brake must be connected.

1. With one hand, hold the brake calipers closed with the brake pads against the wheel.
2. Drop the “bullet-nosed” end of the silver cable guide into the slotted hole in the yoke on the free brake caliper.



3. Slide the rubber boot over the “bullet-nosed” end of the cable guide when it is in place to keep dirt and debris out of the cable.
4. Slide the rubber boot over the “bullet-nosed” end of the cable guide when it is in place to keep dirt and debris out of the cable.

Pedal Installation

The pedals are stamped “R” and “L” on the threaded end of the pedal.

1. The pedal threads come from the factory with a small amount of grease. If your dealer did not grease the pedal threads apply a small amount before installing.
2. Screw in the right (“R”) pedal by turning it clockwise as you face the bike.
3. Screw in the left (“L”) pedal by turning it counter-clockwise as you face the bike.
4. Tighten both pedals with a 15 mm open-ended wrench. (Remember the RIGHT pedal tightens clockwise and the LEFT pedal tightens counterclockwise. Another way to remember this is you push towards the front of the bike to tighten and towards the rear of the bike to loosen, no matter which pedal.)

Fitting Your Xootr Swift

The Xootr Swift is built to accommodate most adult body sizes. There is only one frame size. If you purchased your bicycle directly from Xootr LLC it was fit to your basic body size at the factory. If you purchased your bicycle from a dealer, it should have been fit to your body size by the dealer.

If you acquired your Xootr Swift bicycle second hand or wish to fit it to another person, note that most body sizes can be accommodated by a change to the stem. The Swift stem is a standard 1 1/8 inch “threadless” stem as is found on most mountain bicycles. A trained bicycle mechanic can provide you with a variety of choices and properly fit the stem.



WARNING: If your bicycle does not fit properly, you may lose control and fall. If your bicycle was not fit to your size by Xootr LLC or your dealer, make sure that you verify fit with a professional bicycle mechanic.

The only adjustment you should need to make is the extension of your seat post, and possibly the position of the saddle on the seat post. Most people find that the seat height is comfortable when the top of the seat is level with the outer edge of your hip bone when you are standing next to the bicycle. With experience you may learn that you prefer the seat a bit higher or lower than your hip bone and can quickly adjust the height when you unfold your bicycle.

Seat height is adjusted by loosening the **TWO** QR levers that retain the seat post. Once you have adjusted the seat post extension, be sure to tighten these two levers.



WARNING: If your seat post is retracted beyond the minimum insertion mark, the seat post or frame may break, which could cause you to lose control and fall. The minimum insertion point is stamped onto the seat post roughly 6” from the bottom. If your seat post is not long enough contact Xootr, or your dealer, for a longer seat post.

Most people prefer that the top of the saddle is horizontal, however some prefer it to tilt down slightly. You may wish to adjust the position of the saddle on the seat post to fit your personal preference. You do this by loosening the single bolt under the saddle with a 6mm hex key. Once this bolt is loose you should be able to rotate the saddle and slide it fore/aft to provide the best comfort. Once you have adjusted the seat position, be sure to tighten this bolt.



WARNING: After saddle adjustment, be sure to tighten the saddle clamp bolt before riding. A loose saddle clamp could cause you to lose control and fall. When the saddle clamp bolt is tight, the saddle should not move at all.

There are many different saddle designs, some for racing, some for comfort, some for light weight. Your Xootr Swift is equipped with a relatively common saddle. However, you may wish to exchange it at a bicycle shop for a different design to meet personal preferences.

There is little handlebar height adjustment on the Xootr Swift. The standard height fits most people. Especially tall riders may wish to replace the standard stem with a longer one. Shorter riders may wish to replace the standard stem with a shorter one. The Swift stem is a standard 1 1/8 inch “threadless” stem as is found on most mountain bicycles. A trained bicycle mechanic can provide you with a variety of choices and properly fit the stem. It is also possible for your dealer to fit especially short riders by cutting a little bit from the riser. (Of course this is an irreversible action, so be sure you wish to do this before cutting metal.)

Folding

Folding your Xootr Swift bicycle takes just a few seconds. See the photo for the configuration the bike will end up in.

1. Stand on the left side of the bicycle.
2. Loosen both seat QR levers.
3. Turn the front wheel slightly to the right.
4. Pull the seat post up until it is retracted from the triangle frame, but not yet retracted from the main frame. With practice you will be able to feel the seat post clear the lower frame.
5. Put your right foot behind the rear wheel and lift the main frame up and rearward by lifting the seat up and back.
6. Once the bike is in the folded position, re-insert the seat post until it contacts the rear tire, holding the bike in the folded position.
7. Tighten the upper seat post QR lever.
8. Optionally, and to achieve a more compact configuration, you may loosen the QR lever for the riser and remove the handlebar assembly as well.



Packing for Travel

The Xootr Swift packs for travel in about 15 minutes. Note that packing a bicycle is technically simple, but does require a bit of care and patience. We recommend that you attempt this task only when you are alert, in a good mood, and with adequate blood sugar levels and preferably the day before you actually need to leave on your trip.

You have two basic choices:

1. Pack the bicycle in its original shipping carton. This carton is much, much smaller than a regular bicycle box and so it ships via regular UPS or the postal service, and you should be able to check it as luggage with no surcharge. Nevertheless, some airlines have unfair biases against bicycles.
2. Pack the bicycle in a hard-shell suitcase. The bike fits without frame disassembly into a vertical 30 inch suitcase. You can usually buy a nice hardshell suitcase on eBay for under \$100. Detailed packing instructions are available at www.xootr.com.

Seat Post

The seat post is designed specifically for the Swift and is an integral part of the overall frame structure. Use of a different seat post may result in substantially shortened frame life and will void your frame warranty. Seat posts approved for use with your frame are available from Xootr's website or your dealer.

Please ensure that both seat post QR levers are tight. To verify that a clamp is tight, release the other clamp and check that the seat can not be easily twisted relative to the frame.

A minimum insertion point is stamped onto the seat post. The seat post must be inserted to at least this point. If your seat post is not long enough contact Xootr, or your dealer, for a longer seat post.

Braking

Your bike is equipped with front and rear brakes. The right brake lever is for the rear brake. The left brake lever is for the front brake. Generally you should apply both brake levers gradually to stop.



WARNING: Sudden or excessive application of the front brake may pitch the rider over the handlebars, causing serious injury or death.



WARNING: In wet weather conditions, you will need to increase the distance needed to stop safely. Anticipate the extra distance you will need, ride slowly and carefully. Squeeze your brake levers slowly and with gradual pressure to avoid skidding or loss of control. The same caution should be observed on loose gravel or dirt. Failure to be cautious during wet or other severe road conditions may result in a serious accident.



WARNING: Worn-out brake pads can result in a lack of braking function. A lack of braking could cause you to lose control or fall. Falls can result in serious injury or even death. Check the brakes for proper function before each ride.

Shifting

Your bike is equipped with a SRAM 5.0 twist grip shifter on the right handlebar. There are 8 gear combinations, which cover the full range of gears you should need for normal riding. You simply twist the right grip while pedaling lightly to switch gears.

Maintenance

There is almost nothing unique about the care and maintenance of your Xootr Swift relative to that of any high-quality bicycle. We highly recommend the informative website of Sheldon Brown for general matters of bicycle care and maintenance:

<http://www.sheldonbrown.com/articles.html>



WARNING: Many bicycle service and repair tasks require special skills, knowledge, and tools. Do not begin any service or maintenance tasks on your bicycle if you have any concerns about your ability to complete them correctly. Improper adjustment or service may result in damage to the bicycle and/or in an accident which could cause serious injury or death.

Maintenance Check List

In order to keep your Xootr Swift in top condition you should run a thorough maintenance check frequently. This will ensure a longer component life and will maintain the riding ease of your Xootr Swift.

General inspection should be done before each ride as follows:

1. Check for loose nuts and bolts.
2. Check for fork and frame damage.
3. Inspect brake pads for wear and replace when necessary.
4. Check for proper brake alignment.
5. Check for any worn or damaged parts and replace.
6. Look for loose spokes on the wheels. Check tires for glass, thorns or any other sharp objects.
7. Check that all quick-release levers are securely fastened.
8. Make sure both wheels are properly aligned.
9. Keep the dérailleur in adjustment. Do not let the bike rest or fall on the dérailleur.
10. Keep tires inflated to pressure indicated on the tire wall.

Finish protection and maintenance

A damp cloth may be used to clean your bike. Avoid using aggressive cleaning solutions or solvents. Plain water, or dish soap and water work well.

The aluminum and steel used in your Xootr Swift is resistant to corrosion in most conditions; however, certain extreme environments such as ocean-side locations may cause oxidizing. We recommend either maintaining a coat of wax or periodic polishing with a non-abrasive pad (e.g., typical plastic dish cleaning pad).

Prolonged exposure to ultraviolet light will cause a color shift in anodized surfaces. We recommend storing your Xootr Swift away from direct sunlight.

Lubrication

Lubricate these components with a bicycle lubricant such as Finish Line:

1. drive chain
2. dérailleur cable
3. brake cables
4. seat post
5. inside of riser

Brakes

The end of the brake lever should not hit the handlebar, even when pulling as hard as possible. As the cable stretches and the brake pad wears, adjust the cable length by rotating the “barrel adjuster” on the brake lever (the aluminum piece between the end of the black cable housing and the brake lever).



WARNING: Do not ride your Xootr Swift until both front and rear brakes have been checked and are functioning properly. Keep all nuts and bolts on brakes, and brake levers, well tightened. Lubricate cables occasionally to prevent binding. Failure to do so may cause brakes to malfunction, resulting in a serious or fatal accident.

The front brake lever is mounted on the left side of the handlebar. The rear brake lever is mounted on the right side of the handlebar.

Brakes require occasional adjustment due to cable stretch and brake shoe wear. The brake lever should have very little free play and should start closing the calipers as soon as lever action begins.

1. Loosen the locknut on the adjusting barrel.
2. Turn the cable adjusting barrel to loosen or tighten.
3. Be sure that the brake pads do not touch the tire rim when the brake levers are not being applied. The right and left pads should pull away from the sides of the rim equally when the brake levers are released. If not, see Brake Balancing in the next section.
4. If the barrel adjustment was not sufficient, additional adjustments will be necessary. Xootr LLC strongly recommends that a professional bicycle mechanic service your brakes if you have any doubts about brake adjustments.
5. Tighten the locknut securely after any adjustments have been made.



Brake Balancing

Xootr LLC strongly recommends that the following procedures for brake pad balancing be done by a qualified bicycle mechanic. For those with adequate bicycle maintenance knowledge, the following steps for the adjustment are given below.

Both brake pads should make contact with the rim nearly at the same time. If one brake pad rubs the rim before the other, then the brakes need balancing. Use a small Phillips screwdriver to adjust the balancing screws. Each brake arm has a balancing adjustment screw. On the side that is rubbing, turn the small adjustment screw clockwise (tighten). On the side that is not rubbing, turn the small adjustment screw counterclockwise (loosen). Be sure that the brake pads are set up correctly and are not worn prior to balancing.



Dérailleur Adjustment

IMPORTANT: Xootr LLC strongly recommends that a professional bicycle mechanic adjust your dérailleur if you have any doubts about dérailleur adjustments. Further instructions can be found on the SRAM website, <http://www.sram.com>. Failure to follow the manufacturer's directions, or those given below may result in chain misalignment, possibly leading to a serious or fatal accident.

Adjustment to the rear dérailleur can be done while turning the cranks, in a stationary position or while riding. Always make small adjustments first, then either test ride the bike or have someone pick it up by the seat while you rotate the crank and turn the shifter. Before adjusting the dérailleur, be sure the chain is clean and well lubricated. Also, lubricate the shift cables and inspect for any kinks. Dirty, dry, or kinked cables will cause shifting hesitation or failure.

1. Shift into Gear 6.
2. Crank the pedals so that the chain drops into the third smallest cog.
3. While cranking the pedals, turn the cable adjusting barrel on the shifter clockwise (outward) until the chain sounds as if it is trying to shift to the fourth smallest cog.
4. Rotate the barrel one turn counter-clockwise to back it off.
5. Shift into Gear 7 and check that the chain has moved to the second smallest cog.
6. If not, then turn the barrel another 1/4 turn counter-clockwise.
7. Check all other gears by shifting up through the gears from 8 to 1.
8. If the chain still does not shift when you rotate the movable grip then turn the barrel 1/4 turn clockwise.
9. If the chain skips a gear, turn the barrel 1/4 turn counter-clockwise.
10. Go back to first gear as a final check.
11. The chain should run smoothly between the large and small cogs.
12. If all gears can still not be reached, the limit screws may need adjustment.



WARNING: The adjusting barrel is for “fine” adjustments to the dérailleur. If the barrel is turned too far counter-clockwise it will screw out of its threads creating a hazardous condition. The adjusting barrel must be screwed in until a maximum of ¼ thread is showing. “Coarse” adjustments to the system are made by removing the derailleur cable slack at the rear dérailleur cable anchor. Refer to the manufacturer’s instructions, or even better, see your bicycle mechanic.

Wheel Removal and Installation

Rear wheel removal:

1. Shift into Gear 8 (smallest cog).
2. Release the rear brake cable by holding the rear brake shoes against the wheel rim and retracting the “bullet-nosed” end of the silver cable guide from the metal yoke attached to the caliper, thus releasing the brake cable.
3. Loosen the quick-release lever
4. Remove the wheel from the dropouts and remove the chain around the smallest cog.

Rear wheel installation:

1. Twist the grip shifter to Gear 8.
2. Insert the wheel into the dropouts, first looping the chain around the smallest cog.
3. Push the wheel firmly into the dropouts to center.
4. Tighten quick-release lever.
5. Reattach the rear brake cable and check for brake adjustment.

Front wheel removal:

1. Hold brakes against the wheel, then retract the “bullet-nosed” end of the silver cable guide from the metal yoke attached to the caliper, thus releasing the brake calipers.
2. Open the quick-release lever and back the nut off a few turns.
3. Remove the wheel from the frame.

Installation is the reverse of removal.

General Tire and Wheel Maintenance

1. Maintain tire pressure at the value indicated on the sidewall of the tire.
2. Never ride your bicycle with under-inflated tires as this will cause poor handling, excessive tire wear or a blowout.
3. Use a hand pump to inflate tire to proper tire pressure.
4. Over inflation or an improperly mounted tire may cause blowouts.
5. If there are any irregular noises from wheels, or if the rims wobble while rotating, check and repair wheels immediately.
6. Wheels should be checked regularly for spoke tightness, especially if ridden on rough roads. If the wheel does not remain “true” this indicates that the spokes are loose. We recommend that spoke adjustments be performed by a professional bicycle mechanic.

Collisions

Your Xootr Swift bike is designed to withstand years of normal riding. However, collisions can substantially weaken the structure of the bicycle. If you accidentally have a minor collision with a curb, wall, or other fixed object, inspect the scooter for loose or bent parts. If you find such parts, contact your dealer or Xootr LLC for repair or replacement. If you collide with a fixed object at speeds in excess of 10 mph (16 kph) and/or are thrown from the bike after a collision, you could severely damage the structure of the bike. In such cases, please contact Xootr LLC for repair or replacement.

Xootr Limited Warranty

Your satisfaction is very important to us. We warrant that your Xootr bike is free of defects in materials or manufacturing for a period of one (1) year from the date of purchase, subject to the limitations indicated below. If at any time within one year of your purchase, you discover a defect in materials or manufacturing, please contact us or your authorized dealer for repair or replacement.

This warranty is void if the bicycle was not purchased new from us or an authorized dealer.

This warranty does not apply to normal wear and tear, including wear of tires, brake pads, and cables.

Subject to the following limitations, terms and conditions, Xootr LLC warrants to the original owner for the lifetime of the original owner that the **BICYCLE FRAME** is free of defective materials and workmanship. The lifetime limited warranty is conditioned upon the bicycle being operated under normal conditions and use, and properly maintained. The lifetime limited warranty is voided if you use a seat post other than the one provided with your Swift or purchased from Xootr, LLC or authorized dealer. This limited warranty does not apply to paint/finish or components attached to the bicycle such as front forks, wheels, drivetrain, brakes, seatpost, handlebar and stem (all of which are covered under the one year limited warranty above).

Damage caused by stunt riding, off-road riding, racing, collisions, or other abusive treatment is not covered by this warranty. This is a consumer warranty and does not apply to products used in rental operations.

Contact Information - Xootr LLC

www.xootr.com - for replacement part orders, accessories, and additional maintenance instructions.

service@xootr.com - for technical support.

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