

INSTRUCTIONS

FOR THE
OPERATION AND CARE
OF THE
REMINGTON RAND
MODEL 1



PORTABLE TYPEWRITER

To RELEASE and LOCK CARRIAGE



Fig. 2
Showing Right Platen Knob and
Carriage Lock Lever

When carried in its case, the carriage of your Model 1 is locked. This prevents damage to case or carriage. To unlock the carriage, merely pull out the Right Hand Platen Knob A. This frees the carriage for writing.

To lock, pull Carriage Lock Lever B toward you, at the same time pressing inward on the Right Platen Knob A. Hold them thus and move the carriage to the right or left toward the center of the machine. It will then lock automatically as soon as it reaches the exact center. As explained above, to unlock, pull out the Right Platen Knob.

SPACING BETWEEN LINES

The adjustment for spacing between lines is controlled by both the Variable Line Space Button A and the Line Space Regulator B. By moving B to positions 1, 2 or 3, single, double or triple spacing between the writing lines results.

When writing on ruled paper or filling-in previously written material, it is convenient and often necessary to free the platen from the limits of the Line Space Regulator B. This may be done by merely pressing Button A. Note that the top of the Aligning Scale C is the guide for the writing line.

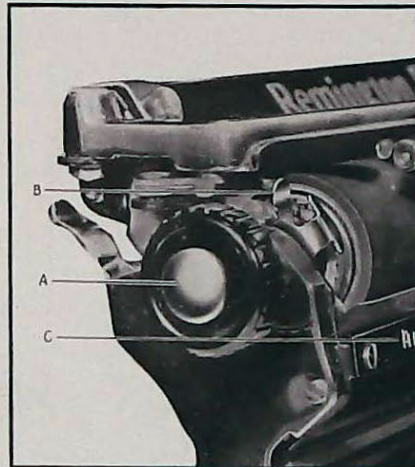


Fig. 3
Showing Line Space Regulator and
Variable Line Spacer Button

MARGINS and TABULATING

Note: All Model 1 Machines do not have tabulating stops and key. A model so equipped is available at small extra cost.

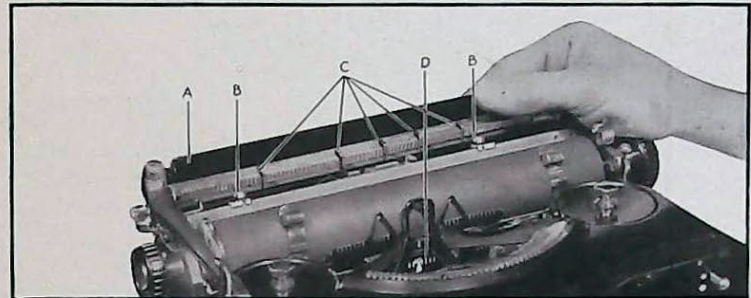


Fig. 4 Showing Paper Table (Fig. 1, No. 10) Tilted To Expose
Margin and Tabulator Stops

Tilt the Paper Table A to see the marginal and tabulating stops. **Margin Stops, B.** Two in number, for right and left hand margins on the paper. Press the top of each stop and slide to the desired position. Margin widths may be secured in two ways. Either use the scale on the bar whereon the stops slide (for example the left stop at 20 and the right at 70) or insert paper first, move the carriage to the marginal points desired and then set the stops.

Tabulator Stops, C. These are mounted on a rack which has a scale corresponding to the Cylinder Scale D. Lift up the stops and reinsert in the slots at the points determined upon. These stops control the movement of the carriage when the Tabulator Key No. 23, Fig. 1, is pressed. Used chiefly for columnar work.

CHANGING RIBBONS

Slipping a "Loop" of Ribbon Over Front Carrier Post of Carrier Mechanism.

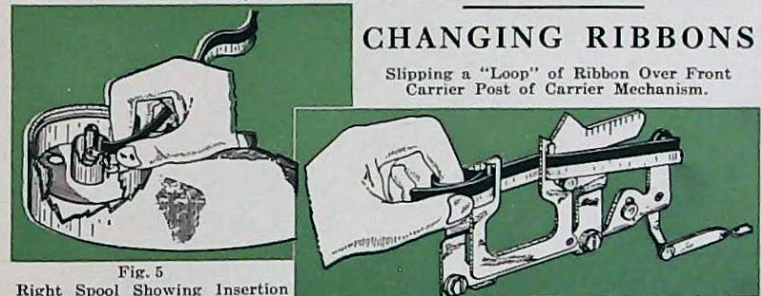


Fig. 5
Right Spool Showing Insertion
of Ribbon End In Center Slot

Changing the ribbon of your Model 1 is a simple matter if you just follow directions.

First depress Shift Lock, 3, Fig. 1. This raises Carrier Mechanism, 17, Fig. 1. Now remove both Spool Covers, 6, Fig. 1. Note position of ribbon on Carrier, 17,—behind Carrier and in front of Platen, 12, Fig. 1. Also note that on the Spools, the ribbon winds and unwinds from the side nearest you.

Replace Left Spool Cover. Wind old ribbon onto Left Spool, using Ribbon Reverse, 5, Fig. 1 to free Spool if necessary. Remove end of Ribbon from slot in Right Spool Center. Then remove from Carrier Mechanism. Remove Left Spool Cover and lift old ribbon out of Left Spool.

Put new ribbon on Left Spool Center. (Be sure winding side is toward you.) Insert free end of ribbon in vertical slot in Right Spool Center. Allow enough slack to permit running ribbon between Carrier and Platen and then "looping" over front vertical posts of Carrier as per illustration above. Replace Spool Covers, wind ribbon taut and you are ready to write.

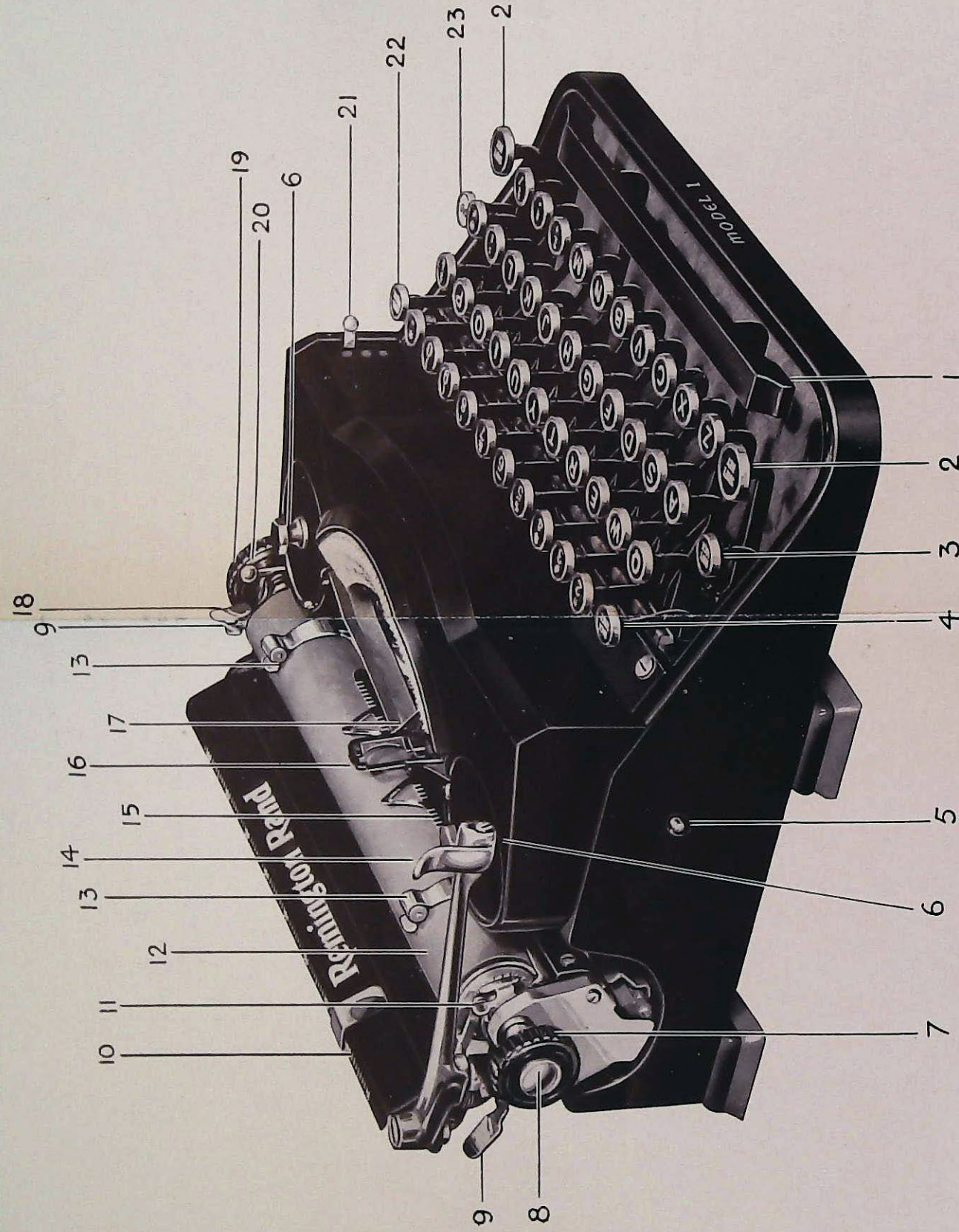


FIGURE 1

REMINGTON RAND — MODEL 1

PRINCIPAL OPERATING PARTS

1. **SPACE BAR.**
For spacing between words.
2. **SHIFT KEY.**
Left and right hand. For writing capital letters and upper case characters.
3. **SHIFT LOCK.**
For continuous writing of capital letters and upper case characters.
4. **BACK SPACE KEY.**
For moving carriage back one or more spaces.
5. **RIBBON REVERSE.**
To reverse the direction of ribbon travel. Note that ribbon reverses itself automatically when you write.
6. **RIBBON SPOOL COVER.**
Right and left. For protecting ribbon from dust and dirt. Knobs on covers are for winding ribbon. See instructions for changing ribbons on following page.
7. **PLATEN KNOB.**
Right and left hand. To revolve platen.
8. **VARIABLE LINE SPACE BUTTON.**
To release platen from the Line Space Regulator, 11, for writing on ruled paper or when altering or filling-in work previously written.
9. **CARRIAGE RELEASE LEVER.**
Two, left and right. Permits free movement of the carriage to either side.
10. **PAPER TABLE WITH SIDE GUIDE AND SCALE.**
The paper table holds the paper in an upright position. The Side Guide helps in establishing width of left margin and in centering paper.
11. **LINE SPACE REGULATOR.**
For regulating space between lines of writing — single, double or triple. (See Fig. 3.)
12. **PLATEN, or CYLINDER.**
Holds and feeds the writing sheet.

13. **PAPER FINGER.**
Two, right and left. For holding paper in position on platen.
14. **CARRIAGE RETURN AND LINE SPACE LEVER.**
Returns carriage and spaces paper to next writing line in one operation.
15. **ALIGNING SCALE.**
Indicates bottom edge of writing line. Used for readjusting paper after removal or when writing on ruled paper.
16. **TYPE GUIDE.**
Insures alignment of type, horizontally and vertically.
17. **RIBBON CARRIER.**
See explanation accompanying Fig. 5.
18. **PAPER RELEASE LEVER.**
Frees paper for removal or adjustment.
19. **RIGHT PLATEN KNOB FOR UNLOCKING CARRIAGE.**
For explanation see Fig. 2.
20. **CARRIAGE LOCK LEVER.**
Locks carriage in central position to prevent damage when machine is being carried. It is necessary that carriage be locked before machine will fit into case. See Fig. 2.
21. **RIBBON INDICATOR.**
Permits using upper or lower half of type ribbon as needed. Also neutral position for stencil work. When indicator is at "blue" position, upper half of ribbon is used; when at "white," neutral; when at "red" the lower half.
22. **MARGIN RELEASE KEY.**
Permits writing outside either margin stops without adjusting the stops.
23. **TABULATOR KEY.**
Note: Model 1 comes in two styles. One *with* and one *without* tabulators and key. For machine equipped with Tabulator see Fig. 4. Used in conjunction with Tabulating Stops. See Fig. 4. A convenient time saver for paragraphing, indenting, billing and all columnar work as it greatly reduces the need for using the Space Bar.

TO REMOVE MACHINE FROM CARRYING CASE

With carrying case open, note the levers attached to bottom of case on each side of machine. Place middle finger of each hand on its respective lever with the thumbs under each front corner of the machine's frame. Press the levers and raise with the thumbs. The machine lifts right out.

To Replace Machine. Merely tilt machine so slot under rear frame fits over hook in rear bottom of case and lower machine into case between the two levers. It locks into position immediately.

Things To Do Occasionally

Your Remington Rand Model 1 is a machine and like any machine needs occasional attention.

Type should be cleaned with either a stiff brush or a good plastic type cleaner. Go over each character carefully—especially those letters having enclosed spaces like “o” or “a” or “e.”

Oil should be used sparingly. A drop or two on each of the two carriage runways and on the carriage rail is sufficient to insure smooth action. Use only a good grade of oil that will not “gum.”

Always cover your machine when not in use. This keeps out the dust and dirt. A little care in this regard will reward you with a minimum need for cleaning or adjustment.

Never clean the machine with alcohol. The finish on the Model 1 is a high grade lacquer, easily damaged by alcohol. Use only a soft cloth—perhaps dampened with gasoline or benzine.

SUPPLIES FOR YOUR MODEL

Ribbons. We recommend that you use Remtico Ribbons for your Model 1. Manufactured by us at our Bridgeport plant, they are made to give maximum service and satisfaction. They are available in all standard colors or combinations at any Remington Rand Branch.

Carbon Paper. There are a great many different carbon papers. To secure best results a good grade of carbon paper is essential. We recommend the Remtico line of carbons which offer a wide range in colors and finishes. You may procure the kind to meet your particular requirements at any Remington Rand Branch.

TYPEWRITER DIVISION

REMINGTON RAND INC.

BUFFALO, - - NEW YORK