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## Interchangeable Typing Elements

Interchangeable typing elements are available in 10 pitch and 12 pitch type styles. Each element is marked with the type style name and pitch for your easy reference. Removing and replacing the element are easily done: simply lift one out, drop one in, and never touch the ribbon. Type styles are not interchangeable between 10 and 12 pitch.

Your choices now are numerous. You can use one type style for business correspondence and another for personal letters. Or, combine two styles in one letter for special emphasis and effect.

ing the element are easily done: simply lift one out, drop one in, and never touch the ribbon. Type styles are not interchangeable between 10 and 12 pitch.

### 10 Pitch

Pica

**Makes correspondence readable and eye-appealing.**

Casual

**Combines grace with gothic simplicity.**

Pride

**Extremely neat and highly legible.**

Precise

**Meets the demand for outstanding distinction.**

Script

*Adds a pleasing, personal touch.*

### 12 Pitch

Precise

**Meets the demand for outstanding distinction.**

Script

*Adds a pleasing, personal touch.*

Elite

**Sharp and readable without a crowded look.**

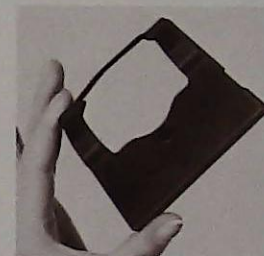
Classical

**Elegantly stylish and warm.**

Pride

**Extremely neat and highly legible.**

## Ribbon Cassettes

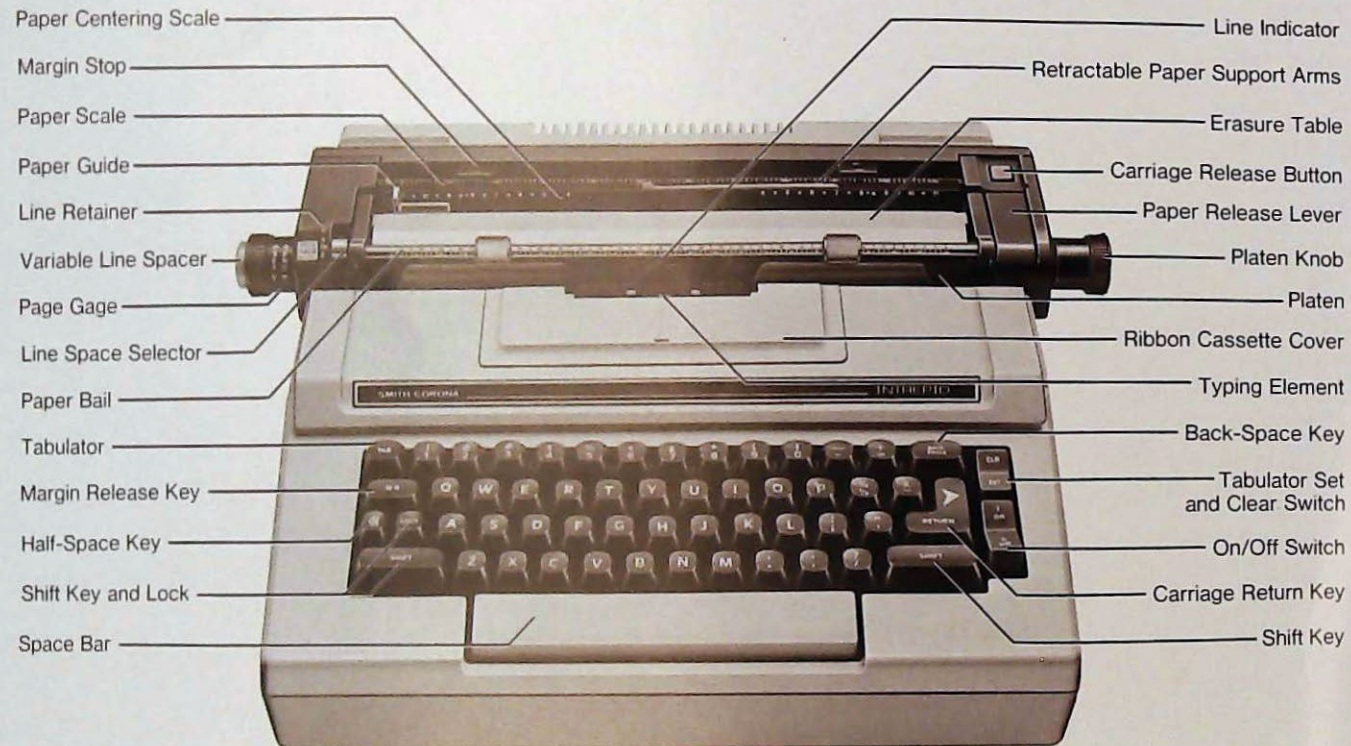


A rainbow of colors combined with an easily changed ribbon cassette make your typewriter as versatile as you are. Currently available in black, red, blue, green, and gold, the nylon ribbon is economical to use. The nylon ribbon can be reused, over and over, since the ink redistributes itself. Changing your cassette is easy: lift one out, put one in, and never touch the ribbon.

Now you can mix and match your ribbon color and typing paper. Experiment with these color combinations or try some of your own.

- Green type on light gray paper for a strong hand with a fine touch.
- Black type on yellow paper for high visibility and strong impact.
- Red type on pink paper for a truly feminine touch.
- Blue type on blue paper for a quiet tone.
- Gold type on buff paper for an earthly boldness.





## Carriage Release

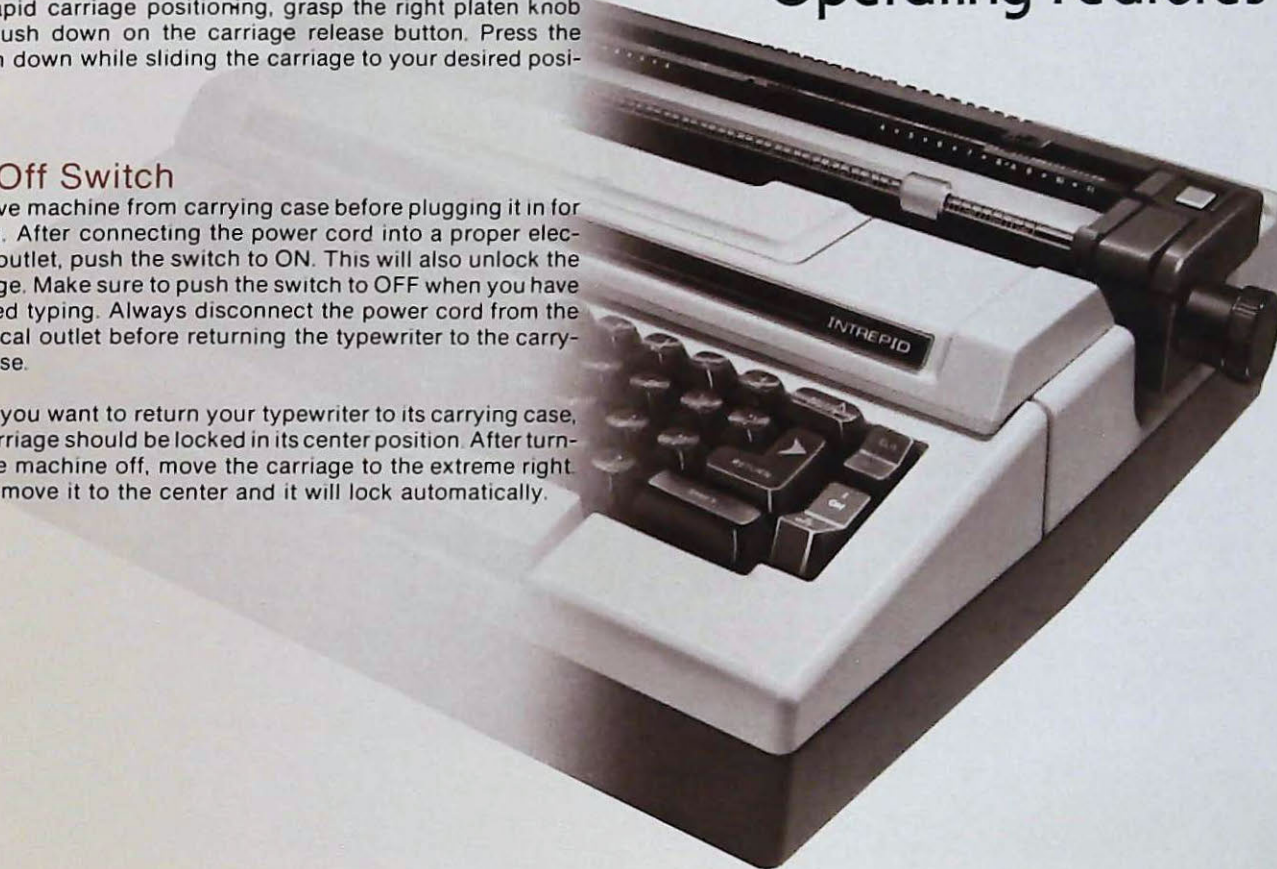
For rapid carriage positioning, grasp the right platen knob and push down on the carriage release button. Press the button down while sliding the carriage to your desired position.

## On/Off Switch

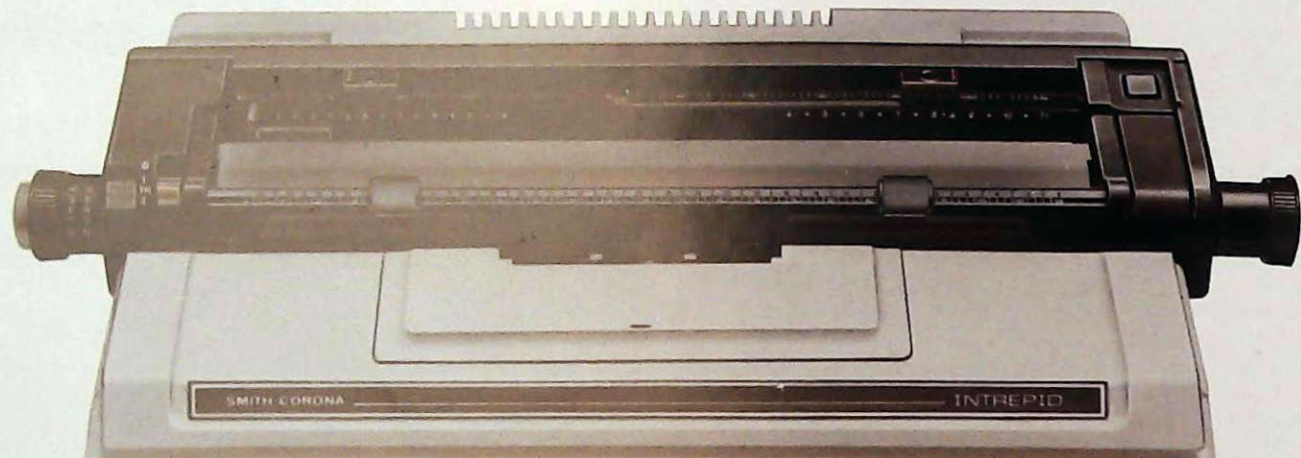
Remove machine from carrying case before plugging it in for typing. After connecting the power cord into a proper electrical outlet, push the switch to ON. This will also unlock the carriage. Make sure to push the switch to OFF when you have finished typing. Always disconnect the power cord from the electrical outlet before returning the typewriter to the carrying case.

When you want to return your typewriter to its carrying case, the carriage should be locked in its center position. After turning the machine off, move the carriage to the extreme right. Then, move it to the center and it will lock automatically.

# Operating Features







## Paper Bail

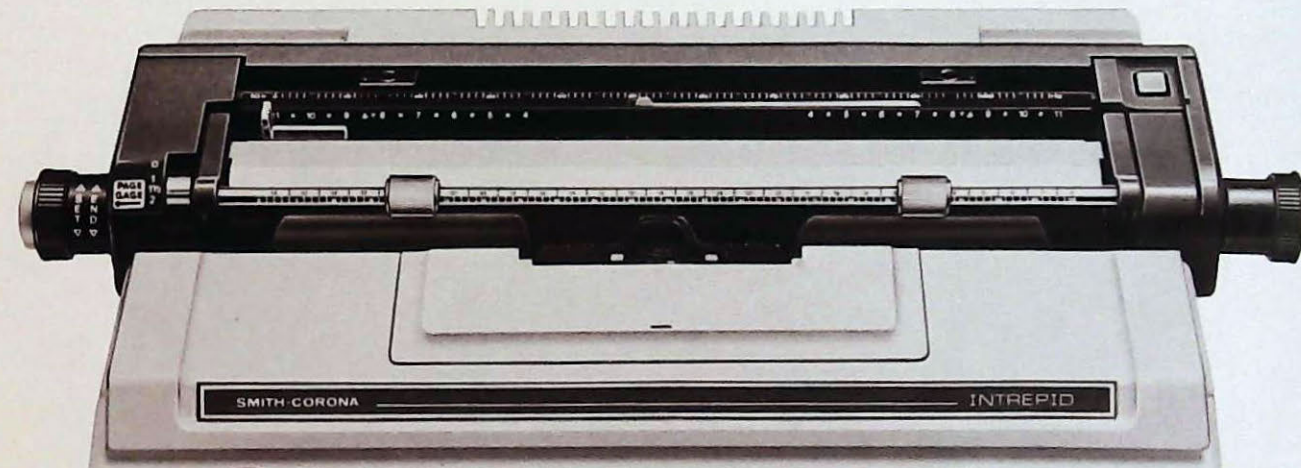
The paper bail holds the paper snugly against the platen to insure clear type impressions. Swing the paper bail up, out of the way, to check work while it is still in the typewriter.

The paper bail also allows you to automatically center a line or heading without back spacing, dividing, or guessing. Simply follow these steps:

1. Insert your paper and be sure it is centered.
2. Depress the margin bypass key and move your typing position to 0 on the bottom scale.
3. Spell out the line or heading on the space bar. Be sure to depress the space bar once for each letter and space.

4. Read the number on the upper scale. If it is between two numbers, use the higher number.

5. Move your typing position to the corresponding number on the lower paper bail scale and type your line or heading. It should be perfectly centered.



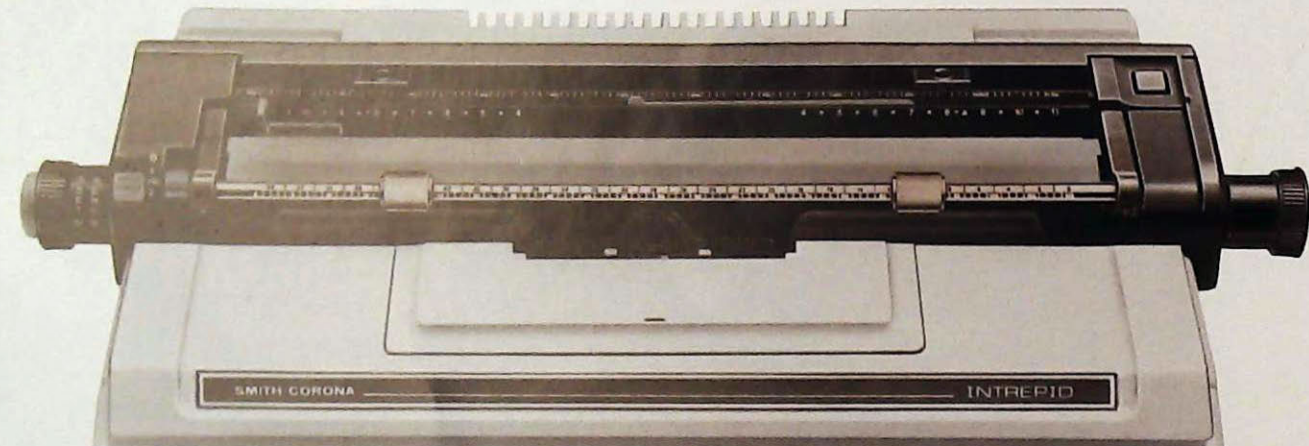
## Page Gage

The page gage helps to keep bottom margins uniform by measuring the distance remaining at the bottom of your typed sheet. Before inserting the paper, turn the platen knob until the number indicating the length of paper shows on the gage under SET. The number under SET should align with the arrow under PAGE GAGE. Insert paper. As you approach the bottom of the paper, the number under END will align with the arrow to indicate the number of inches remaining for the bottom margin.

## Inserting the Paper

Position the adjustable paper guide, as desired. If you want to center your paper, simply align each side of the paper with corresponding numbers on the paper centering scale. Drop the paper behind the platen and roll the platen knob until the paper is in position for typing. To center, straighten, or ease tension on the paper, lift up the paper release lever. Push lever down before typing and rest the paper bail against the paper for sharp type impressions. To check or proofread work while it is still in the typewriter, raise the retractable paper support arms and rest paper on them.





### Line Space Selector

There are three space settings; 1, 1½, and 2. Try all settings for style. Reports and bulletins may be double spaced. The 0 setting is the line retainer (See below).

### Line Retainer

Use the line retainer for temporary changes of line spacing when you want to return to your original typing line. Set the line space selector at 0 and turn the platen to the desired position. When you have finished typing, put the selector back to the original line space setting and your original line spacing remains intact.

### Margin Settings

Press down and move stops left or right to desired positions. A warning bell sounds about seven spaces before the right margin is reached.



### Variable Line Spacer

Use the variable line spacer to permanently change your line spacing. Press in the variable line spacer to change to a new line space setting, to insert additional material in a previously typed sheet, or for random spacing on forms. When the variable line spacer is released, the typing line is set at your new position.

### Margin Release Key

To type beyond either margin, use the margin release key. To pass the right margin, simply press the margin release key and continue typing. To pass the left margin, press the margin release key and back space to the desired position.

### Shift Key and Lock

To type capital letters or secondary characters located on the upper half of a key, hold the right or left shift key down while you type the letter. To type a series of capitals, press the shift lock until it catches. Release the lock by touching either shift key.



## Tabulator

The tabulator is used for indentations, paragraphs, columns, forms, and date and signature positions. To set stops, move the carriage to the desired position and press SET switch forward. Press the tabulator key to move the carriage quickly and accurately to your selected stop. To clear individual stops, press the tabulator to the stop and then press the CLEAR switch down. To clear all stops, move the carriage left and right while depressing CLEAR.

Note: If you depress two or more keys at the same time, the keyboard may deactivate. Simply turn the machine off then on again to reactivate your keyboard.

## Powered Carriage Return

Touch the carriage return key for fast vertical line spacing. The carriage is returned to the left margin and the paper is moved up the number of spaces you choose with the line space selector. You can also use the carriage return key in combination with the tabulator for high-speed columnar copy.

## Repeat Action Keys

The X/underscore, back-space, and space bar are equipped with automatic repeating action. A little extra pressure causes them to repeat until released.



## Half-Space Key

Use the half-space key to correct errors, insert or delete a character, justify margins, emphasize headings, or make diphthongs.

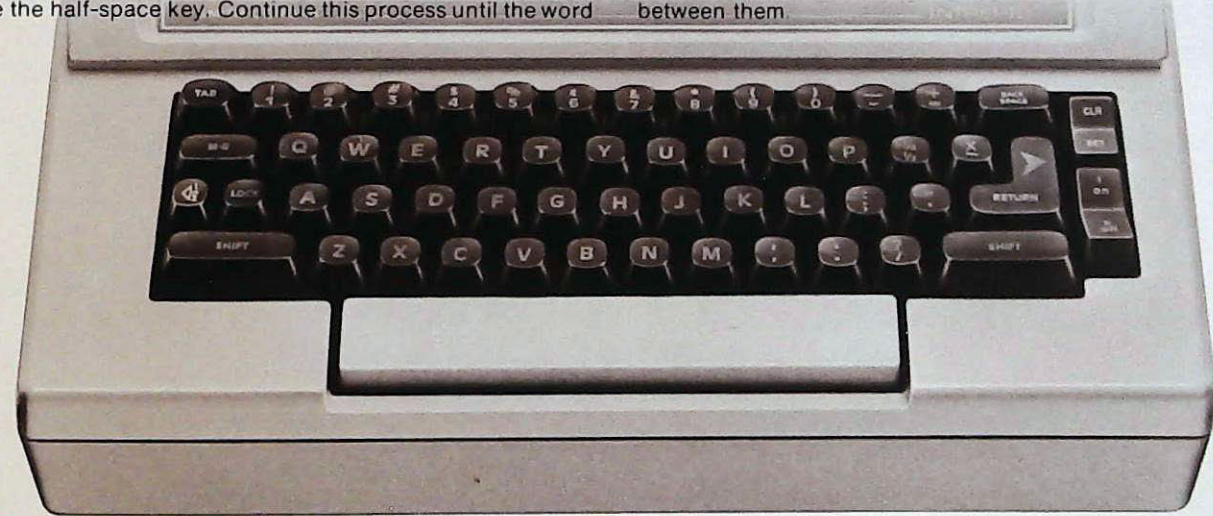
If you have left out a letter:

First, erase the incorrect word. Move the carriage back to the last letter in the word preceding the mistake; press and release the half-space key. Hold the half-space key down and strike your first letter; release the half-space key. Again, hold the half-space key down, strike your second letter, release the half-space key. Continue this process until the word

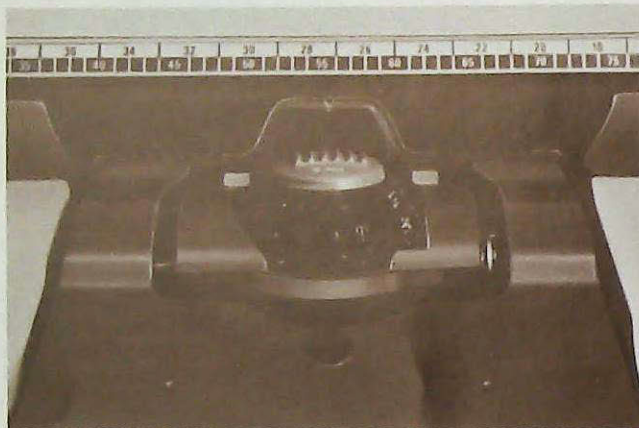
is completed. The words will have a half space separation between them.

If you type one letter too many:

First, erase the incorrect word. Move the carriage back to the last letter in the word preceding the mistake. Move the carriage two spaces forward. Hold the half-space key down and strike your first letter; release the half-space key. Again, hold down the half-space key, strike the second letter, release the half-space key. Continue this process until the word is completed. The words will have one and a half spaces between them.







## Line Indicator

When typed copy must go back into the typewriter for corrections or additions, use the line indicator. After inserting the paper, press in the variable line spacer and align the bottom of a typed line with the horizontal edge of the indicator. Then, lift up the paper release lever and center a typed character over one of the notches on the indicator. Put the paper release lever down before typing.

The line indicator can also be used as a guide for vertical and horizontal rules and underlines. Simply insert a pencil point into one of the deeper notches on either side of the indicator. For horizontal lines, move the carriage from left to right; for vertical lines, roll the platen.

# Accessories and Maintenance

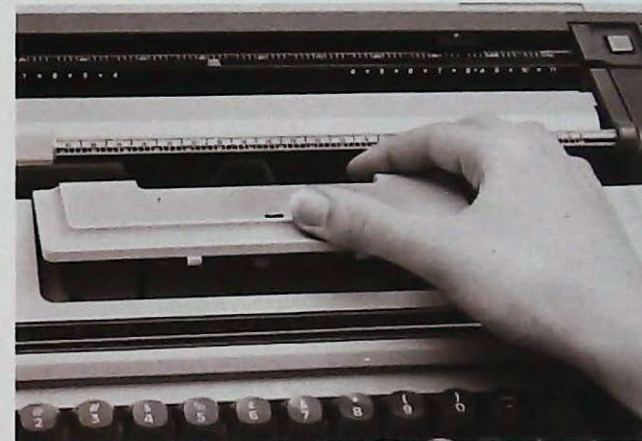
## Care and Cleaning

Smith-Corona recommends that your typewriter be adjusted, serviced, and lubricated by a trained typewriter technician at least once a year. If you do a great deal of typing, more frequent servicing may be necessary. Your Smith-Corona dealer will be glad to discuss your needs with you.

The finish on the typewriter will stay new-looking for years with a minimum of maintenance. Use a soft, lint-free cloth to clean exterior parts. Most smudges will come off when the cloth is dampened with warm water. **CAUTION:** Do not use alcohol or strong solvents on painted or plastic parts of the typewriter.

## Serial Number

Each typewriter carries a model prefix and unique serial number for your convenience and protection. Record them for use in ordering supplies and accessories and for identification in case of theft. To find your model prefix and serial number, move the carriage to the left. The number is stamped on the upper righthand side of the frame on the carriage bedplate. The model prefix is the number and letter combination preceding the serial number.



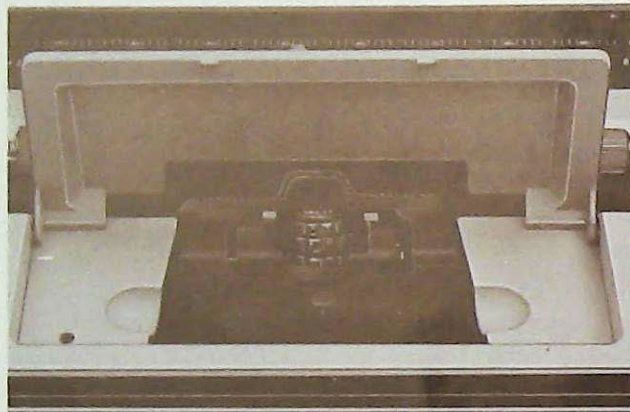
## Ribbon Cassette Cover

The ribbon cassette cover is easily moved for access to your ribbon cassette.

To lift the cover: Place thumb under triangle on cover and push to the rear. The cover will swing up and out of your way.

To replace the cover: Push the cover into position. To latch it securely, push down firmly on the triangle with your forefinger.

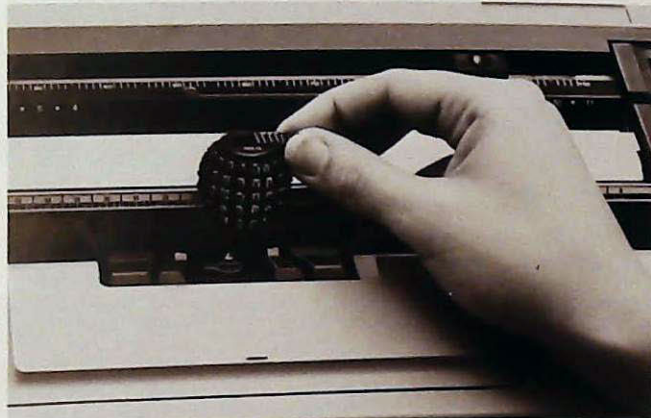




## Replacing Ribbon Cassette

To change your ribbon cassette, just follow these simple steps:

1. Lift the ribbon cassette cover.
2. Grasp each side of the cassette with thumb and forefinger and lift the cassette straight up.
3. Before inserting your new cassette, be sure the ribbon is taut. If it needs to be tightened, simply turn one of the small wheels on the bottom of the cassette.
4. Position the cassette with the ribbon inserted between the line indicator and typing element and depress firmly on the small circle in the center of the cassette.
5. Swing the ribbon cassette cover back into position.



## Replacing the Typing Element

With the interchangeable typing element, you can easily change type styles. Simply follow these steps:

1. Make sure that the shift lock is released and the typewriter is in lower case.
2. Slide the lock on top of the typing element to the extreme right.
3. Grasp the slide lock between thumb and forefinger and lift up the typing element.
4. To insert a new typing element, open the slide lock, grasp the lock, and insert into position. The small arrow on the element should point towards the platen.

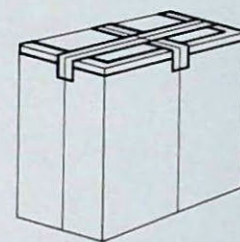
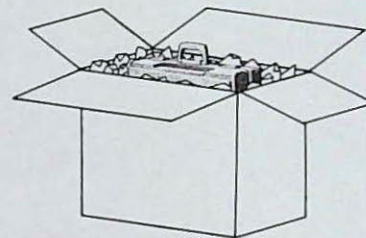
## Service

For service during the warranty period, read the Smith-Corona Warranty printed on the front side of your Literature Packet. Should your typewriter require lubrication, cleaning, or mechanical attention, return it to the dealer from whom it was purchased or take it to the nearest SCM Product Service Center. A complete listing of service points can be found on the insert inside your Literature Packet.

### Important instructions for repacking your typewriter

*If your typewriter must be shipped for service, follow these repacking instructions. Smith-Corona will not be responsible for damages caused by improper repacking.*

1. Put your typewriter in its carrying case and make sure that the latches are secure
2. If you have not saved your original packing materials (carton and foam), get a box slightly larger than your carrying case. Put wadded newspapers in the bottom of the box for cushioning.
3. Put the carrying case inside the box and fill the sides and top with more wadded newspapers.



4. Close the carton flaps and tape them shut. It is recommended that you use 2" wide filament or plastic tape.
5. In large letters, address the package for shipment to the nearest service point. Read the service points listing insert inside your Literature Packet for the point nearest you. Remember to include your return address.

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