

~ ~ INSTRUCTIONS ~ ~
for operating the New
KMC*
REMINGTON
Typewriter
*Keyboard Margin Control



REMINGTON RAND LTD.
Commonwealth House,
1-19 New Oxford Street, LONDON, W.C.1

TEN-KEY TABULATOR



The KMC Remington is also available with Ten-Key decimal tabulator mechanism. This model provides individual selection of ten different positions in each column of figures. For writing decimals this machine will automatically bring the carriage into position for writing any amount from the decimal point up to 100000000., or up to 1,000,000 where commas are used in writing the amount.

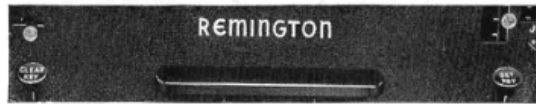
Things to do occasionally

Mechanically, your KMC Remington needs but little attention. Oil should be used sparingly—a drop or two on the carriage runways only is sufficient. Use only oil that will not “gum.” Type should be cleaned with a stiff brush.

Always cover the machine when not in use. Dust is a great enemy of the typewriter. Never clean exterior with alcohol which is injurious to the finish. Use only a soft cloth perhaps dampened with petrol or benzine.

KEY-SET TABULATOR

The KMC Remington is available in two tabulator arrangements: a one-key (Bar), key-set tabulator; and a ten-key, key-set decimal tabulator used for Billing and Statistical work.



For regular work the bar tabulator is most convenient. The tabulator Set-Key and Clear Key, conveniently located on the keyboard, simplify operation of the tabulator mechanism. To set the tabulator stop, move the carriage so that the desired writing point coincides with the centre of the Type Guide (22) and depress the Set-Key (29). This automatically sets a tabulator stop which is built into a rack on the back of the machine, with a stop available for each position of the carriage. As many stops as desired may be set to control the carriage at various points on the writing line.

To move the carriage into any writing position for which a stop has been set, depress the Tabulator Bar (7) and the carriage moves directly to the next position to the right.

To clear the machine of any individual stop, tabulate to that stop and depress Clear Key (6). To clear all stops in one operation, hold down Clear Key (6) and move the carriage from left to right.

USES OF THE TABULATOR

The tabulator mechanism may be used to speed the operation of the machine in many ways. When writing correspondence, the tabulator stops should be used for indenting paragraphs, setting a tabulator stop at the desired number of spaces from the left margin. Tabulator stops may be set to stop the carriage in position for writing dates, complimentary close, signature, etc. In addressing envelopes, set one stop for the name, another for the street address, another for the city, etc. The use of the tabulator mechanism saves much time and does away with the necessity of watching the machine to be sure that the writing is uniform.

For tabulating decimals on the one-key machine, set the tabulator stop in a position to write the highest amount to be written in each column. Press the Tabulator Bar to move the machine into the proper column then, if necessary, strike the Space Bar to move the carriage into the exact column in which writing is to commence.

IMPORTANT:

Do not oil type-bar slots. Move carriage to extreme left or right when erasing.

The New KMC REMINGTON

The new KMC Remington Typewriter provides an entirely new conception of faultless typing. The new, positive action Keyboard Margin Control brings margin setting to the keyboard where it really belongs.

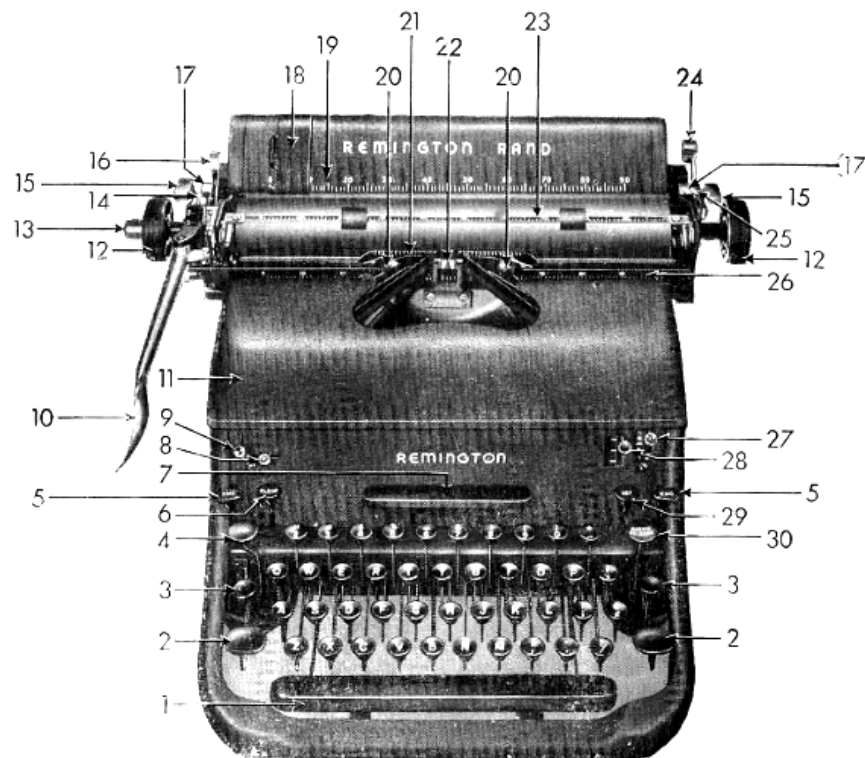
Developed from the result of over 75 years experience in building outstanding typewriters, this machine prints every character sharp and clear—and in perfect alignment. The smooth, speedy responsive action makes it truly a delight to use.

Exceptional ease of operation, and many exclusive features which reduce operator strain and fatigue, have been incorporated. Only featherweight pressure is required to operate the shift-key, and the exceedingly light carriage ensures a smooth, easy gliding operation. Large "Drop Spoon" carriage return lever is conveniently placed close to keyboard for speedy, efficient operation.

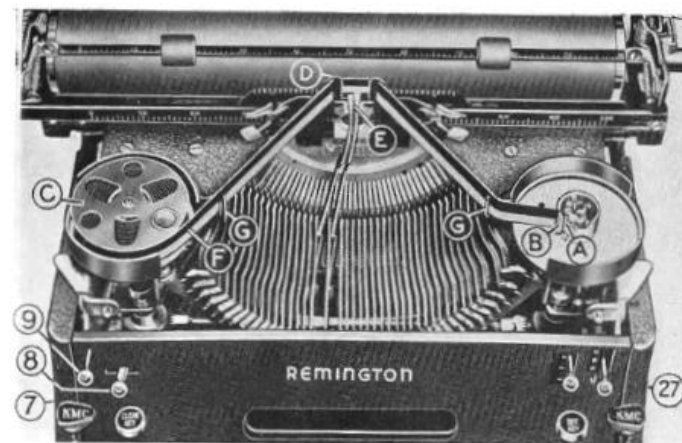
The keys on the Remington respond with amazing ease to the lightest touch, due to a new accelerated type action. The speed of the type bar action when type meets paper ensures perfect typing of original copy, a maximum number of sharp, distinct carbon copies and clear, clean-cut stencils.

A careful study of the features of the KMC Remington, as outlined on the following pages, will enable the operator to secure the maximum benefit and the utmost in efficiency from this truly modern typewriter.

Operating Parts



1. SPACE BAR, for spacing between words.
2. SHIFT KEYS (Left and Right) for writing capital letters and upper case characters.
3. SHIFT LOCK, (Left and Right) for continuous writing of capital letters and upper case characters.
4. BACK SPACE KEY, for moving carriage back one space at a time.
5. KEYBOARD MARGIN CONTROL (Left and Right) sets and clears margins from the keyboard.
6. TABULATOR CLEAR KEY, for clearing tabulator stops, either individually or collectively.
7. TABULATOR BAR, used to position carriage after tabulator stops have been set for desired writing points.
8. RIBBON REVERSE. A manual control to change direction of ribbon travel. Ribbon also reverses automatically when end of spool is reached.
9. KEY RELEASE LEVER, for releasing type bars when two or more "jam" due to a mis-stroke.
10. CARRIAGE RETURN AND LINE SPACE LEVER, for returning carriage and spacing paper to next writing line in one operation.



CHANGING THE RIBBON

Either single or two colour ribbon may be used. The half of the ribbon in use is denoted by the Ribbon Indicator (27). When the lever is on the blue dot, the upper half is in use—when at the red dot, the lower half is in use. At the central position or white dot, the ribbon is disengaged for stencil cutting. Direction of ribbon travel is controlled by Ribbon Reverse Lever (8). When this lever is in central position it frees the ribbon spool for winding in either direction.

To change ribbon, put Ribbon Reverse Lever (8) in centre position. Remove the snap-off Top Plate (11) with a slight lift-up and pull-forward motion. This exposes the Ribbon Spool mechanism as shown in the above illustration. Remove the ribbon cover from the right spool as shown. With index finger wind the left spool until the right end of the ribbon is visible (A). Lift end of ribbon out of slot (B) in right spool. Then remove ribbon cover (C) from left spool, lift entire ribbon out of left spool and pull ribbon through the ribbon carrier (D).

To put new ribbon in place push the Ribbon Indicator (27) to red position and press two keys at the same time so they collide (E). This will hold the ribbon carrier (D) in elevated position for easy insertion of new ribbon. Mount the new ribbon on the left spool with the winding side nearest you (F). If two-colours, have the black portion on top. Be sure the slot in the ribbon core is directly over the tripping lever in the spool centre. Insert free end of ribbon (A) in slot (B) in right spool centre. Place ribbon in ribbon guides (G) attached to right and left spool cups. Thread ribbon in the ribbon carrier (D) and turn spool until ribbon is taut. Move Ribbon Reverse Lever (8) to right position. Replace both spool covers (C). Press Key Release Lever (9) to release collided typebars. Replace snap-off Top Plate by putting the front part in position and pressing down. In ordering new ribbon use the designating letter "J" that appears just below the Ribbon Indicator (27).



CARD HOLDERS

No special adjustments are necessary to make this machine ideal for any kind of card work. Just press each of the Card Holders (20) forward to an upright position. These hold the card firmly against the

platen, permitting writing to the extreme edges of the card. To lower card holders when not in use, merely press the little lever attached to each holder. For drawing vertical or horizontal lines insert pencil or stylus in holes located in Card Holders and either turn the platen or move the carriage.

OPERATING SCALES

The operating scales on Carriage, Paper Table, Bail and Margin Rack all correspond. This greatly facilitates paper insertion and adjustment. For example: If adjustable Side Guide (18) is set at 10, paper inserted against this guide and the Margin Stop set at 25, there will be a margin of 15 spaces automatically set at the left side of the paper. The position of the writing point from the left side of paper or from left margin may be easily determined at any time by referring to Carriage Scale (26); while location of any writing on paper may also be easily determined by reference to scale on Paper Bail (23). Scale on Paper Table facilitates centering of paper in machine, as exact number of spaces in width of paper may be easily determined by laying paper on this scale. The co-ordination of all these operating scales greatly speeds centering of typing on paper and many other typing operations, saving time and work.



INTERCHANGEABLE PLATEN

The Platen of the Remington may be easily lifted out by the operator. Raise brackets (17) at each end of platen. The platen may then be easily lifted out. To replace, reverse this easy process. This feature permits cleaning of platen and feed rolls whenever desired. When typing work is varied, a card platen, or a platen with different degree of hardness, may be easily inserted in place of the regular platen. In this way the machine may be used for a variety of work—a convenient economy.

11. **SNAP-OFF TOP PLATE.** The Top Plate snaps off easily with a slight lift-up and forward motion. This exposes the ribbon spools for changing the ribbon and also facilitates cleaning of type. The Top Plate may be replaced readily by putting the front part of the top plate in position and pressing down.
12. **PLATEN KNOB (Right and Left),** for revolving platen in either direction. Used for inserting paper in machine.
13. **VARIABLE LINE SPACER,** for releasing platen from ratchet for writing on ruled paper and filling in work previously written. Press button in and turn Platen Knob at same time.
14. **LINE SPACE REGULATOR.** Used for regulating single, double or triple spacing between lines.
15. **CARRIAGE RELEASE LEVER (Right and Left)** permits free movement of carriage to right or left.
16. **RATCHET DETENT OR RELEASE LEVER.** Frees platen from line space ratchet control, yet permits use of line space lever. When the ratchet is again engaged, the platen will turn to exact point of original writing.
17. **REMOVABLE PLATEN BRACKETS (Right and Left).** Raise brackets at each end of platen. This frees platen so it can be easily lifted out. Simply reverse this process for replacing platen.
18. **ADJUSTABLE PAPER SIDE GUIDE** may be moved on paper table scale to accommodate varying widths of paper. Provides uniform margin on each sheet without adjusting margin stops.
19. **PAPER CENTERING SCALE.**
20. **CARD HOLDER (Right and Left).** Used to hold cards firmly against platen. Permits writing to extreme edge of card. When not in use they may be dropped to provide clear visibility of writing line.
21. **ALIGNING SCALE** indicates bottom edge of writing line. Used for re-adjusting paper after removal or when writing on ruled paper.
22. **TYPE GUIDE** ensures alignment of type, horizontally and vertically.
23. **PAPER BAIL** holds paper firmly against platen. Has scale corresponding to margin stop scale, carriage scale, and scale on paper table. May be easily pulled forward to free paper when making erasures.
24. **PAPER RELEASE LEVER.** Pull forward to free paper for removal or adjustment.
25. **PAPER BAIL RELEASE.** Press to return Paper Bail (23) to position after insertion of paper.
26. **CARRIAGE SCALE** moves with carriage and indicates, by means of slot in centre of type guide, the exact writing position.
27. **RIBBON INDICATOR** permits using upper, lower or middle part of ribbon. When indicator is opposite blue dot, upper part is in use; when opposite white dot, ribbon is disengaged for stencil work; when opposite white dash mark, middle part is in use; when opposite red dot, lower part is in use.
28. **PERSONAL TOUCH REGULATOR.** The tension of typebars may be adjusted to suit individual touch by moving the knob up to decrease the tension or down to increase the tension. The scale provides a guide for changing adjustment.
29. **TABULATOR SET KEY** used to set tabulator stops automatically. Move carriage to any desired position and depress Set Key.
30. **MARGIN RELEASE KEY** for writing outside either right or left margin stop without adjusting the stops.



KEY RELEASE

This is an exclusive KMC Remington feature. When type bars collide, as happens with even the most expert typists, it is only necessary to press the Key Release (9) and the bars fall back into place. This convenient feature saves time and prevents soiling of fingers or breaking of finger nails, as often happens when type bars are released with the fingers.

PERSONAL TOUCH REGULATOR

The type bar action of the Remington may be "personalized" to the touch of each operator. The key tension may be adjusted to meet individual preference of "light" or "heavy" touch. To adjust, move the Personal Touch Regulator (28) up towards "1" to lighten the tension or down towards "3" to increase the tension.



PAPER BAIL

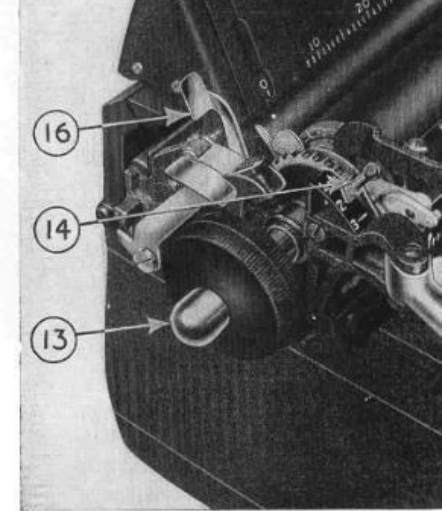
The improved Paper Bail (23) holds paper firmly against platen, permits writing to the extreme edge of the paper, and facilitates erasing. Bail rolls should be set one

third of the distance from each edge of paper. When inserting paper, pull forward on the bail and it locks in the middle position shown. When paper is inserted, depress Release Lever (25) and the bail snaps into place to hold the paper firmly. When making erasures on carbon copies, pull the bail to the forward position shown, clear of the platen. To return, lift into middle position and depress Release Lever.



VARIABLE LINE SPACING

Single, double or triple spacing between lines is accomplished by setting the Line Space Regulator (14) at the desired position. The Carriage Return Lever then gives the desired spacing each time the carriage is returned. For writing on ruled paper, when inserting paper for making corrections or fill-in, or when regular spacing will not suffice, use the Variable Line Spacer (13). Just press this button inward and turn the platen to bring paper to desired writing position. To return to original writing line, use the Aligning Scale (21) so that the letters will centre above scale lines. When for any reason it is necessary to depart from the original writing lines and then return exactly, use the ratchet detent or release lever (16). This frees the platen temporarily so that it may be turned to any writing position desired. When the ratchet is again engaged the platen will turn to the exact point of original writing.



KMC—KEYBOARD MARGIN CONTROL

Keyboard Margin Control is a new and greatly simplified device for setting margins on the New Remington. To set Left margin, move carriage to right, against left margin stop. Press and hold down left KMC key while moving carriage to desired position. Remove finger from carriage release lever, then release KMC key, and the margin is set-positively. To set Right margin, move carriage to left, against right margin stop. Press and hold down right KMC key while moving carriage to desired position. Remove finger from carriage release lever, then release KMC key, and the margin is set-positively. To clear the left margin, first move carriage to the right against margin stop, then depress left KMC key. Continue to move carriage to the right on to the final stop, release KMC key and margin is cleared. To clear right margin, depress carriage release lever, move carriage to the left against the stop, depress right KMC key and continue to move carriage to the left until final stop is reached, release KMC key and margin is cleared. A warning bell sounds before the right-hand margin is reached. After the bell rings, several more characters may be typed, then the keys lock, preventing further typing on the line unless the Margin Release Key (30) is depressed. This permits writing to the extreme end of the carriage.

