

« « **INSTRUCTIONS** » »

for operating the

**REMINGTON
MODEL 17**

Standard Typewriter



Remington Typewriter Division

Remington Rand Inc.

Export Group

BUFFALO, NEW YORK, U. S. A.

REMINGTON MODEL 17

The Remington Model 17 Standard Typewriter provides an entirely new conception of faultless typing. Developed from the result of 65 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 in the Model 17. Ounces of pressure only are required to operate the shift key, because the type bar segment only is shifted instead of lifting the carriage. The lightest, fastest carriage ever used on a typewriter ensures smooth, easy gliding operation. Large "Drop Spoon" carriage return lever is conveniently placed close to keyboard for speedy, efficient operation.

The keys on the Model 17 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; clear, clean cut stencils.

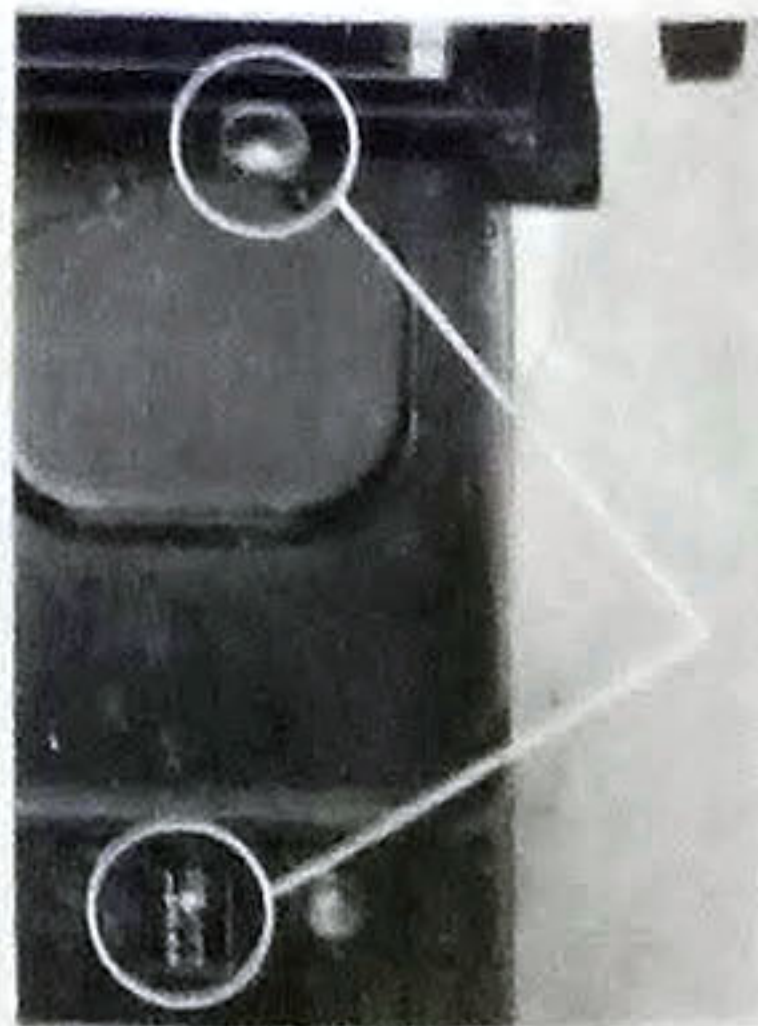


THE "JAM TRIP"

This is an exclusive Remington feature. When type bars "jam", as happens with even the most expert typists, it is only necessary to press the "Jam Trip" (8) 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.

TOUCH REGULATOR

The type bar action of the Model 17 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 carriage to extreme left position and turn Touch Regulator Thumb Screw (27) to the left to lighten tension, and to the right to increase tension. The Touch Regulator Scale (29) indicates the degree of tension, from light "1" to heavy "5".



OPERATING PARTS

of the

Remington Model 17

Standard Typewriter

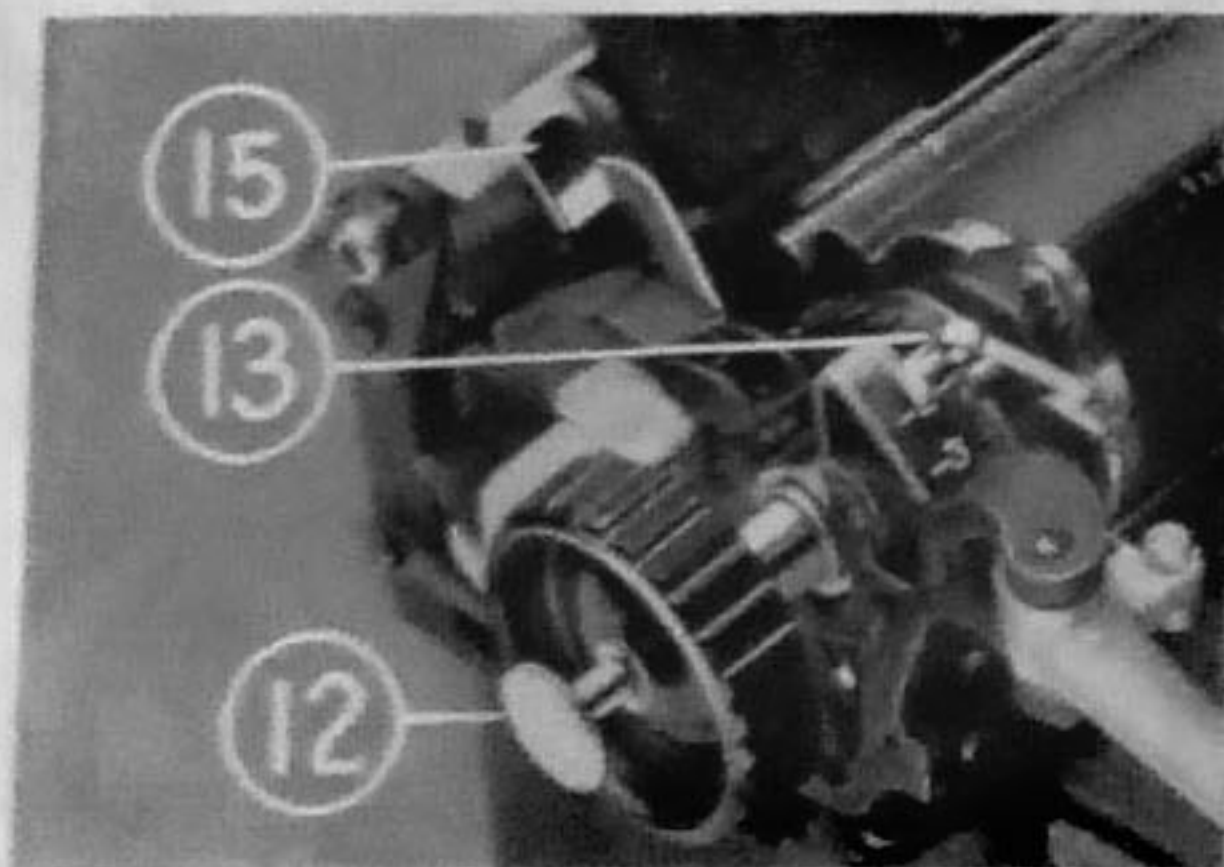
1. SPACE BAR, for spacing between words.
2. SHIFT KEYS (Left and Right) for writing capital letters and upper case characters.
3. SHIFT LOCK, for continuous writing of capital letters and upper case characters.
4. BACK SPACE KEY, for moving carriage back one space at a time.
5. TABULATOR CLEAR KEY, for clearing tabulator stops, either individually or collectively.
6. TABULATOR BAR—used to position carriage after tabulator stops have been set for desired writing points.
7. RIBBON REVERSE. A manual control to change direction of ribbon travel. Ribbon also reverses automatically when end of spool is reached.
8. "JAM TRIP", for releasing type bars when two or more "Jam" due to mis-operation.
9. CARRIAGE RETURN AND LINE SPACE LEVER, for returning carriage and spacing paper to next writing line in one operation.
10. RIBBON SPOOL COVER (Right and Left) for protecting ribbon from dust. Hinged cover may be easily opened for changing ribbon. (See instructions for ribbon changing.)
11. PLATEN KNOB (Right and Left) for revolving platen in either direction. Used for inserting paper in machine.
12. VARIABLE LINE SPACER, for releasing platen from ratchet for writing on ruled paper and filling in work previously written. Press in button and turn Platen Knob at same time.
13. LINE SPACE REGULATOR—used for regulating single, double or triple spacing between lines.
14. CARRIAGE RELEASE LEVER (Right and Left) permits free movement of carriage to right or left.
15. 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.
16. REMOVABLE PLATEN BRACKETS (Right and Left). Raise brackets at each end of platen. This frees platen so it is easily lifted out. Simply reverse this process for replacing platen.
17. TILTING PAPER TABLE, holds paper in upright position. May be tilted forward to expose marginal stops for adjustment.



18. ADJUSTABLE PAPER SIDE GUIDE, may be moved on scale on paper table to accommodate varying widths of paper. Provides uniform margin on each sheet without adjusting margin stops.
19. PAPER BAIL, holds paper firmly against platen. Has scale corresponding to margin stop scale and carriage scale, also to scale on paper table. May be easily pulled forward to free paper when making erasures.
20. CARD HOLDER (Right and Left). Used in position shown to hold card 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 readjusting paper after removal or when writing on ruled paper.
22. TYPE GUIDE insures alignment of type, horizontally and vertically.
23. MARGIN STOP RAIL at rear of paper table. Scale on this rail permits setting of margin stops in any desired position.
24. PAPER RELEASE LEVER. Pull forward to free paper for removal or adjustment.
25. PAPER BAIL RELEASE. Press to return Paper Bail (19) to position after insertion of paper.
26. CARRIAGE SCALE moves with carriage and indicates, by means of slot in center of type guide, the exact writing position.
27. TOUCH REGULATOR THUMB SCREW used for adjusting tension of type bars to suit individual touch.
28. RIBBON INDICATOR permits using upper or lower half of ribbon. When indicator is up opposite blue dot, upper half is in use; when at bottom opposite red dot, lower half is in use. When lever is in center opposite white dot, ribbon is disengaged for stencil work.
29. TOUCH REGULATOR SCALE indicates the degree of tension on the type bars, as adjusted by the Touch Regulator Thumb Screw. Used as a guide for changing adjustment.
30. TABULATOR SET KEY used to set tabulator stops automatically. Move carriage to any desired position and depress Set Key.
31. MARGIN RELEASE KEY for writing outside either right or left margin stop without adjusting the stops.

VARIABLE LINE SPACING

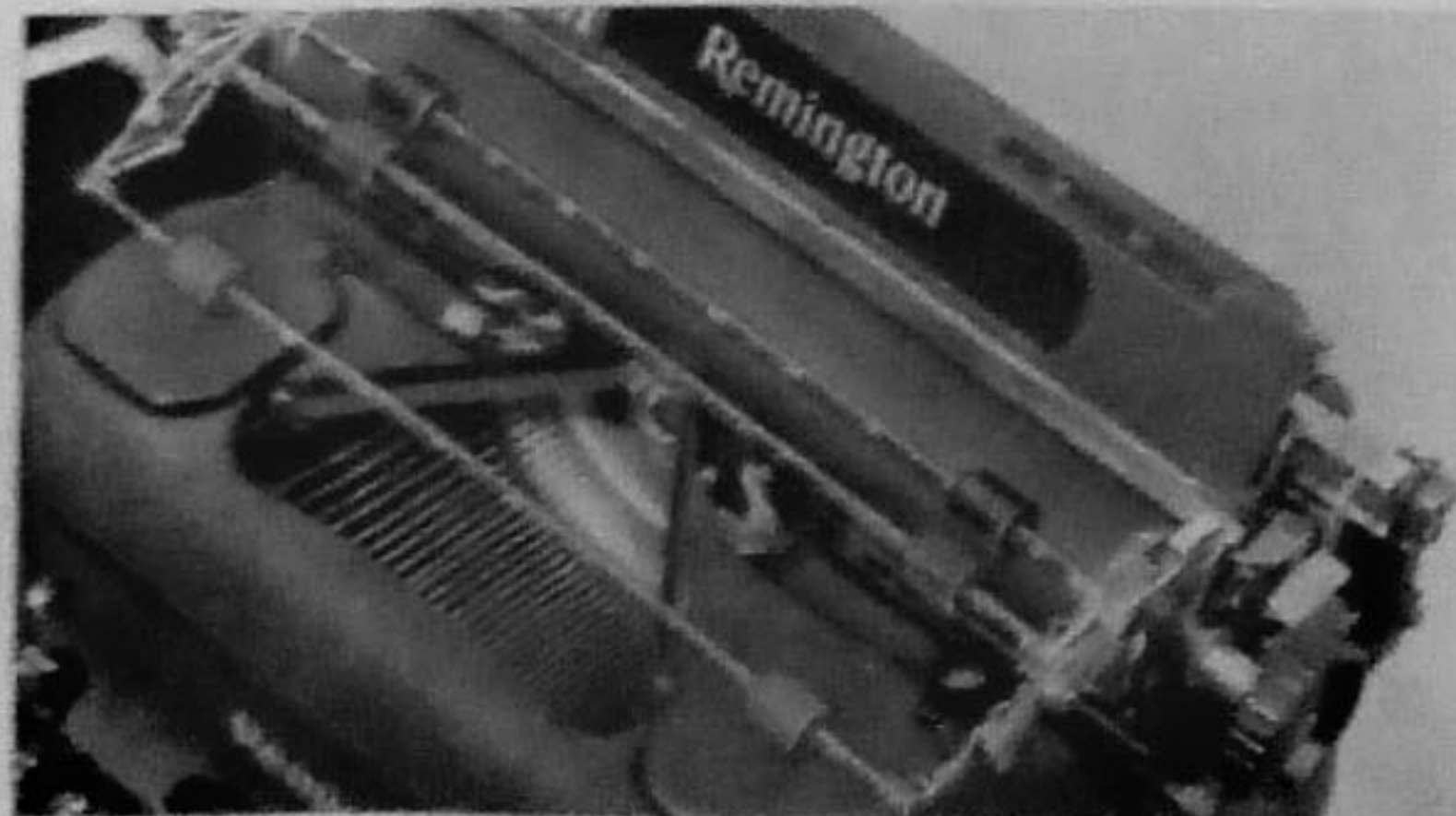
Single, double or triple spacing between lines is accomplished by setting the Line Space Regulator (13) at the desired position. The Carriage Return Lever then gives the desired spacing each time the carriage is returned. For writing on ruled paper, when inserting paper for making corrections or fill-in, or when regular spacing will not suffice, use the Variable Line Spacer (12). 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 center above scale lines. When for any reason it is necessary to depart from the original writing line and then return exactly, use the ratchet detent or release lever (15). 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.

PAPER BAIL

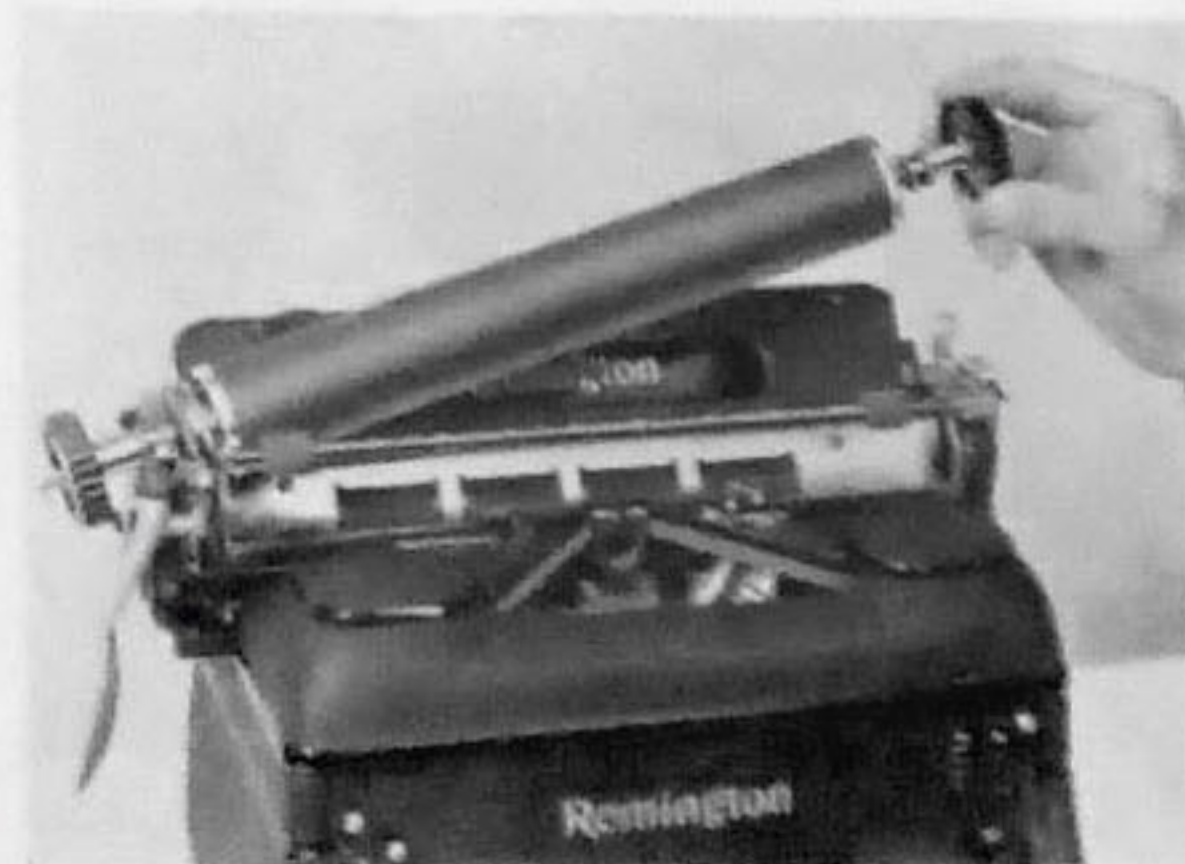
The improved Paper Bail (19) holds paper firmly against platen, permits writing to the extreme edge of the paper, and facilitates erasing. Bail rolls should be set one-third of the distance from each edge of paper. When inserting paper, pull forward on the bail and it locks in the middle



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.

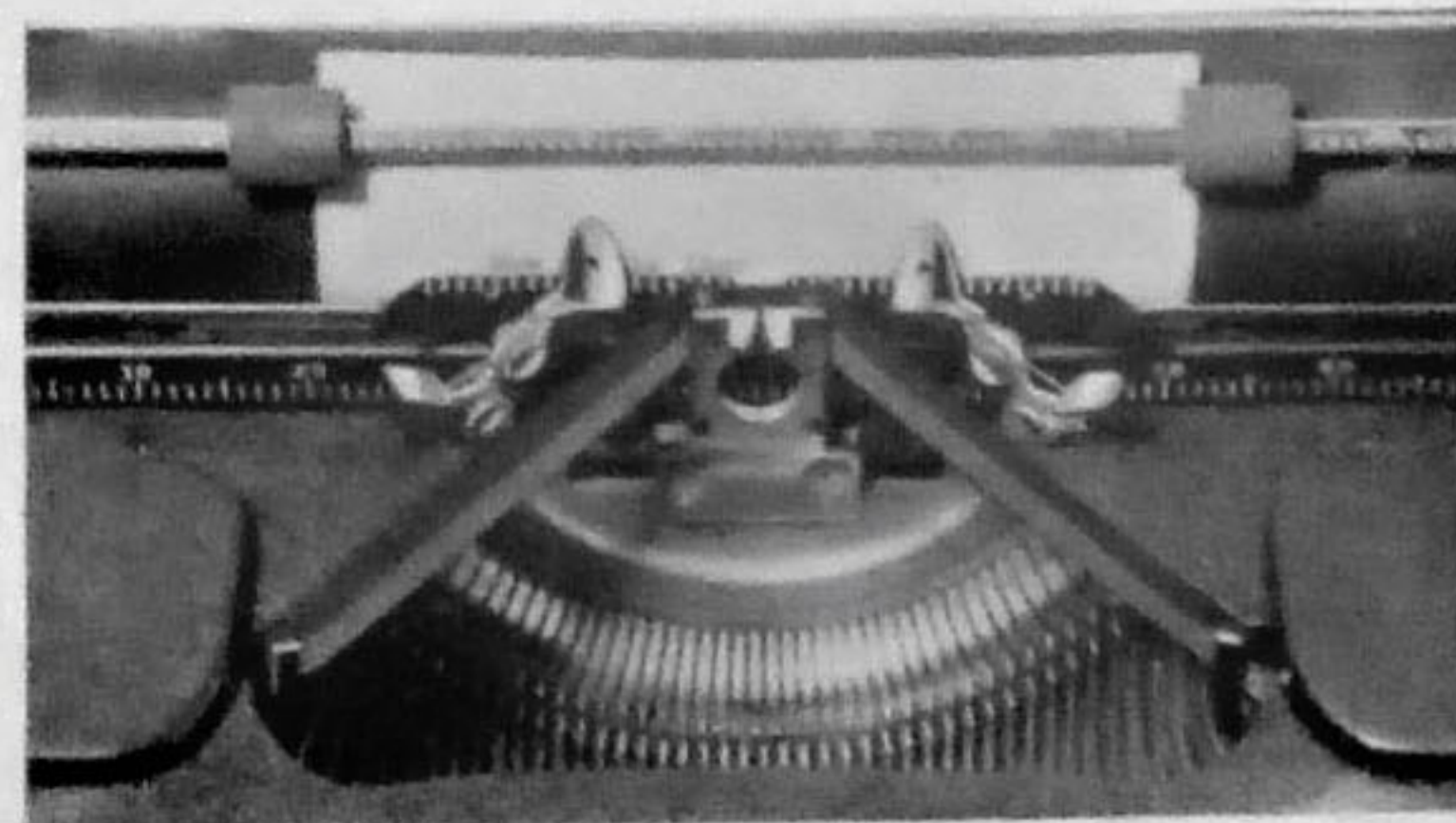
INTERCHANGEABLE PLATEN

The Platen of the Model 17 may be easily lifted out by the operator. Raise brackets (16) 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.



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.



KEY-SET TABULATOR

The Model 17 comes in three tabulator arrangements: a one-key (Bar), key-set tabulator and a six-key or ten-key, key-set decimal tabulator used for Billing and Statistical work.

In the single key model move the carriage so that the desired writing point coincides with the center of the Type Guide (22) and depress Set Key (30). Tabulator stops are built into the back of the machine, with a stop available for each position of the carriage. Tabulator Bar (6) is depressed to move carriage to desired position.

For other models, move carriage to the decimal point position of the column and depress the Set Key (30). Repeat for as many columns as desired. In these models, keys are numbered in units, tens, etc. After the stops are set, just depress the desired Tabulating Key, (tens, hundredths, etc.) and the carriage will move to the proper position.



To clear the machine of any desired stop tabulate to that stop and depress Clear Key (5). To clear all stops in one operation, depress Clear Key (5) and move the carriage from left to right.

MARGIN STOPS

The Paper Table (17) tilts forward to provide easy access to the margin stops on the back of the machine. These stops may be set according to the scale on the stop rail which corresponds with the Carriage Scale (26). Note that the margin scale reads from right to left. The right margin stop regulates the left margin on the paper and



the two margin stops at the left are used to regulate the right-hand margin on the paper. The extra stop is used next to the right-hand margin stop and may be set to give additional space for writing after the warning bell, yet ensures definite locking of the carriage before writing can run off the paper. A simple way to set margin stops is to place the carriage to desired position for left margin, depress round knob on back of the right stop and move it to the left as far as it will go—then move carriage to position for right margin and move the left stop to the right as far as it will go.

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 ten, paper inserted against this guide and the Margin Stop set at 25, there will be a margin of fifteen 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 (19). 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 coordination of all these operating scales greatly speed centering of typing on paper and many other typing operations, saving time and work.

CHANGING THE RIBBON

Either single or two color ribbon may be used. The half of the ribbon in use is denoted by the Ribbon Indicator (28). When the lever is on the blue dot, the upper half is in use—when at the red dot, the lower half. At the central position or white dot, the ribbon is disengaged for stencil cutting. Direction of ribbon travel is controlled by Ribbon Reverse Lever (7). When this lever is in central position it frees the ribbon spool for winding in either direction.

To change ribbon, put Ribbon Reverse Lever (7) in center position, raise Cover of right spool (10) and with index finger wind until all of ribbon is on right spool. Raise Cover of left spool (10), lift out left spool and unhook ribbon. Then lift out right spool and pull ribbon through vibrator. Now push Ribbon Indicator (28) to red position and press two keys at the same time so they "jam". Place new spool on right post. Clip end of ribbon on left spool and put spool in place on left post. Mount spools so winding side is nearest you. Thread ribbon in the vibrator and turn spool until ribbon is taut. Move Ribbon Reverse Lever (7) to left position.

Things to do occasionally

Mechanically, your Model 17 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 either a stiff brush or a good plastic type cleaner such as "Remtico".

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 gasoline or benzine.