INSTRUCTIONS FOR USING

The

FEATHERWEIGHT

PORTABLE TYPEWRITER

Distributed and Guaranteed by

International Typewriter Exchange

CHICAGO, ILLINOIS

30 Years World-Wide Business

MANUFACTURED BY

E. PAILLARD & Co. Inc.

YVERDON (SWITZERLAND)

ESTABLISHED 1814 - CAPITAL 2,300,000 SWISS FRs.

123 years' record of precision workmanship
TO CENTRE THE CARRIAGE

Before placing the cover on the machine see that the carriage is in such a position that the top of the triangular line guide (near the hole) is exactly above the little red line of the paper holder bar.

LEFT PAPER RELEASE LEVER

If the paper needs adjusting, pull the lever forward (the right lever can also be used), fix the paper to the correct position and then return the lever to its normal position.

RIGHT MARGIN STOP - BELL

Use exactly the same as for the left margin. A bell will ring which warns that only eight more characters can be typed on that line. Finish the word you are writing and then start on a new line to avoid writing several characters on the same spot at the end of the lines. If you wish to write beyond the margin stop then release this stop.

CARRIAGE RELEASE LEVER

This permits the carriage to be moved to the left.

WRITING ON LINES

To write on drawn lines, such as orders, lined paper, etc., turn forward the left platen knob, holding the right platen knob firmly. By this movement you release the platen, and it can be turned to the desired line. To re-set the platen, make the contrary operation.

SPACE BAR

Depress the space bar for spacing between characters or words. It is also useful for making a combination of characters, e.g., if you wish to write a hold the space bar down and write e and then . Other examples: ; , and := ; ' and . = !.

CARE OF THE MACHINE

Always keep the HERMES BABY machine in a clean condition. This will ensure its longer life. Always cover the machine when not in use. When an eraser is used pull the carriage to the extreme right or left so that the eraser dust will not fall into the mechanism.

RIBBON REVERSE LEVER

The ribbon winds from right to left or vice versa when writing. When one of the spools is empty the reserve is made by pushing one of the two levers, operating the ribbon movement towards the centre. When pushed to the right the ribbon will wind on the right spool, and when pushed to the left the ribbon will wind on the left spool. Reverse the ribbon before the signal reaches the ribbon guide. (Each ribbon is provided with a signal a few inches from either side of the ribbon.)

RIGHT PLATEN KNOB

This serves to turn the platen either up or down and also to move the carriage to the left or right.

HERMES BABY FEATHERWEIGHT

NOMENCLATURE AND INSTRUCTIONS

BACK SPACE KEY

When the carriage is to be moved backwards one or two spaces for corrections, additions, etc., depress the back space key as often as necessary. When writing with the back space key depressed the character will print in the centre between two characters—an advantage for additions.
LINE SPACING LEVER
When reaching the end of a line, press the line spacing lever down once or twice with your thumb according to the spacing required. Pull the carriage to the right as far as the left hand margin stop. Now you can write on the next line. The picture will show you the correct position of your fingers when spacing.
The line spacing lever cannot be worked unless the left platen knob is firmly held in its position (see par. "Writing on lines").

HOLE FOR TRACING LINES
Put the pencil into this hole, move the carriage sideways when a horizontal line will be drawn. By turning the platen knob a vertical line is obtained. This is very useful for charts, bookkeeping, statistical work, tickets, etc.

LEFT MARGIN STOP
Place the carriage to the position where you wish the first character to be written, then push the margin stop to this position.

PAPER SUPPORT
Before beginning to write lift this handy support which holds the typewritten sheet at the proper angle for reading.

LINE GUIDE
When the platen is disengaged (by depressing the left platen knob), turn it to the desired height. The writing line corresponds with the line guide. On the right is a small graduated scale with lines corresponding to the centre of the character, important for finding the required writing position. For corrections, etc.

RIGHT PAPER RELEASE LEVER
This operates in exactly the same manner as the left paper release lever.

KNOB FOR PAPER BAIL
Insert the paper between the paper table and the platen. When the paper appears lift the paper guide by turning the right knob away from you. Then turn the knob towards you, when the paper will pass through with ease.

LEFT SHIFT KEY
To write capitals or one of the signs placed above the characters, hold the left shift key down and strike the required character.

RIBBONS
Preference is to be given to the original HERMES ribbons supplied by the HERMES agents throughout the world.

HERMES BABY FEATHERWEIGHT NOMENCLATURE AND INSTRUCTIONS

RIGHT SHIFT KEY - SHIFT KEY LOCK
To write capitals depress the shift key. When a consecutive number of capitals are required lock the shift key. This can be done by depressing the shift key a little harder when it will move slightly to the right and remain locked. To return the carriage to its normal position depress the shift key a little to the left.
OPENING AND CLOSING THE CARRYING CASE

Push the two chromium plated bars towards the side, which is sufficient to lift the lid, then slide upwards and remove. The machine is now ready for use. The rubber feet insure that the machine remains stationary, even if put on a polished surface.

Before replacing the cover, move the carriage to the centre corresponding with the little red line on the paper holder bar. Be careful to see that the shift key lock is released. See that the cover is properly placed in the slots on the back of the machine, push the two chromium plated bars towards the centre, and the machine is ready for carrying.

CHANGING THE RIBBON (Use the original HERMES BABY ribbons)

When changing the ribbon wind the ribbon completely on to one of the spools by turning with the finger. Push down the shift key lock so that the ribbon guide is higher and thereby more easily accessible. Take the ribbon out of the ribbon guide through the opening on the left, and lift off the two ribbon spools. Detach the end of the ribbon from the empty spool and fix the new ribbon to this spool by means of the holder. Place the two spools back in position (see illustration), insert the ribbon in the ribbon guide through the little opening, and release the shift key lock. The changing of the HERMES BABY feather weight ribbon is so simple that it can be done in less than one minute.

CLEANING THE TYPE

To clean the type use a hard brush. Do not use pins or other metallic instruments; for preference use a pointed match stick. When cleaning the machine always make sure that dust falls outside the machine, and never inside the mechanism.

CLEANING THE PLATEN

The platen must only be cleaned with alcohol. Never use petrol or benzine as this tends to destroy the rubber.

OILING

All moving parts and those subject to friction should be oiled only at fairly long intervals. The oil to be used must be pure and light (typewriter oil). It should be applied in small drops, with a toothpick or match stick. Oil should never be allowed to enter the segment (type bars), nor to come into contact with the rubber rollers.