OPERATING INSTRUCTIONS FOR THE FABULOUS FLEETWING* PORTABLE
BY REMINGTON

easier to use,
does more jobs
than any other
portable typewriter!
MEET THE NEW
REMINGTON FLEETWING PORTABLE!

What a difference this wonderful new portable makes... homework, correspondence—all written work looks so much more elegant, so neat and easy to read. And now it helps you speed and organize your thoughts—brings out writing talents you'd never guess you had!

NOTE TO THE TYPEWRITER CONNOISSEUR:
The new REMINGTON FLEETWING Portable is the only portable with so many major office typewriter features:

- Wide, 11-inch carriage—holds full-size letterheads and school notebook paper \textit{widthwise}
- Full 88-character standard keyboard
- Swift, sure, feather-light touch
- Superbly sharp, distinctive printwork
- MIRACLE TAB
- Super-Strength frame
- Plus dozens of other advanced features!

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OPERATION TYPEWRITER

This section explains how to operate the Remington Fleetwing Portable, and demonstrates all the features that make this the most streamlined portable in the world. Follow the directions, step-by-step, and you'll be on your way to mastering touch typing in virtually no time at all.

VISIBLE MARGINS

To set your margins, press down the left-hand Visible Margin and move to the point on the Paper Table Scale where the writing line is to begin. Then press down the right-hand Visible Margin and move to the point where the writing line is to end. Your margins are set. To change, repeat operation.

THE CARRIAGE RETURN LEVER

Before you begin to type, be sure to lift the carriage return lever to "up" position. By placing the carriage return lever in "up", or working position, you automatically unlock the carriage.

CENTERING AND LOCKING CARRIAGE

To center and lock carriage, move it to the left about two inches beyond center. Then "collapse" the carriage return lever and move the carriage to the right until a "click" tells you it's locked securely in position.

TO PUT IN THE PAPER...

Turn the Cylinder Knob (either one) away from you until the paper is fed through the Transparent Card Holders ... under the Paper Bail, and into place.

IS THE PAPER IN CROOKED?

It shouldn't be! But if it is, use the Paper Release Lever (directly behind the right Cylinder Knob). Pull Lever up and your paper will be loose enough to straighten. Then, push Lever back down where it was before.

TO TAKE PAPER OUT...

Keep turning Cylinder Knob away from you till paper pops out. Never yank out the page or it will tear!

OR... DO AS THE EXPERTS DO...

Pull Paper Bail forward. Then, raise the Paper Release Lever. This loosens the paper so you can pull it out easily. Remember to push the Lever back into place when you're through.
HOW MANY SPACES BETWEEN EACH LINE?
See the numbers 1, 2 and 3 in the picture? (Near the left Cylinder Knob) Keep on #1 for single-spaced lines. Push to #2 for double-spaced lines. Push to #3 for triple spaces.

LINE SPACE AND CARRIAGE RETURN LEVER
The Line Space and Carriage Return Lever is a feature of the machine that comes into use every time the carriage is returned to begin a new line of typing. It is properly curved to fit the index finger of your left hand, and the same motion which returns the carriage also moves the paper up into position for writing the next line.

HALF-LINES
If you wanted to type H₂O, you'd need to move down half-a-line for the "2". To do this, use the Line Locating Lever (just behind the left Cylinder Knob). Push down as far as it will go, then turn Cylinder Knob until paper has moved down half-a-line. When you want to go back to your regular line, pull Lever back up where it was before.

To change the line spacing to a fraction of a line and then proceed with regular spacing, from the new position, press in the Variable Line Space Button on the left Cylinder Knob, and rotate the Cylinder to the desired line.

THERE'S THE BELL!
A warning bell rings when you reach the end of a line. This means you only have 5 more spaces on that line. After that, the keys lock. If you want to unlock the margin (either right or left margin), press the M.R. (Margin Release) key.

OOPS!
If you skipped a space while typing, just press the Back-Space Key (the one with the arrow, at the left). Every time you press this key, the carriage moves back one space.

CAPITAL LETTERS
To type a capital letter, hold the Shift Key (either one) while you type that letter. To type more than one capital letter, push down on the Shift Lock. This holds the keys in capital position till you unlock them yourself. To unlock, press down on the Shift Key.
TRANSPARENT CARD HOLDERS
Now you can see everything you type, even on small 3 x 5 cards. And the adjustment control for the holders automatically compensates for carbon packs.
HANDY RULING DEVICES are incorporated in the transparent card holders (left and right), so you can rule with a pen, pencil or stylus without removing the paper from the typewriter.

SYNCHRONIZED SCALES
Your REMINGTON Portable is equipped with Synchronized Scales which are in effect a set of corresponding synchronized rulers. All read from left to right, are identically calibrated with "O" in the same place, and are invaluable for margin setting, centering paper and locating the writing line.
A. Paper Guide Scale on Paper Table. Is used in setting the Paper Guide. Ordinarily, the Paper Guide is set at "O". Another value of this Scale is for centering paper.
B. Card and Writing Line Scale. Is used to align characters with work already on page or card. Top edge of Scale denotes base of writing line.
C. Cylinder Scale. Is used to compute measurements on the paper and for aligning full lines of writing. The top edge of the Cylinder Scale denotes the base of the writing line. It is also used for centering paper.
D. Centering Scale. To find the center of a page, insert the paper with the left edge at "O" on the Cylinder Scale. Then read the measurement at the right edge and divide by two, thus locating on the Carriage Scale the printing point which is the center of the page. To center a heading after locating the center of the page, backspace once for each two letters and spaces in the heading.

TO YOUR OWN TASTE
At the right of the keyboard is the Personal Touch Regulator. Keep on #1 if you like to type with a light touch. (Girls usually prefer this.) Push to #2 if you like a medium touch. Push to #3 if you like a firm touch. Experiment till you find the "touch" that's right for you.

RIBBON CONTROL
Below the top cover of your machine, to the right, is the Ribbon Control. To write on the upper half of the ribbon, move the Lever directly over the blue dot. Move Lever over the red dot when you want to write on the lower half (the red half). To type without the ribbon (for stencil-cutting), move the Lever directly over the white dot.

AUTOMATIC RIBBON REVERSE
The ribbon reverses itself automatically (it is a single stroke automatic reverse). When the end of the ribbon is reached, it reverses instantly. It may be reversed manually at any time by moving the Manual Ribbon Reverse found just below Top Cover, to opposite direction.

PERSONAL TOUCH KEYBOARD
The streamlined finger-speed keys on your FLEETWING Portable are moulded to fit your finger tips. This means greater typing comfort and greater typing speed. Safe too! The finger-speed keytops are non-inflammable, dirtproof and snap-proof — no sharp edges or "rings" to catch your fingernails.
THE RIBBON...HOW IT WORKS

There are twelve yards of ribbon in the FLEETWING Portable, on one spool, which winds onto a second spool. When all the ribbon is on the second spool, the ribbon automatically starts winding back onto the other spool.

A typewriter ribbon can last for months, depending on how much you type. When the printwork becomes faint, it’s time for a change. Changing the ribbon can be a messy job, but when you have the FLEETWING Simplified Ribbon Changer, it’s easy—and it’s neat! Just follow these simple steps:

TO REMOVE OLD RIBBON
1. Lift top cover by pressing up with thumbs at both ends of front of cover.

2. Push this button over to the left. It “unlocks” the ribbon.

3. Use your finger to wind all the old ribbon onto the right spool.

4. Press down the Shift Lock Key.

5. Press Simplified Ribbon Changer prongs together.

6. Remove tops from both spools. Unhook ribbon from left spool. Throw away right spool with the old ribbon.

TO PUT IN NEW RIBBON
1. Put your new spool of ribbon at the right, and be sure ribbon unwinds from back of spool.

2. Place the end of the ribbon with the metal tip into slot at the left.


Move the Double Action Lever up to “S” (for set) every place you want to start a new column. You can set as many columns on a page as you like.

When you press the Tab Key (right side of keyboard), the carriage moves over to the next column.

To clear (remove) one of these tab stops, move over to the stop you want to clear...push Double Action Lever down to “C” (for clear).

To clear all the tab stops, press the Double Action Lever down to “C”...hold it there...and move the carriage all the way from the left margin to the right margin.

The Miracle Tab is a marvelous help when you want to type a list, or indent for paragraphs. No other portable has this special feature.
these features contribute to better typing with your new Remington portable typewriter

1. 11-inch standard carriage with 10.3-inch writing line.
2. Single, double and triple line space selector.
3. Variable line spacer.
4. Line locating lever permits typing of fractional spacing.
5. Cylinder knobs (right and left).
6. Carriage release (right and left).
7. Adjustable paper side guide.
9. Visible margins, set directly from front of machine.
10. Line space and carriage return lever; also locks carriage.
11. Larger size cylinder provides greater paper gripping facility and better printwork as on office typewriters.
12. Three-position paper bail with centering scale. Quiets your typing and insures good registration.
14. Featherlight locked segment shift for faster, positive shifting to capital letters and upper case characters as on office typewriters.
15. Synchronized scales for margin setting, centering paper and locating writing line.
17. Paper release lever.
18. Transparent card holder (left and right).
20. Positive two-color ribbon and stencil control mechanism.
21. Margin release permits typing beyond right or left margin stops.
22. Personal touch regulator permits adjustments of key action to personal preference.
23. Tabulator key.
24. Shift lock (right and left).
25. Shift key (right and left).
26. Exclusive scientifically designed finger-speed keys developed especially for your finger comfort.
27. Standard 4-row, 44-key, 88 character keyboard with operating controls as on office typewriters.
28. Standard space bar as on office typewriters.
29. Positive action back spacer.
30. Exclusive MIRACLE TAB. Sets and clears tabulator stops right from the keyboard with one lever operation.
32. Full 12-yard ribbon as on office typewriters.
33. Removable top cover for easy access to ribbon and routine cleaning.
34. Super-Strength frame.
If you have a REMINGTON Portable, or plan to have one in the future, you should know how to get the most out of it. It’s a wonderful invention, and can take a lot of hanging around. But just the same, baby it as much as your father baby's his new car. Dust it. Wipe the keys often. Keep your portable in its case when you’re not using it. Keep hobby pins and screwdrivers out of its innards. And be careful not to drop it or jolt it, even when it’s in its case. It’s not fragile, but pretend it is!

Get a checkup. Once a year, take your REMINGTON Portable to your local typewriter serviceman for a checkup. He’ll inspect it, oil it, clean it, replace the ribbon and make any necessary adjustments...at a reasonable charge.

Empty the Case. Lift your machine out of its carrying case before you type. This keeps you from trying to type when a pencil is under the machine, assures you of quieter typing, and keeps machine from skidding. Some folks think the machine will slip less if it stays in the case. Not so! REMINGTON Portables are solid and sturdy...they stay put!

If You Must Erase, be sure to move the carriage far to the side so the eraser crumbs fall outside the machine. Never, never erase over the keys—a few eraser crumbs can harm a typewriter more than a year’s use.

Cushion The Blow. It’s a smart idea to insert two sheets of paper in your machine—one to type on and one to cushion the steel-tipped blows on the roller.

Use A Snap Stroke. The best way to tap the keys on a portable is to "snap" each key, darting your fingers at the keys. Use a light touch. Practice to see how light your stroke can be and yet "bounce" the typebars off the paper.

LET'S HAVE A QUIZ
First, get out your FLEETWING Portable and try every one of the machine parts explained in the previous section. Then, see how many of these questions you can answer correctly. Score 5 points for each question.

95 - 100 — You’re a genius!
85 - 90 — Excellent
75 - 80 — Very Good
65 - 70 — You need more practice
55 - 60 — Tsk tsk!
Below 55 — Let’s not even discuss it.

1. What’s the purpose of the Paper Bail?
2. How do you straighten crooked paper?
3. How do experts remove paper from machine?
4. How do you space a half-line?
5. Which lever do you push for selecting line-spacing?
6. What does the Carriage Return Lever do?
7. What does the Warning Bell mean?
8. Where is the Back-space Key?
9. What does the Shift Key do?
10. Which numbered scale do you use for setting margins?
11. How do you center a title?
12. What does the Personal Touch Regulator do?
13. What’s the purpose of the MIRACLE TAB?
14. Where, on the keyboard, is the MIRACLE TAB?
15. At what number should the Paper Guide usually be set?
16. What does Ribbon Control mean?
17. Where is the Simplified Ribbon Changer?
18. Which part of the machine opens like the luggage compartment door on a car?
19. What does the M.R. button do?