Your ROYAL PORTABLE

PROPER USE OF DUO CASE

Place case with machine on table so that the smaller section of the case with rubber suction cups is down, then move button on lock in sideways direction away from hasp. Hasp will spring open permitting top of the cover to be lifted by hand. Machine is then ready to operate in case if so desired. Top of case may be removed by pressing down release B, and sliding case top to the right. To remove machine completely from case, open latches C, under each foot and lift machine straight up. When returning machine to case see that the feet are directly over projecting pins and then close latches. Before closing case center carriage by seeing that the arrow on scale 11 (see inside illustration) is directly under center pointer.

CHANGING RIBBONS

To change ribbon, lift cover plate, then wind ribbon completely on one spool and remove from vibrator F, by one up and down motion. Lift out spool. Pull out about a foot of the ribbon from the new spool, and hook on hub of empty spool. Drop empty spool on left hand spindle G, and full spool on right spindle G—insert loose length of ribbon into gates E, on each side, then grasp center section of ribbon with fingers, press down between vibrator and cylinder, up over vibrator and then under prongs of vibrator as shown by arrow. Wind on empty spool until ribbon is taut, close down front plate and then machine is ready to operate. Ribbon automatically reverses when it is wound on one spool or the other, but may be reversed by hand with lever No. 21.