

INSTRUCTIONS FOR OPERATING THE ODELL TYPEWRITER.

The Type-bar is packed separately. Each one is fitted for its own machine. *Do not change it to any other.*

Slide the Type-bar into the grooves cut to receive it, with the point of the Stylus or hand piece toward the letters.

Press the two small levers together and raise them, then draw the Paper Carriage toward you as far as it will come, thus making it convenient to put in the paper.

Put the top edge of the paper face downward, under the Paper Roll, having its farther edge close to back end of Roll, then release the wire rod from the hook at outer end, roll the paper under it by turning the circular knob to the right, then fasten the rod again in place. See that the paper is started straight and lies smooth on top of the Roller, otherwise letters will be blurred. Always space between lines with Spacing Lever, near outer end of Paper Carriage.

To print, take hold of the Stylus or hand piece with the thumb and second finger on either side and first finger on top; place the point of the Stylus over the slot opposite the character you wish to print, press down with a quick motion bringing the type in contact with the paper, then allow the Type-bar to spring back to its original position, and not release the hand from the Stylus.

The spacing between letters is automatic. To space between words press the top lever downward with the left hand allowing it to spring back into place before printing another letter.

It will be seen by examining the Type-bar that the type is arranged in two lines on the bar. The Capitals and Figures are on one line and small letters and punctuation marks on the other. The Type-bar being pivoted at each end, to produce the desired characters it is only necessary to touch the Shifting Lever (marked Caps and Figs.) causing the Type-bar to rock from one line to the other. The Type-bar is held in position by means of a yielding spring lock, making it very convenient to write all capitals, as it is not necessary to hold down the Lever, as is done on many Double Case Machines. The Shifting Lever can be reached with the little finger, without removing the hand from the Stylus, therefore no time is lost in shifting to either case of letters.

The stationary Indicator always points to the spot where the impression is to be made. In case a letter is not printed clear, or left out entirely, by placing the Paper Carriage so the Indicator points to the spot desired, letters can be printed and interlined, lines started vertically under each other, etc.

After printing to the end of the line press the two Levers together and raise up, pull the Carriage back to the starting point, and feed the paper for next line with Spacing Lever up to the highest point, then press it down as far as it will go. This gives a uniform space between each line. Unruled paper is preferable.

A small Roller on the under side of the Rocker, which is covered with felt and saturated with ink, supplies the type with ink. When the impression gets too indistinct, put only a little ink on the Roller from the tube accompanying each machine. Use no other ink than that sent out for our typewriter, as it is prepared for our instruments.

The most convenient way to ink the Roller is to put a drop of ink on a card board then hold it against the Roller, at the same time move the Type-bar back and forth so as to revolve the Ink Roller, thereby distributing the ink around the entire surface. If at any time the letters are not evenly printed, but pale on one side, it is caused by the ink not being evenly applied, the Roller bearing only on one side of the type; in which case the spring can be bent up, thus overcoming the difficulty.

Should the Platen, or Rubber Roller become glazed or smooth, so it does not feed the paper through evenly, take it out and run a rough piece of Sand Paper over the surface, then apply Sperm Oil, after which, wipe off with a cloth. This will remove the gloss and obviate the trouble.

The machine should be kept clean and free from dust, in order that it may work free and easy. It would be a good plan to keep it in the Case when not in use. If these instructions are followed, you will find that your machine will do better work and last much longer. We send a tube of copying ink with each machine. One inking of the Roller will last for several days writing as it will not evaporate or dry up.

The Trip for operating the Bell Hammer, can be set at any point desired on the wire, by loosening the set screw, being careful to set the Trip square again before tightening.

Use a little oil on all parts where there is any friction, especially on the teeth of Comb in which the Stylus works, also the end of Rocker Spring, where it connects with the short arm of Rocker. The Type-bar Slide, the grooves in which it works and the Carriage should be cleaned occasionally, to prevent gumming, then apply fresh oil.

INSTRUCTIONS FOR MIMEOGRAPH WORK.

Remove Inker from machine. To do this take out the small cotter or pin at the bottom of Inker Support, turn the Support slightly and unhook the link; hook a small rubber band into link and catch it over screw head in post at the left, thus holding link out of the way.

Slide out Type-bar, cleanse it thoroughly from ink and replace it.

Lay the Wax or Stencil Paper writing side down on a flat surface; place the silk sheet on top of it and a sheet of ordinary letter paper on top of both, and fold edges of Wax Paper over. Before putting into machine lay a sheet of oiled tissue over the face of the Wax paper. (See also general instructions sent with Mimeograph).

To perforate the Wax Paper properly, use a strong stroke of Stylus. Experience will regulate this.

In ordering Wax Paper from the manufacturers, mention the Odell Typewriter,

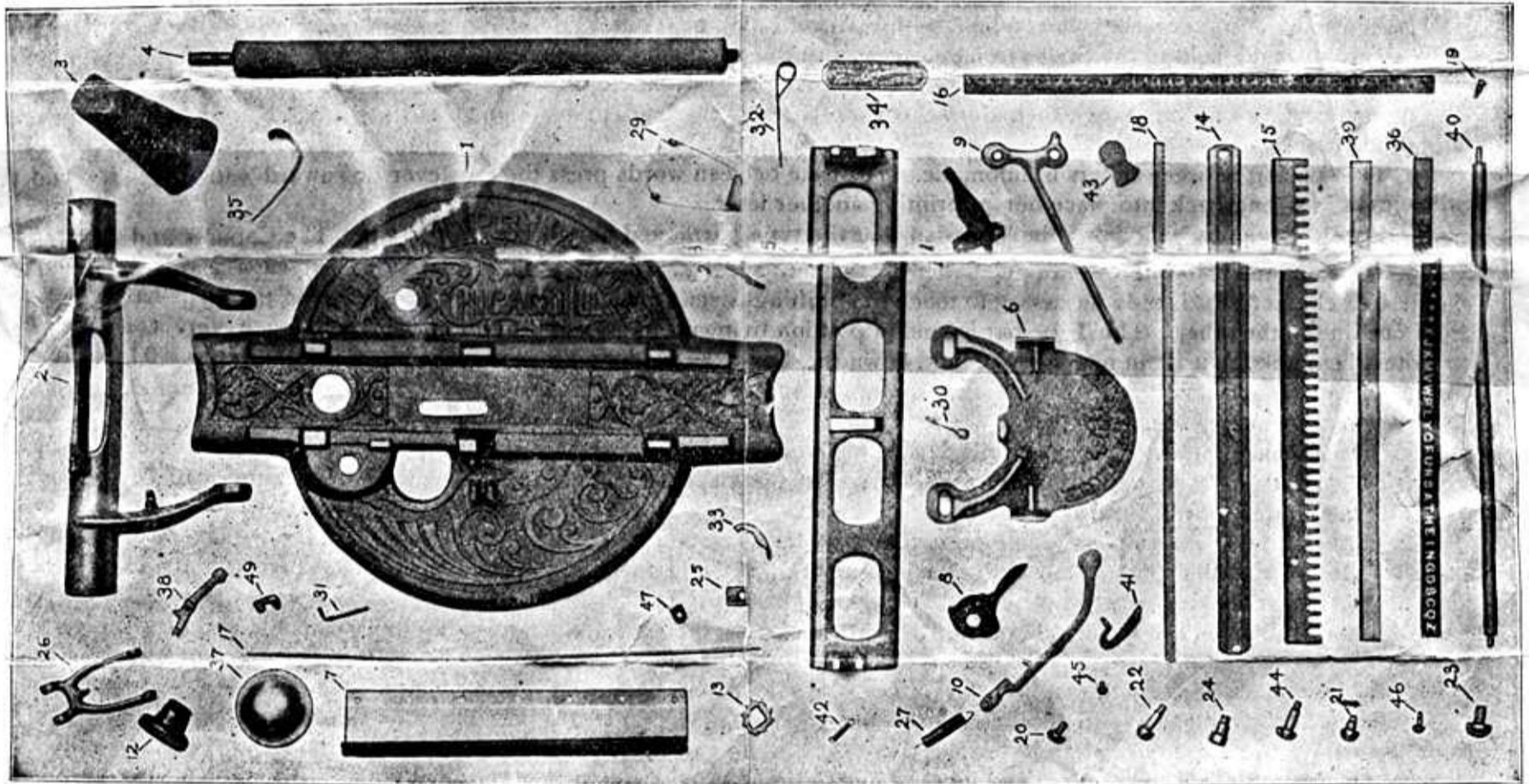
FARQUHAR & ALBRECHT

378-388 Wabash Avenue, CHICAGO, ILL.

PRICE LIST OF EXTRA PARTS

OF THE

ODELL TYPEWRITER



No. 1.	Base.....	\$ 2.50	No. 26.	Inker Support.....	\$.50
" 2.	Rocker.....	1.50	" 27.	Carriage Feed Spring.....	.20
" 3.	Post.....	.75	" 28.	Letter Indicator.....	.15
" 4.	Roller Covered.....	1.00	" 29.	Inker Roller and Spring.....	.15
" 5.	Carriage.....	1.15	" 30.	Link for Inker.....	.15
" 6.	Comb Support.....	1.50	" 31.	Hook for Paper Wire.....	.15
" 7.	Paper Spring.....	.35	" 32.	Rocker Spring.....	.20
" 8.	Spacing Lever.....	.50	" 33.	Pawl for Space Lever.....	.20
" 9.	Upper Feed Lever.....	.50	" 34.	Name Plate.....	.20
" 10.	Lower Feed Lever.....	.50	" 35.	Paper Guide.....	.20
" 11.	Stylus.....	.50	" 36.	Celluloid Alphabet for Key Board.....	.10
" 12.	Thumb Wheel.....	.50		Ink per Tube.....	.10
" 13.	Ratchet Wheel.....	.30	" 37.	Bell only.....	.20
" 14.	Type Bar Slide.....	.50	" 38.	Bell Hammer.....	.20
" 15.	Comb.....	1.00	" 39.	Strip for Elevating Key board.....	.30
" 16.	Type Bar.....	1.20	" 40.	Rod for Mounting Type Bar.....	.50
" 17.	Paper Wire.....	.10	" 41.	Lock Spring Protector.....	.20
" 18.	Spacing Rack.....	.75	" 42.	Lock Spring.....	.10
" 19.	Inker Screw.....	.10	" 43.	Shift Lever.....	.10
" 20.	Comb Screw.....	.10	" 44.	Lever Screw.....	.05
" 21.	Shoulder Screw.....	.15	" 45.	Indicator.....	.05
" 22.	Carriage Stop Screw.....	.10	" 46.	Link Screw.....	.05
" 23.	Post Screw.....	.10	" 47.	Bearing for Type Rod.....	.10
" 24.	Shoulder Screw for Rocker.....	.15	" 49.	Bell Trip.....	.10
" 25.	Carriage Stop.....	.15		Bell Trip Screw.....	.05