Let’s get acquainted with your

R.C. Allen

Vis-O-matic

Typewriter
AUTOMATIC VISIBLE MARGINS

VisOmatic, the fastest, easiest setting and only visible automatic margins. With the pointer and second finger positioned on the Carriage Release Lever and Margin Set Button, depress both as the Carriage is moved to desired position. Release — Presto! The Margin is automatically set.

SHORTEST REACH TO PAPER TABLE

When you are inserting the paper into the carriage, or when you find it necessary to make any erasures, or when the typing is to be in exactly the proper eye focus . . . then you will immediately notice exactly how the R. C. Allen VisOmatic Typewriter is actually tops in every department.

PAPER CENTERING DEVICE

While inserting the paper in the carriage, position the left edge of the paper on the little vertical white line at Position 6 on the paper table scale. The vertical red line on the Bail Rod indicates center of the sheet of paper for ease in centering captions.

REMOVE TYPEBAR COVER (COWL)

To change the ribbon or clean the type, the Cowl may be completely removed (see Item 18 inside) for complete accessibility — it's easier to change the ribbon or clean the type on your new VisOmatic.

VARIABLE SPACING KNOB

These are the most comfortable of all platen knobs with clearance to prevent breaking finger nails. The Variable Button protrudes from the left knob and may be depressed by the edge of the index finger as the knob is turned to the desired line of writing.

BALANCED LINE SPACING

2½% of all typing operations involve returning the carriage. VisOmatic shortcuts operating movements and reach with its Balanced Line Spacing as the Adjuster positions the Line Space Lever for one, two or three space movement, not three space movement for all spacings.

QUICK-SWITCH PLATEN

This quickly removable platen permits switching to a hard platen for multiple copies or to special card holding or label platens in a jiffy.
39 wonderful features for new efficiency and ease!

1. LEFT MARGIN SET KEY: When carriage is at desired position, a touch of this key will spring the cut-out 8 C, all keys to correct margin into place. Or, depress this margin key along with the left carriage release, and position carriage and margin simultaneously, automatically.

2. LINE SPACE GAUGE: Change from single to double spacing by moving this convenient lever to the desired position.

3. LINE SPACE PLATEN RELEASE: To change line spacing temporarily without losing original line, pull this lever forward and return platen to desired position. Pushing lever back returns you to your original spacing.

4. MOVABLE PAPER GUIDE: Permits accurate paper feeding in any desired position, moves against scale for accurate adjustment.

5. VISIBLE LEFT MARGIN INDICATOR: Shows exact left-hand margin setting against scale. Operates with movable paper guide.

6. LEFT PAPER CENTERING SCALE: To center paper, use both scales on paper plate. Paper is centered when both scale indication appears on both edges of paper.

7. PAPER SUPPORT TAB: Supports paper when typing, tilts forward to permit manual feeding of paper.

8. LINE INDICATOR SCALE: Indicates line of typing. Top of line indicator marks the beginning of the line of writing. Vertical white lines on the scale mark the center typing position of each type.

9. PAPER BAIL: Three-position paper bail holds paper firmly in place, moves forward to permit easy correction and paper adjustments, moves backward out of the way.

10. MARGIN SCALE: Indicates position of margin stops.

11. RIGHT MARGIN INDICATOR: Same as No. 4, right hand margin.

12. RIGHT PAPER CENTERING SCALE: Same as No. 6, for right hand operation.

13. PAPER RELEASE LEVERAGE: When moved forward releases paper.

14. RIGHT MARGIN SET KEY: "Visiomatic" margin, both automatic and visible. To set right margin, simply depress key. To change margin to any position, hold key depressed and move carriage.

15. RIGHT CARRIAGE RELEASE: When depressed, carriage can be moved in either direction to any desired position.

16. RIGHT HAND PLATEN KNOB: Platen is turned either forward or backward with this sure-grip plastic plate knob.

17. PLATEN RELEASE LEVER: Pull forward to remove platen from cleaning or replacement. Extra platen available in varying hardness for special uses.

18. COWL: Covers key section and ribbon spool mechanism. Easily removed for cleaning or ribbon change. Simply grasp through the opening, tilt forward and lift out. To replace, line up outer edges and press straight down.

19. TYPE BAR GUIDE: Guides type to printing position.

20. TAB SET KEY: To set tab stops, position carriage and press the tab set key. Tabs may be placed at any position of carriage.

21. RIBBON SHIFT LEVER: When this lever is moved to the "R" position, the machine writes on the black portion of the ribbon; in the "P" position, on the red portion of the ribbon. In the "O" position, the ribbon is inoperative and permits cutting of stencils.

22. TABULATOR: Depress and hold until carriage reaches desired position; carriage will stop where tab stops have been set.

23. PLUS AND MINUS KEY: MARGIN RELEASE KEY: When the right margin has been set, the bell will ring several times before keys lock. To release margin simply depress margin release key.

24. RIGHT SHIFT KEY: Depress when writing a single capital letter.

25. SPACE BAR: For spacing between words.

26. PLASTIC KEYBOARD SHIELD: Does away with paint wear on keyboard frame. Can be removed and replaced, use care when removing because it is thin plastic and can be torn.

27. LEFT SHIFT KEY: Depress when writing a single capital letter. For left hand operation.

28. LEFT SHIFT LOCK: Same as No. 25 for left hand operation.

29. BACK SPACE KEY: Depress to move carriage one or more spaces backward.

30. KEY TENSION CONTROL: Permits tuning touch to individual operator's requirements. Tension varies from light to heavy, with a medium position.

31. TAB CLEAR KEY: To remove any individual tab stop, tabulate to the stop to be removed and press in the Tab Clear Key. To inset a group of stops, hold in the Tab Clear Key while moving carriage in either direction using Carriage Release No. 15 or No. 38.

32. MANUAL RIBBON REVERSE LEVER: CARRIAGE RETURN AND LINE SPACE LEVER: Moves carriage to right and space to desired writing line, either single, double or triple space as determined by setting of line space gauge No. 2.

33. FULL-LENGTH CARRIAGE SCALE

34. RIBBON CARRIER

35. LEFT HAND PLATEN KNOB: Same as No. 45, for left hand operation.

36. VARIABLE SPACE BUTTON: When pressed, in the paper can be rolled up or down through infinite graduations to any desired spacing.

37. LEFT CARRIAGE RELEASE: Same as No. 15, for left hand operation.

A D J U S T A B L E S P A C E R

To Justify Right Margins or Type 2 characters in space of one.

Half space between the words.

After typing "Half" hold space bar down after the "Ff" and strike the letter "a", release space bar, then depress and hold down while typing "p", repeating for "u", "o" and "g". After typing "Ff" space one full space with space bar and type next word regularly, but after its last letter, half space again.

Space and a half may be accomplished in same manner taking full space bar in "g". Leave then holding down for the space and a half.

To Correct an Error

Now is the tie for all.
Now is the time for all.
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The R. C. Allen VisOmatic typewriter is another Superior product of

R.C. Allen Business Machines, Inc.
Grand Rapids, Michigan
Manufacturers of
ADDING MACHINES, BOOKKEEPING MACHINES, CASH REGISTERS, AND TYPEWRITERS