From the Peter Weil Typewriter Archives

THE REMINGTON NOISELESS WAY
Before you is the one typewriter that will give you writing perfection in silence. Your Remington Noiseless is the result of years of research into the value of quiet in the office, from your point of view, as in the final analysis you are the one who benefits most from the peace and quiet your Noiseless will give you—benefits of speed, accuracy, matchless beauty of printwork, peace of mind from typewriter clatter, and steady nerves and a relaxed approach to your daily problems.

This book contains instructions for the operation of your Noiseless that are brief and clear. From it you will become thoroughly familiar with your machine, inside and out. If there are any details you do not understand, our nearest Branch Office or Representative will be glad to help you without charge.
By quickly running over this chart of Remington Noiseless Parts, you will become more familiar with each operating mechanism and can easily understand the remaining pages of this Instruction Book. Go around the diagram at the left reading clockwise.

1. Space Bar.
2. Shift Key (Right and Left).
3. Shift Lock (Right and Left).
4. Back Space Key.
5. Ribbon Reverse.
7. Ribbon Spool Cover (Right and Left) see instructions for changing ribbon, page 13.
9. Platen Knob (Right and Left).
10. Variable Line Space Lock. (See instructions on page 11.)
11. Line Space Regulator. Single, double or triple spacing.
13. Platen Ratchet Detent Lever. (See description page 11.)
15. Platen Lock Lever (Right and Left). (See instructions on page 8.)
17. Tilting Paper Table.
19. Aligning Scale. For positioning paper.
20. Type Guide. For horizontal, vertical letter alignment.
21. Ribbon Carrier. (See instructions on page 13.)
22. Paper Bail.
23. Paper Fingers. (Right and Left).
24. Ribbon Indicator. (See instructions on page 12.)
25. Margin Release Key.
26. Pressure Dial (See instructions on page 10).
27. Tabulator Set Key. (See page 9).
28. Tabulator Bar. (See page 9).
29. Tabulator Clear Key. (See page 9).
IT'S NOISELESS

The famous Remington Noiseless Principle that makes your typewriter such an outstanding machine is Noiseless by virtue of pressure printing.

When a key is depressed, the typebar snaps to the printing point immediately. Then the mechanism is set in motion and an accurately calculated weight is thrown forward, pressing the type against the ribbon, and the impression is made. That’s pressure printing! The principle of the printing press applied to your typewriter.
Remington Noiseless Typebars are *Speed* Typebars. You are writing on the fastest machine made today, and on this page you can plainly see why!

Speed Typebars travel in a swift, straight line only one and three-quarters inches to the platen. On ordinary hammerblow machines every typebar must travel an arc of five and three-quarters inches! More than three times as far every time a key is tapped!

The great saving of time and energy, the greater volume of work you will be able to turn out as a result of Speed Typebars, will be an important value to you in your progress as you type on this, The World's Finest Typewriter.
REMOVABLE PLATEN

For variety in the type of work you are doing, there is nothing like having a Removable Platen on your Noiseless. This makes your machine adaptable to the work of two machines instead of one. It is ideal for card writing with the special card writing platen pictured lower left, or for changing to different types of platens of varying hardness for special work.

To change platens is easily accomplished: release the lock levers. (No. 15, Page 4,) push forward, and the platen may be lifted out. To replace, merely reverse this simple process.

Remember this feature on your Noiseless— it is easy to accomplish and takes but a few seconds' time.
Your Remington Noiseless has either a Bar Tabulator unit, or a ten-key decimal tabulator unit.

With the Bar Tabulator model place the paper bail so that it rests on its guide and then move the carriage to the desired stop setting. This setting will show on the paper bail scale. Then depress the set key (27). To clear the stops, depress the clear key (29) and while it is held down, move the carriage from left to right. To use the Ten-Key Tabulator, move the carriage to the position where the decimal point of the column will be and depress the Set Key. Repeat as many times as number of columns desired. The keys are numbered in units of tens, one hundreds, etc. After the stops are set, just depress the desired tabulating key (tens, hundreds, etc.) and the carriage will move to the proper position. To clear the stops on the ten-key tabulator, depress Clear Key (29) and move carriage from left to right.
Another exclusive feature on your Noiseless is this Pressure Dial which gives you a decided advantage when it comes to carbon copies and "fill-in" work.

This exclusive device controls the movement of the carriage backward and forward, and permits the making of carbon copies in any quantity without indenting or embossing the original sheet.

To make several carbon copies, move the indicator lever to the right one graduation on the scale for each four copies required. This setting would vary slightly with various weights of paper.

<table>
<thead>
<tr>
<th>0</th>
<th>I can write like this or</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>I can write like this or</td>
</tr>
<tr>
<td>2</td>
<td>I can write like this or</td>
</tr>
<tr>
<td>3</td>
<td>I can write like this or</td>
</tr>
<tr>
<td>4</td>
<td>I can write like this or</td>
</tr>
<tr>
<td>5</td>
<td>I can write like this or</td>
</tr>
</tbody>
</table>

By means of the Pressure Dial, varying degrees of inking are possible as shown above from very light to very dark. This is invaluable in matching other typescript or for "fill-in" work.

The farther the dial is moved to the right, the fainter the characters
The Remington Variable Line Spacer will permit either the location of individual lines or, by use of the lock, will allow free spacing. To give you free spacing on your cylinder, pull out Platen Knob (9) to left. Now bring Variable Line Space lock forward into the space as illustrated at lower right. Then release your hold and the Variable remains stationary. When inserting letters or numbers, pull the left platen knob out and regulate the platen to the proper place.

The Platen Ratchet Detent Lever (13) also permits a free turning of the cylinder but serves a different purpose from the Variable Line Spacer. When the Platen Ratchet Detent Lever is pushed down, the Ratchet which controls the line spacing is entirely released but the relationship between the line of writing and the line spacer is not changed.

While the cylinder may be turned freely, it is only necessary to re-engage the Ratchet Detent Lever at the approximate point of departure from the original line of writing to enable the cylinder to be turned again to that original line of writing with mechanical accuracy.
The Ribbon Indicator (24) is an important device on your Noiseless. It serves as an economizer on ribbons, getting the most possible use out of each.

This feature provides for writing on the black or red portion of a two-color ribbon, or enables the use of both upper and lower half of a single-color ribbon, thus effecting an economy in ribbon use. It is particularly important to note that the use of the lower half of the ribbon does not retard the action of the keys.

By placing the Ribbon Indicator to the neutral notch, the ribbon becomes inoperative and type strikes directly against the platen for stencil cutting.
CHANGING RIBBONS

When replacing, or changing a ribbon on your Noiseless, first remove both spool covers (7); wind all of the ribbon to be discarded on to the right spool by using the Manual Ribbon Reverse (5) which has a crank on the right hand side of the machine, not visible in the Diagram on page 4. By pushing the crank handle in or pulling it out you change the direction of the ribbon travel from one spool to the other. Now lock the carriage in upper case position with the Shift Lock Key (3).

Lift end of ribbon out of the left ribbon spool slot as shown in Figure 10. Then lift the entire ribbon spool out of the right side, as in Figure 11, and follow the course of the disengaged ribbon through the Ribbon Carrier, or Lift (21) as you do so. Discard ribbon spool and all. A new spool comes with each new ribbon.

Mount the new ribbon on the right spool with the winding side away from you. (If you are using a two-color ribbon, be sure the black portion is at the top). The slot in the ribbon core must be directly over the tripping lever in the spool center as shown in Figure 11. Insert the free end of the ribbon in the left spool center as in Figure 10. Now thread the ribbon into the Carrier, or Lift as in Figure 12. Turn the ribbon reverse until ribbon is taut. Replace both spool covers.
ERASURES

The first thing to remember when making erasures is that the great enemy of your typewriter is dust and grime—and eraser dust is one of the trouble makers. When erasing, move the carriage so that the point erased is out over the edge of the machine if possible. In this position, eraser dust is not likely to fall into your typewriter. When you have finished erasing, brush the dust away from the machine.

If there are carbons of the typewritten matter that need correcting, place a small slip of paper between the carbon paper and the tissues in each case so there will be no smudging on the copies. To make accurate erasures an erasing shield may be obtained from any Remington Representative.
**TIPS FOR TYPISTS**

**INSERTING LETTERS**
If you leave off the end of a word and do not discover your error until you have reached the end of the written line, a correction can be made without erasing the entire line. Position the carriage to the space following the word. Depress the back space key half way and hold it steadily as you type the missing letter.

**BACK FEEDING**
To correct matter fastened with a manuscript cover—back feed. Feed a sheet of paper into the machine in the usual way until the edge appears above the paper fingers. Insert the sheet to be corrected between the paper and the cylinder. Turn back the platen to the desired point. Providing the text runs parallel to the binding, insertions or corrections can be made in any section desired.

**EXCLUSIVE PAGE END-ICATOR**
The Page End-icator signals the operator approximately five spaces before the end of the sheet is reached. The Paper Side Guide should be in extreme left position and the left margin of the paper flush against it. The red signal of the page End-icator will appear when about five spaces remain on the paper.
FEEDING CARBON PACK

A small strip of paper folded over the top of a pack of stationary and carbon sheets helps to feed a heavy pack into the machine evenly, and saves a good deal of jockeying to get the numerous sheets all aligned. Remove it after the pack is adjusted to writing position. In feeding a single carbon, insert original and second sheet, turn into platen about an inch and then place carbon paper between.

CHAIN FEEDING

Much time can be saved in writing cards or form letters, or addressing envelopes, by "chain feeding." To chain feed, insert the next piece to be typed into the machine before the first has been removed. Thus, a single twirl of the platen knob to remove one paper automatically moves the next into position to be typed. In the case of envelopes, make a chain of three before typing the first.

MAKING SPECIAL CHARACTERS

Characters not found on the keyboard of your typewriter can be made by overprinting standard characters as follows:

- Paragraph mark ( Parentheses
- Division ÷ Colon and hyphen
- Pound Sterling £ Hyphen and small f
- Exclamation ! Apostrophe and period
- Equation = Hyphens, turning variable slightly
- Cedilla ñ Small c and comma

(For further data on SHORT CUTS, see back cover of this book)
HOW TO TAKE CARE OF YOUR NOISELESS

OILING. Oiling of your Remington Noiseless can best be done by a trained Remington Rand Serviceman. In nearly every part of the United States arrangements can be made for regular inspections that include adjustment and oiling. If, however, you are in one of those few areas where this service is not available, the following rules will help you keep your Remington Noiseless at top efficiency. Use a good grade of oil that will not gum or thicken.

Your Noiseless is a precision-built machine that requires little attention, but regular attention assures best results.

TYPE AND PLATEN CLEANING. Go over the type of your Remington Noiseless regularly with a stiff brush or a good plastic type cleaner. It will pay in the long run. To clean the Platen, place a small amount of alcohol on a soft clean cloth, rotate the Platen until the entire surface is wiped clean. This will assure clean typewritten sheets.

IMPORTANT: Never clean the exterior of your machine with alcohol as it will injure the finish. A regular dusting will help maintain the condition and appearance of your Remington Noiseless.
REMTICO SHEET-SELECTOR AND CONTAINER

By carefully observing the above layout and following these simple directions, you will be able to get your manifolding (or carbon) work together in the simplest, cleanest method ever devised.

Note the arrangement of material. With the patented Sheet Selector, one sheet of carbon is raised at a time, second sheets are inserted beneath and the two placed in the box cover where they are automatically aligned. When the pack is complete, pressure on the small flap in the box cover raises it for easy removal to the machine. When typing is completed carbons and copies are separated as units. The edges of the carbons are uncoated so fingers are never soiled.

Valuable Duplicating Supplies that assure top-notch results are:
PROCEL STENCIL PAPER “The Stencil with the Typist’s viewpoint.” Gives visible typing.
RR DUPLICATOR INK comes sharp for legibility in one type; deep for great contrast in the second type. RR CORRECTION FLUID assures perfection in corrections.
LINE-A-TIME

The Line-A-Time is the greatest aid to transcribing case yet conceived. As illustrated, constant turning of the head is eliminated, the eye level remains constant throughout the day, eliminating the headaches and lowered vitality so prevalent in the old-fashioned way.

Line-A-Time transcribing devices come in two models built for specific requirements. The Secretarial Line-A-Time Model comes in one size width—12 inches. It is built for general correspondence work.

The Standard Line-A-Time Model is suited to all kinds of copy work—typing, bookkeeping and accounting, punched-card accounting, etc. Available in six sizes with widths to hold copy 12, 16, 20, 25, 30 or 36 inches in width.

Any Remington Rand Branch Office can furnish you with additional information at no obligation.
From the many outstanding features on the Noiseless you will enjoy the highest in printwork values, greatest speed from a minimum amount of effort—all in quiet!

The great asset of quiet will mean much in directly helping to make your job a more pleasant undertaking. From this feature alone, you will find an abundance of relief in mental and physical strain that before now had been an inescapable drain on your approach to each day's work. "25 Typing Short Cuts" is an instructive booklet that our nearest Branch Office or Representative will gladly furnish you without charge. It contains many practical helps to make your daily effort easier.

If there is anything about your Noiseless that you do not understand after studying this Instruction Book, do not hesitate to get in touch with our representative at once.