The ultimate in office electrics—
as distinguished in performance as it is in appearance.
Here, at your fingertips, is the answer to every typing need the secretary will ever experience.

The EMPEROR is the top-performance writing machine designed as the perfect companion to today's top-performance secretary. It's the only electric fully capable of keeping pace with the demands of pace-setting executives—and the most exacting requirements of your complex business communications.

From high-level correspondence, through the entire range of typing chores, to statistical tabulation work, the EMPEROR will produce the ultimate in typeset copy. A host of famous Royal efficiency features, plus many innovations, make every typing task easier and faster than ever before. The modern "low-silhouette" design of the EMPEROR will add beauty to any typing station and bring out the best in any girl.
CARRIAGE CONTROL

Every carriage control is within easy reach and can be quickly operated.

1 VARIABLE LINE SPACER For a permanent change in line spacing, press in the Variable Line Spacer button while turning the cylinder knob. Locate the work exactly where you want it by aligning it just on top of the red horizontal line on the Writing Line Scale (see page 5). Release the button and the spacing is permanently changed to the new set-up.

2 CARRIAGE RELEASE Move either of these controls forward to release the carriage so that it may be moved by hand.

3 LINE SPACE SELECTOR Once you have returned the carriage to the left margin with the return key, the paper is automatically spaced for the next line of typing. To set the desired distance between lines at 1, 2 or 3 spaces simply move the Line Space Selector to the desired number.

4 LINE FINDER To make a temporary change in any single writing line without losing your original spacing, pull the Line Finder forward and rotate to the desired position, then type. To return to the original line, move the Line Finder back and rotate the cylinder to the "click" position.

5 MAGIC® MARGIN Easiest, quickest known method of setting margins. To set the left margin, simply pull forward the left margin lever, move the carriage to the desired spot and release the margin lever. The right margin works the same easy way.

A bell warns you when you have about six spaces left before reaching the right margin.

To type past a margin without removing it, simply depress the Margin Release Key. Notice on your EMPEROR how the keyboard locks when you've reached the right margin. This prevents the overprinting of type characters and the possibility of typing an unwanted character while the carriage is being returned.

6 PAPER GUIDE Inserting the paper with the left edge squarely against this guide assures accurate paper feed. It should be set at zero for most typing.

7 AUTOMATIC PAPER LOCK Notice how the paper rollers contact the paper and then roll up, ironing the paper flat against the cylinder. This eliminates paper bulges and subdues type strike noise. This feature is also invaluable for the proper feeding of small typing material such as index cards or labels.

8 PAPER RELEASE Simply move this lever forward to free the paper for easy adjustment or removal.
(PAPER GUIDE SCALE) Allows you to position the Paper Guide accurately so that the left edge of the sheet will be exactly where you want it. For most typing jobs you'll find it convenient to set the guide at zero. 2 AUTOMATIC PAPER LOCK SCALE A convenient copy locator while typing. By raising the paper lock you can determine the positions of margins and tab columns in the upper portion of the sheet without rolling the copy through the typewriter. Ideal when handling a carbon pack. Also helpful in determining the margins and tab positions of work which is to be copied. Simply place the typewritten material under the paper lock with the left edge of the paper at zero and note margins and tab positions. 3 CYLINDER SCALE This scale is in direct contact with the sheet and is the most accurate indicator of paper edge, margins and tab positions. 4 PRINTING POINT SCALE Read this scale at the Printing Point Indicator to determine where any given character will print. It is numbered every five spaces and allows you to find the exact printing point. Because this scale is uniform with all other carriage scales, the operator may easily determine the relation of the printing point to margins, tab stops and either edge of the sheet. Notice that both the Cylinder and Printing Point Scales are engraved in red on a white background. This provides maximum visibility at the printing point—another convenience of your Royal EMPEROR. 5 WRITING LINE SCALE This transparent scale is used to properly align typewritten material inserted in the typewriter for corrections or fill-ins. The bottom of most characters should just touch the top of the red horizontal line on the scale (see illust.) and each character should be centered over a scale mark. Letters such as the “i”, “v” or “j” are ideal for this purpose. 6 INSTANT MARGIN SETTER Here's a short cut margin setting scale that's built right into the EMPEROR Plastic Card Holder. You can quickly position balanced left and right margin stops with the following steps: 1. Roll a sheet of paper into the typewriter at any position on the regular scale system. 2. Move the left edge of the paper to one of the Instant Margin Setter markings at the left of the printing point and set the left Magic Margin. 3. Move the right edge of the paper to a similar Instant Margin Setter marking on the right of the printing point and set the right Magic Margin. This procedure results in the balanced positioning of left and right margin stops. If you wish to allow additional space on the right, simply add up to five more spaces on the right Instant Margin Setter position. (i.e.—if left position is 20, right could be 25.)
Your EMPEROR combines a new styling concept with the most complete enclosure found on any typewriter. Notice how this protects the ribbon tracks, carriage ends and keyboard as well as the front, sides and back of the machine. It also helps to minimize operating noise. The smooth, non-glare finish is impervious to typewriter ink, hectograph and office dirt and dust. Thus the precision parts of your EMPEROR are protected by an exterior that will always stay attractive.

1 TOP PLATE This modular unit effectively seals the top of the operating mechanism thus assuring protection to the vital parts. To remove the Top Plate, simply hold it by the opening and lift up. This provides clear access to the inside for fast ribbon changing and easy type cleaning. To replace, just line up the front and sides of the Top Plate with the typewriter and press down.

2 POWER SWITCH When this lever is raised the power is on and the indicator bar under the switch will show red.

3 TOUCH CONTROL® You can personally adjust the typing touch of your Royal EMPEROR so that it feels "just right" for you. Simply move the lever located beneath the Top Plate. Among the five gradations in touch it creates, you'll find the one that's perfect for you. If you have been using a manual typewriter, a firm touch will probably be desirable until you become accustomed to the responsive keyboard of the EMPEROR.

4 RIBBON COLOR SELECTOR Move the lever to black to type on the top portion of the ribbon; to red for typing on the bottom portion and to white for stencils.

5 AUTOMATIC UNDERSCORE AND HY-PHEN For repeat hyphens, simply depress and hold this control. For repeat underscores, lock the shift and then depress and hold the control. Type the single hyphen or underscore by using the regular key.

6 TAB SET To set tabs, simply move the carriage to the desired position and push the Tab Set control.

7 TAB CLEAR To clear a single tab stop, tab to it and push the Tab Clear control. To clear all tabs, tap to the end of the carriage, then depress and hold in Tab Clear control while returning the carriage.
THE KEYBOARD

The advanced keyboard on your Royal EMPEROR brings every keyboard control within easy reach from the home row position. Here at your fingertips are all the controls needed to provide effortless typing efficiency.

1 HALF FORWARD SPACER This convenient feature enables you to make corrections which require an increase or decrease in the space between words.
2 BACK SPACER To move back one space at a time, simply depress this control with normal pressure.
3 TAB Depress this control to advance to the next tab stop. No need to hold.
4 MARGIN RELEASE Permits typing beyond margins without resetting them. To type beyond the right margin, type to it, depress the Margin Release and continue typing. For the left margin, just hold down the Margin Release while returning the carriage.
5 COPY CONTROL This wheel regulates the pressure with which the type bars strike the paper. Rotate to "L" for regular correspondence, to "M" for light manifolding and to "H" for multiple copy work. As a general rule, choose the lightest setting which produces good legible copies.
6 CARRIAGE RETURN Quieter than ever before, this control is positioned right next to the home row where it should be. A light touch of your little finger returns the carriage to left margin quickly and quietly, thanks to Royal's air-cushioned carriage check. Your carriage is now positioned for the next writing line. (When it's necessary to space the sheet up a substantial distance, use the Automatic Vertical Spacer.)
7 AUTOMATIC FORWARD SPACER Press this control to automatically space horizontally across the paper. For single action spacing, use the space bar.
8 AUTOMATIC VERTICAL SPACER Provides extremely quiet automatic spacing straight down the paper from any point without having to return to the left margin. Depress, and the automatic action continues until you release the control.
9 REPEAT PERIOD AND X For fast, automatic repeat periods or Xs, just depress either of these keys firmly and hold down. For single characters, stroke the keys with normal pressure.
NEW MAGIC MONITOR

Single sheet or thick carbon pack — Magic Monitor automatically assures you of uniform, legible printwork every time. By compensating for the varying thicknesses of carbon packs or other material being typed, Magic Monitor always assures that the type strikes the paper evenly at precisely the right force and angle. This results in crisp originals and clear, legible carbons regardless of the number or the thickness of the sheets. There are no controls to bother with — no effort required of the operator. This advanced new feature plus the Impression Control provide an unbeatable combination for the cleanest, most legible printwork ever.

TISSUE DEFLECTOR

No more carbon and copies rolling back around the cylinder again after insertion. This new feature keeps all the sheets moving smoothly up under the Paper Lock Rollers where they belong — assures perfect feeding of typing material every time. Also provides a handy erasure table for corrections without the need of removal of material from the typewriter.
REMOVABLE CYLINDER

The cylinder on your Royal EMPEROR can be removed with one hand. Just move the Cylinder Release Lever forward while lifting up on the right cylinder knob. To replace, put the left end of the cylinder in the shell and rotate until it clicks into position. Then press the right cylinder knob to the left and down. It locks automatically and is held rigidly.

LINEMETER

This easy-to-use page-end indicator provides a visual warning when approaching the bottom of the sheet. It tells the typist exactly how many inches she has left to the edge enabling her to make neat bottom-edge margins. Set it as follows:

1. Turn the cylinder until SET 11" appears under the indicator as shown.
2. Insert paper and roll into typewriter to desired position.
3. As you approach the bottom of the sheet, the indicator will tell you when you have 2", 1 1/2", 1" and 1/2" of typing space left to the bottom of the page. (See inset)

Note: The Line Meter works only on paper which is 11" long.
A special new feature of your Royal EMPEROR. Located conveniently on the right hand side of the Transparent Writing Line Scale, Margin Justifier lets you create neat, uniform right hand margins. Just follow these simple steps:

1. Type out material keeping right margins as even as possible.
2. Align the zero on Margin Justifier with the last letter of your longest typed line.
3. Without moving the carriage, take a reading from the Margin Justifier at the end of each typed line. This reading will give you the number of spaces needed to fill out each line. Mark this number in the margin.
4. Remove paper from typewriter and indicate where in each line you wish to insert the extra spaces. (For a neater appearance add these spaces between the longer words.)
5. Retype your material inserting the necessary spaces.

Your finished letter will now have completely justified right margins for a neat, professional appearance.
THE CARBON RIBBON

The plastic carbon ribbon on your new Royal EMPEROR produces the best looking typewritten copy you've ever seen. Individual impressions are jet-black and sharp edged giving a prestige print-like appearance to all your work. You'll want to use the carbon ribbon for all executive correspondence, reports and reproduction copy.

NOTE: When using carbon ribbon, the Ribbon Drive Lever should be in position "Carbon Ribbon". For stencils, it should be on "Fabric and Stencil" to avoid wasting carbon ribbon.

DISCARDING THE USED CARBON RIBBON

When the take up spool becomes filled with used ribbon a pleasing bell signal will sound. This tells the operator that it is time to empty the take-up spool. Since the take-up spool will fill with ribbon more than once for each new carbon ribbon, it is necessary to go through the entire ribbon change only when a new ribbon is needed. To empty, lower the cover on the left side and remove the outer rim of the take-up spool by pulling to the left. Cut the ribbon about five inches from the pressure rollers. Hold the spool upside down over a basket and the ribbon will fall off the spool. Engage the end of the remaining ribbon in the slot of the take-up spool, replace the spool and close the side cover. You're now ready to type.

Remove top plate, lower side covers and discard used ribbon. Place a new roll of carbon ribbon on the right side with the printing on the core facing out, attach the retaining disk and thread the leader* as illustrated.

Lift the pressure roller and place the leader under it as illustrated.

Place the end portion of the leader in a slot in the take-up spool. Press the spool in place while slowly twisting counter clockwise.

Drop the ribbon into the carrier as shown. Replace the top plate and side covers. Depress the space bar several times to take up ribbon slack and to properly seat the ribbon in the carrier.

*On ribbons with no leader, simply thread the ribbon in the same manner.
THE FABRIC RIBBON

The Royal EMPEROR comes equipped with a fabric as well as a carbon ribbon. This puts real flexibility as well as economy at your fingertips.

NOTE: When using the fabric ribbon, the Ribbon Drive Lever should be in position “Fabric and Stencil”.

CHANGING THE FABRIC RIBBON

The fabric ribbon on your new EMPEROR is the patented Twin-Pak... the ribbon your fingers never touch. No muss. No fuss. You change your ribbon in seconds. Just lock the shift, remove the top plate and follow these simple steps:

1. Lift out and discard both Twin-Pak ribbon cartridges.

2. Hold the new ribbon cartridges with the round side toward you, separate and draw them apart about 4 inches so that a short loop of ribbon forms. Drop the loop into the ribbon carrier.

3. Pull the cartridges toward you about 2 inches, then place them in the cartridge holders. Your ribbon change is complete.
# Typing Tips

## Making Corrections

With the Half Forward Spacer, you can now make corrections which will eliminate the need for re-typing many a letter. It truly simplifies correcting errors which require an increase or decrease in the spacing between words. Use this real time saver to full advantage.

<table>
<thead>
<tr>
<th>Mistake</th>
<th>To Add a Letter</th>
<th>To Remove a Letter</th>
<th>To Add a Space</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correction</strong></td>
<td><strong>It will be done.</strong></td>
<td><strong>It will be done.</strong></td>
<td><strong>It will be done.</strong></td>
</tr>
<tr>
<td><strong>Procedure</strong></td>
<td>Erase &quot;will&quot; and move carriage to &quot;t&quot;. Strike the space bar once and hold down the half space key while striking &quot;w&quot;. Release half space key and then hold it down while striking &quot;i&quot;. Repeat procedure until entire word is typed.</td>
<td>Erase &quot;willw&quot; and move carriage to &quot;t&quot;. Strike the space bar twice and hold down the half space key while striking &quot;w&quot;. Release half space key and then hold it down while striking &quot;i&quot;. Repeat procedure until entire word is typed.</td>
<td>Erase &quot;be&quot; and move carriage to the last &quot;l&quot;. Strike the space bar once and hold down the half space key while striking the &quot;b&quot;. Release the half space key and then hold it down while striking the &quot;e&quot;. Note that you could have retyped &quot;will&quot; but it is easier to correct the shortest word.</td>
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</table>
CARE OF YOUR TYPEWRITER

ERASER GRIT
Never erase directly over the printing point. Always move the carriage to one side so that eraser grit is collected by the shields on either side of the printing point. At the end of each day remove the top cover and brush eraser grit from the shields and carriage rails. Start at the center and brush toward the sides of the typewriter.
If eraser grit is on the typebars and slots, remove it by brushing from the slots toward the type face. This prevents grit from lodging in the slots.

DUST COVER
At the end of each day cover your typewriter with the Royal dust cover. This will protect the machine from dust which is most prevalent during "off" hours, when the office is cleaned.

CLEANING TYPE
Type should be cleaned frequently to insure crisp, clear impressions. We recommend Roytype Plastic Type Cleaner. Press the cleaner firmly against the type but do not use excessive pressure. When the putty-like cleaner is pulled away from the type, it removes the dirt.

PAPER FEED
If the cylinder, feed rolls or bail rolls become dirty, they will put smudges on the paper. To clean these parts, remove the cylinder and wipe all rollers with a cloth moistened with Roytype Liquid Cleaner. Clean the cylinder before reinserting.
At the end of each day it is a good practice to pull the Paper Release lever forward so that the rubber feed rolls do not tend to develop flat surfaces.

TYPEWRITER FINISH
The smooth finish of your Royal Emperor is highly resistant to dirt and wear. It may easily be cleaned and restored to new by wiping with a damp cloth.

PREVENTIVE MAINTENANCE
By placing your typewriter under Royal's Maintenance Agreement it will be maintained in good operating condition. Under the terms of this Agreement a factory-trained Service Representative will clean, oil and adjust your typewriter every four months. At no extra charge he will also replace parts that are worn or broken through normal usage (with the exception of rubber parts and external electrical fixtures) and take care of any service calls necessary between inspections.
FABRIC RIBBON For your electric typewriter to function properly, expendable supplies must be perfectly adapted to the machine's basic operation. To produce highest quality originals, the proper fabric ribbon must be inked to a degree that is consistent with the type size and style of your machine.

Roytype fabric ribbons are available in famous Twin-Pak® or on regular metal spool.

CARBON RIBBON The Roytype M-1200 Carbon Ribbon and the P-900 Polyethylene Carbon Ribbon are made of extremely durable plastic film. Because of the toughness of this material, you need never worry about breakage of the carbon ribbon while typing. Each successive character typed strikes a completely unused spot on the carbon ribbon assuring the most even impression obtainable. Roytype also offers an Acetate carbon ribbon with a fine carbon coating for perfect impressions with every letter—every time. Extremely versatile, our film ribbons perform equally well in both electric and manual typing.

The Roytype Supplies Department of Royal McBee Corporation manufactures a complete line of quality typewriter supplies. Your Roytype Supplies Representative will be pleased to help you choose those supplies which will give you the finest work from your new Royal Emperor. He will also explain the economy of purchasing Roytype money-saving discount books. There's a Roytype ribbon and carbon for any make typewriter. Special ink formulas and colors are available, too.