your new Royal...

ROYAL
TYPEWRITERS
PRODUCT OF ROYAL McBEE CORPORATION

WESTCHESTER AVENUE
PORT CHESTER, NEW YORK

World's Largest Manufacturer of Typewriters
World-Wide Sales and Service Facilities

Printed in U.S.A.
The Royal Typewriter Company has always endeavored to produce
typewriters that give the operator every convenience and advantage possible. The many exclusive features of your Royal Model FP will set a new standard of performance in speed and ease of operation for all typewritten work. The functional design of the Royal Model FP is years ahead of its time. Royal's new TWIN-PAK, the only Quick Change ribbon, makes ribbon changing a pleasure, and your hands remain clean because they never touch the ribbon. The two-tone finish, the non-glare plastic keys and the modern streamlining of the Royal Model FP will enhance the beauty of any office. This booklet tells you of a new and thrilling typing experience that is yours with the Royal Model FP.
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1. Sit erect but relaxed; head turned slightly with eyes on the copy.
2. Keep your fingers curved and close to the keys, hands on the same slope as the keyboard.
3. Hold your arms and elbows in a relaxed position, forearms sloping naturally with the hands and keyboard.
4. Place the copy to the right of the typewriter so there is no interference with your line of vision.
5. Keep both feet flat on the floor, a little apart, one foot slightly ahead of the other.
6. Adjust the height of the chair for comfortable typing.
Royal’s Line Meter is a simple, easy-to-use page end indicator. Here’s all you do to quickly and accurately determine the bottom edge margin on any size sheet:

1. Roll the sheet of paper into the typewriter until the word “Set” appears beneath the indicator on the left side of the Paper Lock.
2. Depress the fractional spacer and, while holding it, line up the bottom edge of the sheet with the Line Meter marking on the paper table.
3. Position the sheet and type.
As you approach the bottom edge of the sheet your Line Meter Indicator on the left cylinder end shows you when you have 8, 6, 4, and 2 writing lines left before the bottom edge.

Before inserting paper, the Automatic Paper Lock should be pulled forward. After the paper is inserted and rolled up, the Automatic Paper Lock on the Royal is pushed back. When it hits the cylinder it automatically rolls upward, ironing the paper flat. This convenient feature of the Royal prevents the paper from buckling, subdued the sound of the type-strikes and insures sharp, clear typewritten copy.
To type cards on your new Royal, raise the disappearing card fingers on either side of the printing point, and move the rollers of the automatic paper lock toward the center so that they will act as card feeders. You can now type on the top edge, to the extreme left and right sides and along the bottom edge of any size card.

Printing point shadows are eliminated on the Royal FP Model. You can see the printing point scale reading instantly even under poor light. The Royal FP Model has the only Printing Point Scale numbered every five spaces. Reading the scale is easier, faster, more accurate. Note the Full-Vue Printing Point Indicator that frames the printing point for instant reading.
Margins were never easier to set than on your Royal FP. For with improved "Magic" Margin all you need do is position the carriage, place your index finger behind the "Magic" Margin control and move it forward. Release it and your margin is set and locked in place. Thus you can set both margins in less time than it takes to talk about it. To reset margins, left or right, simply hold the "Magic" Margin lever forward while repositioning the carriage. Release the lever and your new margin is set and locked in place.

The Royal FP Keyboard is scientifically designed for natural ease in typing. Controls are located for instant action. The modern Finger-Flow Keys are made of non-glare plastic. Letters are molded all the way through the keys for lifetime legibility and there are no letter depressions in the keys to catch fingernails or dust. Typing rhythm is smooth and uninterrupted even when making special symbols on the Royal FP.
Line Spacing...

line finder
To change line spacing temporarily without losing your original line spacing, pull forward the Line Finder and turn the cylinder until the level you wish to write on appears at the edge of the Writing Line Scale. Pushing back the Line Finder returns you to your original spacing. Excellent for writing chemical symbols, sub and super script as: $\text{H}_2\text{O}$, $86^\circ$.

line space selector
You have your choice of single, double or triple spacing between the lines by moving the pointer to the desired number on the Line Space Selector.

variable line spacer
To make a permanent change in the line spacing press in the Variable Line Spacer button while turning the Cylinder Knob. Locate the work exactly where you want it at the edge of the Writing Line Scale. Release the button and the spacing is permanently changed to the new set-up.

line space lever
The Royal FP Line Space Lever is long, rugged and contour-curved to prevent interference from the frame when returning the carriage. The fingerpiece is large and comfortable—and closer to the keyboard than ever before. You will notice how easily and certainly you can return the carriage with a minimum of movement from the guide key position.
placement of controls
(WITH TOP PLATE REMOVED)

1. "Magic" Margin (left)
2. Paper Guide
3. Paper Guide Scale
4. Card Holders
5. Paper Lock Scale
6. Paper Table
7. Paper Lock Roller
8. Line Meter Aligner
9. Removable Cylinder
10. "Magic" Margin (right)
11. Paper Release Lever
12. Right Carriage Release
13. Automatic Paper Lock
14. Right Cylinder Knob
15. Cylinder Collar
16. Cylinder Release Lever
17. Full Length Cylinder Scales
18. Card & Writing Line Scales
19. Twin-Pak Ribbon Carrier
20. Card Holder Release
21. Ribbon Guides
22. Twin-Pak Ribbons
23. Twin-Pak Cartridge Holders
24. Ribbon Color and Stencil Control
25. "Touch Control" Lever and Dial
26. Tab Set Key
27. Tabulator Key
28. Margin Release Key
29. Right Shift Key
30. Finger Flow Keys
31. Speed Spacer
32. Presto-Magic Top Release
33. Left Shift Key
34. Shift Lock
35. Back Space Key
36. Tab Clear Key
37. Ribbon Reverse
38. Ribbon Wind Lever
39. Erasure-Protecting Shields
40. Line Space and Carriage Return Lever
41. Line Meter Indicator
42. Left Cylinder Knob
43. Variable Spacer
44. Line Space Selector
45. Left Carriage Release
46. Line Finder
using the scales

the paper guide scale

This is used to position the Paper Guide which is usually set at 0 on the standard carriage width typewriter. It may be moved left or right to correctly position cards, envelopes or odd-size paper.

the paper lock scale

The Paper Lock Scale spans the cylinder and is completely visible at all times. In recopying work, the Paper Lock Scale can be used to determine margin or tabular settings by holding the typewritten sheet under or against the scale then matching the readings. The Paper Lock Scale may also be used to re-determine margins or tabular settings used on an upper part of the page. Simply raise the scale to its full height, hold the paper forward against it, and make the readings.

the card and writing-line scale

This small scale on either side of the printing point is used to align characters with work already on the page or card. As the name indicates, the edge of the scale denotes the base of the writing line. For perfect fill-ins over erasures or for additions, use the Variable Line Spacer to find the writing line. Then pull the Paper Release Lever forward and slide the paper or card horizontally until the white lines of the Writing-Line Scale are exactly under the center of the previously typed characters. Characters whose exact center can be readily seen, such as the period, “I,” “v,” or “l,” afford convenience and accuracy in positioning for the fill-in. The new characters may then be typed in perfect alignment.

the cylinder scales

The Cylinder Scales consist of a Platen Scale numbered every 10 spaces and a Printing Point Scale numbered every 5 spaces. These are used to locate the carriage at a specific printing point. To position the carriage at a given point, move it until the desired number or calibration point appears in the Full-Vue Indicator directly below the printing point. To find the center of a page, add the left and right scale-readings and divide by two. For instance, if the left edge of the paper is at 0, and the reading at the right edge of the page is 84, the center is 42. The carriage may be positioned at the exact center of this sheet by moving it until the figure 42 on the Printing Point Scale appears in the Full-Vue Indicator at the printing point.

The Cylinder Scales are also used in centering headings. To do this, determine the center point on the Printing Point Scale, then back-space once for each two letters and spaces in the heading.
Press the Royal name plate, conveniently located directly over the center of the keyboard, and the Presto-Magic Top automatically springs wide open, making the interior of the Royal FP completely accessible for adjusting Royal’s exclusive “Touch Control” or for type cleaning and ribbon change.

With “Touch Control” you can tailor the keyboard to your own touch. As you move the lever toward the lower numbers on the Touch Control Dial you are decreasing the tension on the type bar keys and adjusting the keys for a light touch. Moving the lever the opposite way toward the higher numbers on the dial increases the tension on the keys and adjusts them for a firm touch. Whether your touch is firm or light, with “Touch Control” you can adjust the Royal FP to suit yourself.
Twin-Pak Clean and Easy Ribbon Change in 4 simple steps

**STEP 1** Release the top plate, lock the shift in capital position and open the TWIN-PAK ribbon carrier. To open this carrier move the two finger pieces together.

**STEP 2** Remove and discard the old ribbon. In doing this you need never touch the ribbon itself. Simply lift the plastic ribbon cartridges and the ribbon automatically rises out of the ribbon carrier.

**STEP 3** Remove the new TWIN-PAK from its box, separate the two cartridges and draw out 3" to 3½" of ribbon. Holding the round side of the cartridges toward you, drop the ribbon into the TWIN-PAK ribbon carrier and draw out two more inches of ribbon.

**STEP 4** Place the ribbon cartridges in the cartridge holders, being certain that the ribbon falls into the guides at the side of each cup. Release the shift, close the top plate and you are ready to type. The first type strike will automatically close the TWIN-PAK ribbon carrier.
Removable Cylinder

Removing the cylinder on the Royal FP is a simple one-handed operation. Press the Cylinder Release Lever on the right carriage end and the collar which holds the cylinder in place is released. The cylinder may then be lifted out. Thus you have instant accessibility for cleaning the paper feed rolls or for changing to a hard cylinder when a quantity of carbon copies must be made.

Royal features

speed spacer

A newly designed space bar built into the front frame of the new Royal! It is shorter, faster, and far more responsive—another reason why the new Royal is the easiest writing typewriter ever designed!

carriage release levers

When moving the Carriage left or right a number of spaces, as in setting margin or tabulator stops, cardwriting and erasing, hold the left or right Cylinder Knob and at the same time depress the Carriage Release Lever located near either knob.

paper insertion

When inserting a sheet of paper, first set the Paper Guide at 0, and pull the Automatic Paper Lock forward by the finger piece. Drop the paper behind the cylinder with the left edge resting against the Paper Guide. The bottom edge of the paper should rest evenly in the slot between the master feed roll and the cylinder. If paper is placed evenly in the slot and at the same angle as the paper table, it will feed in straight. However, should any straightening be necessary, pull forward the Automatic Paper Lock and the Paper Release Lever to make the adjustment. Then return the Automatic Paper Lock and Paper Release Lever to their closed positions.

paper release lever

To remove paper, pull forward both the Paper Release Lever and the Automatic Paper Lock and remove. The paper may also be rolled out by means of either Cylinder Knob.
color selector wheel

The new Royal Color Selector Wheel can be set on red, black or stencil position. Turn the color selector wheel with the right index finger until the black line on the wheel is under the desired ribbon color position.

back space key

For fill-ins the Back Space Key can be used as a full or fractional spacer. If a single character must be inserted within a line already typed simply position the carriage one space beyond the point to be filled in. Then depress the Back Space Key until the point to be filled in is directly at the printing point and hold it there while the character is typed in place.

tabulation

Tab Set Control—To set a tabular stop, position the carriage and depress the tab set control.

Tab Clear Control—To clear a tab stop, tabulate to the point you wish to clear and depress the tab clear control. To clear all stops at once, tab to the end of the writing line, depress the tab control and, while holding it down, touch the carriage return key.

How to care for your typewriter

To gain full satisfaction from your typewriter and prolong its life follow these suggestions.

Have your typewriter fastened to your desk. Your Royal representative will gladly take care of this for you.

every morning:

Dust exterior and accessible parts with a brush or lint-free cloth. Brush the accumulation from the Erasure-Protecting Shields on to a piece of paper. Move the carriage first to the extreme left then to the extreme right wiping the exposed surfaces of the carriage rails, both upper and lower, with a dry cloth.

Wipe the slots in the segment (the curved metal framework in which the type-bars move) with a dry cloth—wiping towards you. Clean the type with a dry bristle brush.

once a week:

Wipe the carriage rails and the exposed nickel parts behind the Paper Table with a cloth slightly moistened with a little oil. Clean the type with Roytype type cleaner. A cloth placed on the headrest underneath the type will absorb excess fluid. Clean the cylinder and paper feed rolls with Roytype type cleaner.

make a note!
YOUR ROYAL TYPEWRITER SERVICE REPRESENTATIVE stands for guaranteed dependable service...

Keep your new ROYAL in top form. Your Royal service representative suggests that to properly maintain your new Royal in tip-top operating condition, to keep it on the job for years to come, avail yourself of the new Royal annual maintenance contract. This contract provides for three visits a year by our factory-trained service representative who will lubricate and adjust your Royal. Excessively worn parts or parts broken through normal usage will be replaced at no extra charge, except cylinders and other rubber parts. Emergency service calls necessary between inspections will be performed at no extra charge. It assures you of top flight maintenance by service men trained at one of Royal's famous training schools.

Ask your Royal service representative for full details on Royal's annual inspection contract. It's actually an insurance policy on your new Royal.