Instructions

Professional
PORTABLE
TYPEWRITER

SINGER

Model T-65

... for faster
easier typing,
for crisp
professional-looking results.

What's new for tomorrow is at SINGER today!*
CARRYING CASE — This handsomely styled carrying case is designed for maximum protection and convenience. It is equipped with an automatic latch that holds the machine firmly in place whenever the case is closed.

To open the case, squeeze the two metal tabs on either side of the lock. To remove the typewriter, push up the “control tab” (below the lock); then, raising the front of the typewriter, pull it forward off the metal cleat at the rear of the case.

To replace the machine in the case, simply hold the front slightly elevated, notice the slots at the back of the machine, slide them onto the cleats, and lower the front into position. Before you close the case, move the carriage to the extreme right. Pull up on the carriage lock to move the carriage to about mid-position where it will lock in place. (To release the lock, just move the carriage to the right.) Closing the case automatically locks the machine securely in place for traveling.

TRANSPARENT LINE INDICATOR — Use the line indicator to reposition a typed line when re-inserting a page or using a printed form. After inserting the paper, press in on the variable line spacer while turning the platen knob until the bottom of a typed line is even with the lower horizontal red line on the indicator; then release the variable line spacer. Pull the paper release lever forward and move the sheet sideways until the vertical red line on the indicator is centered on a typed character. Push the lever back and you are ready to type. For consistently even subscripts, make the bottom of the original typing line even with the top horizontal line on the indicator.

To draw horizontal or vertical lines in a jiffy, insert a pencil point into the guide holes on the indicator. For vertical lines, roll the platen; for horizontal lines, move the carriage from left to right.

MARGIN SETTINGS — With the SINGER Typewriter’s easy-to-use margin buttons, you can set both left and right margins without moving the carriage. After inserting the paper, decide at what points you wish your writing line to begin and end. Depress the Left Margin Button and slide it so that red line is directly over the scale reading you have selected for the beginning of your writing line. Follow the same procedure with the Right Margin Button to set the end of your writing line. A warning bell will sound approximately seven spaces before you reach the right-hand margin. To type beyond the right margin, just depress the margin-release (M-R) key and continue typing. To type beyond the left margin, just depress the M-R key while moving the carriage with the carriage release lever or the back-space key to the position desired.

INSERTING PAPER — Position the adjustable paper guide as desired. For most typing, set the guide at 0 on the paper scale. Place the left edge of the paper against the paper guide so the paper rests evenly along the back of the platen (roller). Turn the platen knob away from you until the paper is properly positioned for typing. Rest the paper bail snugly against the paper to assure sharp type impressions.

CARRIAGE RELEASE LEVER — The carriage may be moved freely to any desired position by using the carriage release lever. Simply grasp the right or left platen knob and press lever towards you while sliding the carriage.
LINE SPACING CONTROLS—The Line Space Selector has three clearly marked positions to give you single, double or triple spacing between lines. The spacing occurs automatically with the return of the carriage. The Line Retainer allows the platen to turn freely yet remembers the original writing line. Merely pull it forward when positioning paper for subscripts or exponents or when you wish to change your writing line temporarily. To return to your original writing line, push the Line Retainer back to its normal position. You can then return the platen to the exact original writing line.

To change your typing line permanently, press in on the variable line spacer on the left platen knob while turning the platen to the desired position. Release the line spacer to set the typing line at the new position.

BACK-SPACE KEY—To move your typing position back toward the left margin, depress the Back-Space Key on the upper left of the keyboard.
PAGE LENGTH GUIDE—This special guide is located directly to the left of the platen. It accurately indicates in inches the amount of paper remaining at the bottom of the typing paper and thus enables you to predetermined your bottom margin and to maintain even bottom margins on multi-page letters and reports.

The guide is graduated for paper measuring from 8” to 11” in length. Before you insert your paper, turn the platen until the black numeral indicating the length of paper you are using is directly over the SET marking. The illustration shows correct position for 11” paper. After paper is inserted, proceed with your typing as usual. As you approach the bottom of the sheet, the red numerals (at the left of the indicator) will appear over the END marking, indicating in inches the amount of paper remaining.

TOUCH SELECTOR—Use the Touch Selector at the left of the keyboard to regulate key tension. Set the selector at L if you have a light typing touch, at M for a medium touch, or at H for a heavy touch.

SHIFT KEY AND LOCK—To type a capital letter or any character on the top half of a typing key, hold down the right or left shift key while striking the desired type key. To type all capitals, depress the shift lock until it catches. To release the lock, depress either shift key.

RIBBON COLOR SELECTOR — The Ribbon Color Selector is located on the keyboard just to the right of the numeral keys. When the lever is in the upper position, the black square, the black portion of the ribbon will print. When the lever is in the lower position, the ribbon will print. Use the middle position for cutting stencils. In stencil position, the ribbon is not used and the type bars do not leave an inked impression.

RIBBON REVERSE—The direction of ribbon travel is reversed automatically at each end of the ribbon. To reverse the ribbon at other times, use the ribbon reverse lever located underneath the ribbon spool cover at the left of the left ribbon spool cup.

TABULATOR—The TAB Key moves your carriage quickly and accurately to pre-selected positions. Use it for typing columns, for setting dates and signature positions, and for paragraph indentations. To set a tabulator stop, move the carriage to the position at which you want to stop, and depress the SET key. Repeat operation to set as many stops as you desire; there is a stop for every space on the carriage, after the first five spaces. To tabulate, depress the TAB Key and the carriage will move to the first stop set. To go to the next stop, again depress the TAB Key.

Stops may be cleared individually by tabulating to the stop and depressing the CLEAR key. To clear all stops, move the carriage to the extreme right and hold down the CLEAR key and the TAB Key simultaneously.
INTERCHANGEABLE PLATEN—Your SINGER® Typewriter is equipped with an all-purpose platen correct for most typing requirements. It can be easily removed for cleaning or if you want to replace it with a special platen for special typing jobs.

To remove the platen, move the carriage to the extreme right. Raise the paper bail and tilt the right carriage end cover back. Raise and hold the platen release latch while pulling the platen to the right and lifting it up and out.

To replace the platen, make sure the carriage is still at the extreme right and that the right carriage end cover and paper bail are still tilted back. Insert the left end of the platen, rotating it a little back and forth until it fits in the left side. Push the right end of the platen down until it locks automatically into place. Return the carriage end cover and paper bail to their normal positions.

PROPER CARE OF YOUR TYPEWRITER—When the machine is not in use, place it in the carrying case. Use a dry lint-free cloth to dust off the exterior parts at regular intervals. Open the ribbon spool cover to brush away any dust or erasure grit that accumulates on the typing segment. Move the carriage to the extreme right and left and wipe off the exposed parts of the carriage rails. Remove the platen and brush out any dirt. Clean the feed rolls and platen with a cloth moistened with a platen cleaner or alcohol. Clean the type faces with a brush and type cleaner. Before and after cutting stencils, clean your type, platen and feed rolls.

NOTE: Oiling of the typewriter should be done only by a typewriter technician. If your typebars operate but do not print, make sure your Ribbon Color Selector is not in stencil position.

SERIAL NUMBER—For your protection, every SINGER Typewriter carries a serial number stamped on the bottom of the typewriter on the right side. Record the number for use in ordering supplies and accessories and for identification in case of theft.

SERVICE—Your new SINGER Typewriter, with proper care, will give you years of excellent service. However, should it ever need repairs or adjustments, please contact the SINGER Representative from whom you purchased it, or your nearest SINGER CENTER.
Guarantee

This SINGER typewriter is guaranteed for FIVE years from date of purchase as new from THE SINGER COMPANY or any SINGER Approved Dealer. If defective, parts will be repaired or replaced without charge except for labor.

In addition, during the first 90 days of ownership, any necessary adjustments or repairs will be made without charge for parts and labor.

This guarantee does not include servicing required as a result of accident, misuse or neglect and does not cover motor, rubber parts, ribbons or cleaning. Parts will be repaired or replaced by the Company.

Should servicing be required during the guarantee period, take the typewriter along with your original sales agreement to a SINGER CENTER to obtain the benefits of this guarantee.