If you are looking for simplification, only book with Taylorix.

TAYLORIX ORGANIZATION AT THE FEUERSEE IN STUTTGART W
The **CONTOFIX Junior** has closed a significant gap in the field of machine accounting.

Around 25 years ago, **TAYLORIX** surprised everyone with the world's first account insertion mechanism; it is known domestically and abroad under the name "Contofix". Today, this device has evolved and a new type of bookkeeping machine solves an old problem. The versatility of the "Contofix Junior" includes

- **Bookkeeping**
- **Corresponding and Table Writing**

**Guarantees its economial use in almost every case.**

A decimal tab, with a set, clear, and clear all function, ensures that numbers are always exactly aligned with the previous number and that the carriage is quickly transported to the next column.

In addition to the bookkeeping tasks, the "Contofix Junior" serves as a correspondence and portable typewriter. The bookkeeping mechanism is removed with a flick of the wrist. And thanks to its 13" wide carriage, wide-width tables can also be authored and managed.

You can find all the details on the following pages of the instruction manual.

We hope you enjoy the "Contofix Junior".

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**Parts of the CONTOFIX junior (following page)**

1. Right Locking lever (on the case bottom board)
2. Left Platen knob
3. Carriage Return Lever
4. Line Space Selector
5. Bookkeeping Mechanism Release Lever
6. Account Insertion/Retraction Lever
7. Ribbon Color Selector
8. Margin Release Key
9. Left Shift Key
10. Shift Lock Key
11. Left Paper Guide/Slot
12. Right Paper Guide/Slot
13. Bookkeeping Mechanism Line Alignment Button
14. Paper Bail
15. (Rear) Paper Release Lever
16. Left Carriage Release
17. (Front) Paper Release Lever
18. Tab Set, Tab Clear, & Delete All Tab Functions
19. Right Carriage Release
20. Carriage Lock
21. Shift Regulator for Bookkeeping Tasks
   (Lever must be pulled out when using the bookkeeping mechanism. Slide inward when doing general correspondence work).
22. Right Platen Knob
23. Decimal tabulator
24. Backspace Key
25. Right Shift Key
26. Space Bar
27. Left Margin Set
28. Right Margin Set
Remove the typewriter from the case bottom
Push the locking lever back (Fig. 1, No. 1) on the right and left of the typewriter case. Pull the carriage lock (Fig. 4, No. 20) forward.

Attach the bookkeeping mechanism
a) Move the paper bail up (Fig. 5, No. 14) Push back the (rear) paper release lever (Fig. 5, No. 15) to release the rear pressure rollers (not visible in the picture).
b) Push the bookkeeping mechanism (Fig. 6 and 8) into place from right to left; then press forward to the platen.

Inserting the Journal Sheets
a) Press the bookkeeping release lever (Figure 2, No. 5) on the left side plate of the booking mechanism. Move booking mechanism backwards (picture 8).
b) Pull the paper bail (Fig. 5, No. 14) forward to the platen.
c) Move the (front) paper release lever (Fig. 4, No. 17) back. The paper tray is now closed and ready to receive regular journal paper (single sheet or fanfold).
d) Now feed the journal paper, like standard typing, in the usual way between the platen and the paper guide (Fig. 7).

Alignment of the Journal Paper
a) Pull the (front) paper release lever (Fig. 4, No. 17) forward and push back the (rear) paper release lever (Fig. 5, No. 15). Now the journal paper can be easily aligned. Then push the (front) paper release lever back again; rotate the platen & set the regular paper far enough so it comes to a stop under the paper bail with three rubber rollers (Fig. 8).
b) Pass the paper through the middle of the booking mechanism and then above the paper table and the surrounding booking mechanism (Fig. 7).

Setting the tab stops
a) Use the space bar (Fig. 10, No. 26) to bring the carriage to the point where a tab should stop the carriage movement.

The stops are set using the tab set and clear function key (Figure 4, No. 18). In the case of currency columns, it should be noted that the stop must always be placed using the ones place as the mark point.

b) The tab set and clear function key (picture 4, no. 18) shows in which direction. It has to be rotated to set or clear. The function key for all clear pushes in from right to left. In the direction of the arrow of the letter "S", the function key is turned to set a tab, in the direction of the arrow of the letter "L" to clear a tab. The L between the arrows indicates all clear. To do this, push the key inward to the left as far as it will go.

Aligning the Account Card/Paper Feed Slots
(Fig. 9, No. 11 and 12). With your index and middle fingers, press on the lock on the rear wall of both feed slots; then move the slots sideways as required according to the
width of the account card/paper. The margin lines of the accounting card/paper must coincide with the journal paper. Allow account cards/paper to be managed easily by the slots.

**Bookkeeping Entry Setup**

Before starting the bookkeeping task, push both left and right margins to the outer positions (Fig. 3, Nos. 27 and 28).

Pull out the Shift Regulator allowing it to snap in place. (Fig. 4, No. 21)

Feed in the Account card/paper

a) Move the carriage all the way to the right to the left margin position. Make sure that the front paper release lever (Fig. 4, No. 17) is pulled forward. Press the bookkeeping line alignment button atop the plexiglass bar (Fig. 4, No. 13) downwards. Insert an account card/paper between the two slots (Fig. 9, Nos. 11 and 12).

b) Pull the Account insertion/retraction lever (Fig. 2, No. 6) forward until the line to be entered is even with the red guideline. (See "Aligning the Account Card/Paper")

**Multiple bookkeeping entries without changing accounts**

Account Cards & Journal paper are moved one line at a time when the carriage is returned using the carriage return lever (Fig. 2, No. 3). Double spacing of a line is not possible. After completing the bookkeeping, pull back the feed lever (Fig. 2, No. 6) and remove the account card/paper.

**Aligning the Account Card/Paper**

Accounts that have already been marked are drawn in such a way that the bottom margin of the previous entry line aligns exactly to the red guideline of the plexiglass bar.

**The Decimal Tab**

The decimal tab (Fig. 10, No. 23) is set up so that it can be operated from the 10-finger basic position. The purpose of the decimal tab is to align your bookkeeping numbers one above the other automatically.

If you want to book $2000, for example, press the tab key 1000, then the carriage stops in the 1000 column. That is how to write numbers one above the other in exact decimal order.

You can easily skip stop points in front of this column using the tab key marked with a dot (Fig. 10).

**Using the CONTOFIX Junior as a typewriter**

Press the release lever (Fig. 2, no. 5), tilt the booking mechanism backwards and pull it out to the right (Fig. 6).

Move the paper bail (Fig. 5, No. 14) forward onto the platen.

Close the paper tray by pushing the lever back (Fig. 4, No. 17).

Press the switching regulator together with your thumb and index finger and slide it inwards (Fig. 4, No. 21).

The CONTOFIX Junior can now be used for correspondence and table work.
Even the fastest typists marvel at the hand-friendly lever. They not only advance the journal, but also the account one or more lines further. So here too, no unnecessary hand movements!

The bookkeeping mechanism is easily opened in reverse, and the journal can then be fixed like a letterhead using Taylorix Carbonless Forms.

The machine and the Taylorix work desk belong together, as well as account, journal, receipts and correspondence documents. The desk organizes everything close at hand. The machine is also quickly put away – what remains is an elegant desk with a flat table surface.

**Our CONTOFIX JUNIOR**

A bookkeeping, correspondence and portable typewriter at such a low price, such a well thought-out and solid construction that can be used anywhere – primarily as a main or additional machine for

- finance, wages, salaries, storekeeping, assets and operations accounting in the commercial or cameralistic sector for household, tax, valuables, assets and debts, real estate, trust funds, municipal utilities and many other bookkeeping tasks.

With each of our devices, you gain the experience of decades of worldwide practice in simplifying accounting.

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Telegrams and telbyte: Telex 0723315 Taylorix Stuttgart - Call: Tele-dialer 0711, collection no. 65346-48

3 machines in one: with wide carriage, decimal tab and bookkeeping mechanism for only 

$2,698.—

Contofix JUNIOR
Time saving - COST SAVING

These typewriters dash across the paper. Nice and neat, letter after letter, number after number - the "hand step" of progressive people.

Accounting does not have to be mediocre; here, too, booking can be made faster, cleaner and clearer.

THE CONTOFIX JUNIOR

A multi-purpose machine with a wide carriage, decimal tab and a removable booking mechanism. The account card is placed, brought to the line quickly and can easily be recorded, entered, and copied onto a journal sheet. The booking mechanism is simply changed for correspondence and tab work. A business machine, low in price, versatile and great in performance!

A 13" wide carriage and decimal tab with scroll key makes the CONTOFIX JUNIOR an economical business machine.

The Low, closed design, standardized keypad with 88 characters, light as a feather, fatigue-free carriage return and margin set near the handles are additional impressive features of this modern office machine.

Individual tab set, clear and clear all device are concentrated at one point. A new type of carriage weight compensation for use as a typewriter or bookkeeping machine characterizes this remarkable design.

Crystal clear writing with many clean copies are normal features of this multi-purpose machine. If there are more numbers or texts to be placed on forms, the Perl font with a width of only 12 CPI is chosen, but for all normal cases the Pica font (10 CPI) is used, which has proven itself useful for many carbon copies.

The bookkeeping mechanism can be set up with a flick of the wrist and the typewriter becomes a non-computing bookkeeping machine. This means that the long-recognized advantages of the typewriter are also transferred to accounting.

The account card is entered and set to the correct line with the pull of a lever.

A bookkeeping mechanism that is simple and solidly built for trouble-free, quick work.