Sears

Easy Touch

TYPEWRITER

With upper and lower case letters...
IMPORTANT

HOW TO UNPACK THE MACHINE

1. Open top of the box.
2. Gently pull out the machine by holding the front and rear ends of the machine. Remove styrofoam packing, but do not throw away.
3. To remove cover, lift up by holding both sides. Remove cardboard packing laid across the key bars and rubber band on ribbon spools.
4. Remove rubber band on line space ratchet lever, and pull carriage release lever forward and remove plastic retainer underneath release lever.
SUGGESTION:
YOU SHOULD RETAIN THE ENTIRE PACKING INCLUDING THE STYROFOAM PROTECTIVE PADS IN WHICH YOUR TYPEWRITER WAS SHIPPED. THIS WILL SERVE AS A PROTECTOR FOR YOUR MACHINE WHEN NOT IN USE. IT MAY ALSO BE USED AS A CARRYING CASE.

1. SPACE BAR
   This bar is used for spacing between words.

2. CAPITAL SHIFT KEYS
   For writing capital letters, hold down either the left hand or right hand shift keys marked "CAP".

3. SHIFT KEY
   For writing figures, punctuation marks, etc., hold down left hand or right hand shift key marked "FIG".

4. BACK SPACER
   For back spacing, press down key marked "-

5. LINE SPACE RATCHET
   Move lever to the right for automatic spacing.

6. SINGLE/Dbl LINE SPACER
   When lever is in up position carriage will single space. When pushed down—double space.

7. RIGHT HAND CARRIAGE RELEASE LEVER
   This is operated by pulling the lever forward, and the carriage can be moved freely to the left or to the right.

8. PAPER RELEASE BAR
   When this bar is pulled towards the user, it releases the paper from the carriage, and the paper can be pulled out or adjusted.
   Certain types of paper can be inserted into the machine easier than others due to variations in thickness. If you encounter any difficulty in the insertion of paper into the machine, the paper release bar should be pulled towards the user, and the paper should be pushed down into the carriage until the top of the paper extends past the ribbon.

9. PAPER BAIL BAR WITH MARGIN RULER
   This bar holds the paper in the proper position so that typing will be visible, and the bar should be lifted when inserting the paper or making corrections.

10. CARRIAGE

11. CARRIAGE KNOBS
    These knobs are used when inserting the paper or changing the space.

12. RIBBON REEL REVERSE
    To Reverse Ribbon:
    (1) First remove the plastic cover by lifting front ends.
    (2) By moving either ribbon reverse lever to the left or to the right, the ribbon automatically reverses. See Illustration B.
    (3) Replace cover before typing.

13. CARE OF MACHINE:
    Keep your machine as clean as possible. Always cover it after use. Avoid eraser dust falling into the machine. This will give longer life.

14. CLEANING THE TYPE
    Use a stiff brush. Do not use pins or other metallic objects.
OILING
Excessive oiling collects dust. Refrain from putting oil on the segment or type bars. A light grease, such as petroleum Jelly, may be used on the teeth of the escapement rack underneath the carriage, also on the ends of the Universal Bar.

Typing
Do not type against the bare roll, always have paper in the machine.
Try to avoid striking two keys at the same time. Should the type bars become bent and stick, they should be adjusted so they enter the type guide freely by bending slightly in either direction. However, the bars should not be bent far enough to twist them.

Important

To replace spools on the Typewriter, refer to the above sketches and proceed as follows:
1. Remove plastic cover by lifting both ends.
2. Take off round vinyl retainer cap from both spool shafts by prying upward and remove both spools—See Illustration B.
3. Replace new spools on the shaft but be certain that the recessed hole is facing down—See Illustration A.
4. Rotate both spools until the nylon gear shafts on both sides fit properly and replace round vinyl retainer caps—See Illustration A.
5. Insert ribbon between the roller and the back of the ribbon guides. Be certain that the ribbon on both sides falls in between the ribbon guides of the metal lugs—See Illustration A. Pull down until the top part of the ribbon can be inserted into both ribbon guide slots. See Illustration A and B.
   IMPORTANT: If ribbon is not inserted properly, your machine will not type.
6. Replace plastic cover.

SEARS ROEBUCK AND CO., and SIMPSONS-SEARS LIMITED.

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FOREIGN LANGUAGE KIT

(Made exclusively for Sears Roebuck and Company and Simpson Sears Ltd. Canada)

The Foreign Language Type Kit lets any child type in French, Spanish or German in addition to English. You get four (4) additional die cast type heads which can be interchanged as desired. Two type heads are for French, one for Spanish and one for German.

The back of the French type heads have the black stripe. The Spanish type head blue and the German type head yellow. Each type head has three (3) characters and a corresponding red plastic key cap which fits over the 3/4 key only. The characters on the four die cast type heads are as follows:

| #1 French (Black) | "é" — Accent Acute |
|                  | "¬" — Circumflex    |
|                  | "§" — Cedilla        |

| #2 French (Black) | "à" — a Accent Grave |
|                  | "è" — e Accent Grave |
|                  | "ù" — u Accent Grave |

| #3 Spanish (Blue) | "/" — Accent         |
|                  | "~" — Tilde          |
|                  | "¨" — Upside down question mark |

| #4 German (Yellow) | "ä" — a Umlaut       |
|                   | "ö" — o Umlaut       |
|                   | "ü" — u Umlaut       |

(See reverse side)
FOREIGN LANGUAGE TYPE KIT INSTRUCTIONS

ILLUSTRATION (1)

There are four (4) red key covers and four (4) die cast type heads in each kit. Remove top cover of typewriter by holding both sides and lifting up. First, place red key cover onto the 3/4 key as in Illustration #1.

ILLUSTRATION (2)

The 3/4 keybar with interchangeable die cast head is the last bar on right hand side-Illustration #2. Do not attempt to change die cast head unless keybar is held in rest position against rest bar—Illustration #2.

ILLUSTRATION (3)

With finger held firmly against keybar remove 3/4 die cast type head by pushing slightly forward on top of head and lifting upwards. Do not apply too much pressure to avoid any possible damage to the keybar—Illustration #2 & #3.

To install new type head, keep finger firmly against keybar so that it is in rest position against restbar and install new head with beveled corner at top and color marking at rear as illustrated by slipping slightly forward and downward until head clicks into position—See Illustration #3.

Never attempt to remove or install type head unless your finger is firmly holding the keybar in rest position against the rest bar.