

**CALCULAGRAPH COMPANY**

INCORPORATED 1892

306 SUSSEX STREET

HARRISON, N. J.

*Directions for Installing*

**“SNAP-ON”**

**INK RIBBONS**

**in**

**CALCULAGRAPHS**



**CALCULAGRAPH COMPANY**

**Harrison, N. J.**

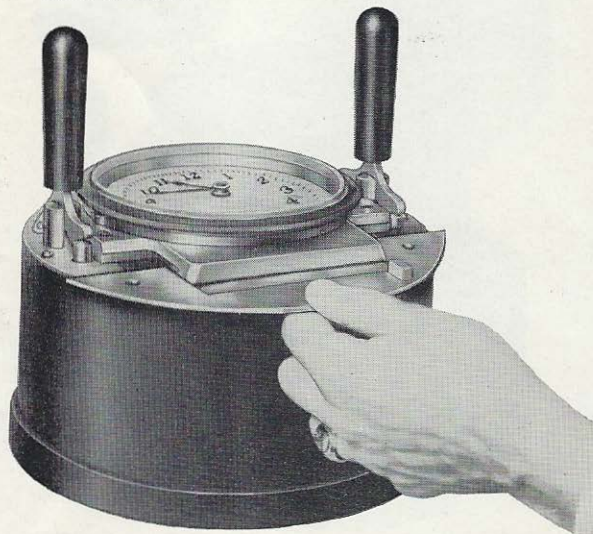
Snap-on Calculagraph ink ribbons are provided with two metal hooks, one fastened to each end. The hooks are employed to secure the ends of the ribbon to the spools upon which the ribbon is wound and to insure its being centrally and squarely placed, so it may run straight and smoothly through the ribbon frame when being unwound from one spool and wound upon the other, while the Calculagraph is being operated.

To fit this ribbon to a Calculagraph proceed as follows:

## STEP 1

*Remove nickel silver ticket plate by removing three flat head screws.*

*Remove the two screws, one at side of each handle.*



## STEP 2

*Lift instrument out of case by the two handles.*



## STEP 3

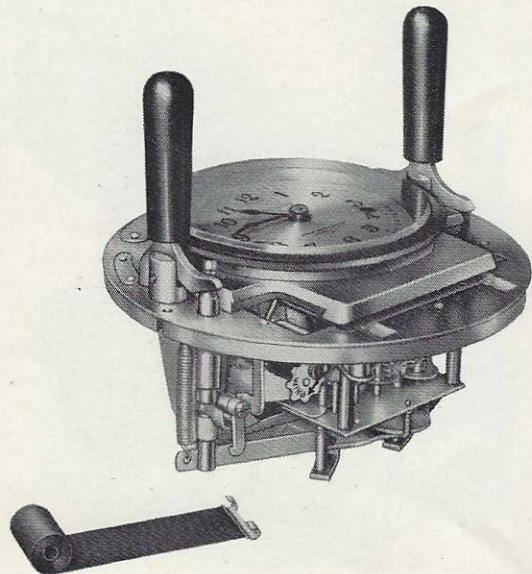
*Draw out the old ribbon, unwinding it from both spools.*





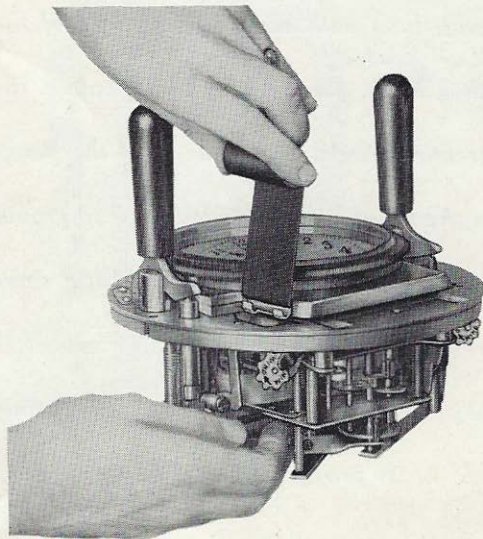
## STEP 4

*One end of "snap-on" ribbon has two prongs or hooks.*



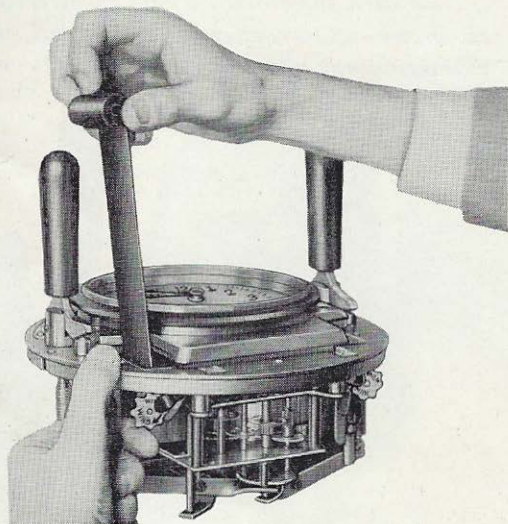
## STEP 5

*Drop one end of new ribbon down through opening in main plate at the left side of instrument with hooks, pointing outward—toward the left.*



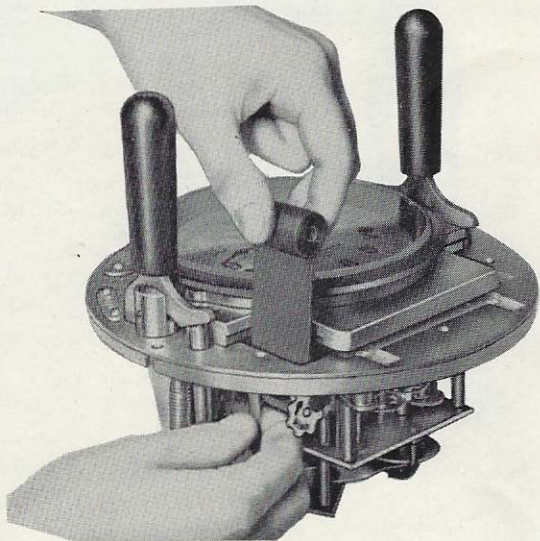
## STEP 6

*Press the open side of hook gently up against ribbon spool with finger of one hand, then with thumb and finger of the other hand, slowly turn the spool in the direction shown by arrow, until the flange on the inner heel of hook falls into groove in spool; when this occurs, a little extra pressure against the hook will cause it to snap over the spool, where it will be firmly held in its proper position.*



## STEP 7

*Now turn the thumb wheel in direction as shown by arrow, winding up all the ribbon except about 9 inches.*



## STEP 8

*Pass the ribbon over the two rollers into the card slot, carefully avoid folding or wrinkling, drop the right hand end of ribbon through the right hand opening in the main plate; insert the heel flange of hook in groove and snap the ribbon hook over the right spool in the same manner as directed for the left end.*





## STEP 9

*Wind the slack portion of ribbon on right hand spool, in the direction shown by arrow.*



Put instrument back in its case and replace the ticket plate.

The ink ribbon of a Calculagraph moves from right to left, or from left to right with the operation of the hand levers.

When the ribbon is entirely unwound on either spool it reverses automatically. To be sure of the proper operation of the ribbon mechanism use only "Snap-On" ribbons.

Do not pour liquid or ink on an old and exhausted ink ribbon as it will adhere to the shafts and may damage the bearings.

Ribbons containing glycerine or creosote in the ink should never be

used in Calculagraphs. New printing dies are often required because of the use of improper ribbons.

Genuine Calculagraph ribbons are carefully wrapped in cellophane and will keep in storage for long periods.

The importance of having the ink ribbon fastened centrally and squarely in the frame, to PREVENT FOLDING AND FEEDING IMPROPERLY when the instrument is operated, cannot be too strongly stated.

The "Snap-on" Calculagraph ink ribbons will insure this.