



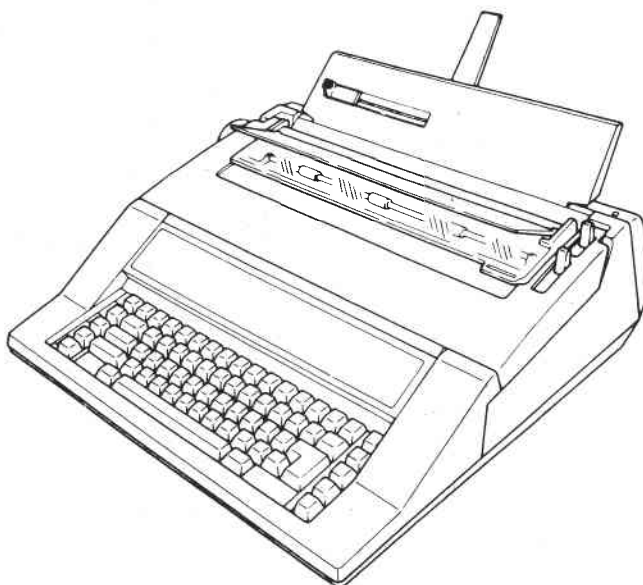
NAKAJIMA

First in quality and reliability

OPERATION MANUAL

AE-710

ELECTRONIC OFFICE TYPEWRITER



FOR USA ONLY

NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

FCC WARNING:

- Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.
- Use a shielded interface cable.

Your new electronic typewriter increases your typing efficiency through use of the most advanced technology. Some of the many outstanding features of your typewriter are:

- 15.0 inch paper capacity
- Easy-to-change 100-character drop-in printwheel
- 10 line correction memory (700 characters max.)
- Five format memory
- Pitch selector: 10, 12, 15 and PS (proportional spacing)
- Line space selector: 1, 1-1/2 and 2
- Full electronic tabulation for up to 30 positions
- Paragraph indentation
- Decimal tabulation
- Automatic centering
- Automatic carrier return
- Automatic underlining
- Bold typing
- Caps lock
- Micro up/micro down/micro back space
- Framing (line drawing)
- Optional spell check (dictionaries for English, French, and Spanish are available)

This manual describes your typewriter's functions, operating controls and procedures, and replacement of its accessories. Thorough study of instructions will facilitate and maximize the efficient use of your new electronic typewriter.

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INTRODUCTION

Rules For Safe Operation

Make sure you are using the proper power as stated on the name plate at the back of the typewriter.

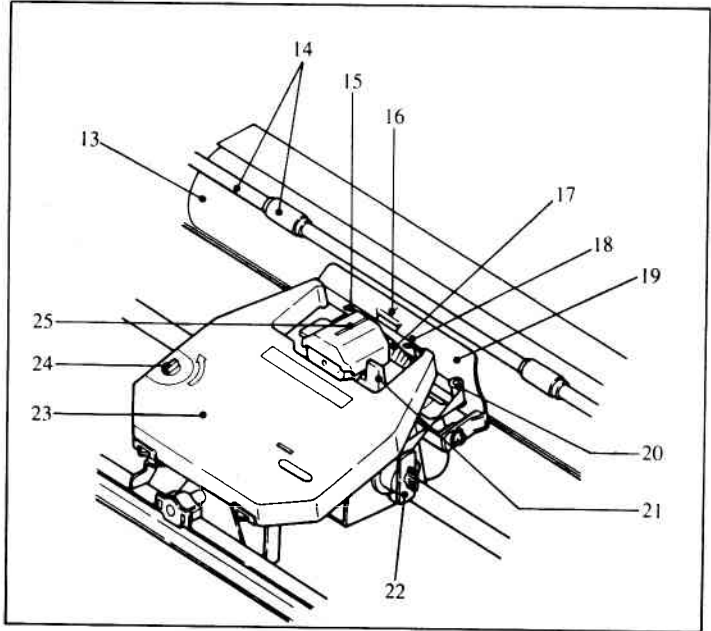
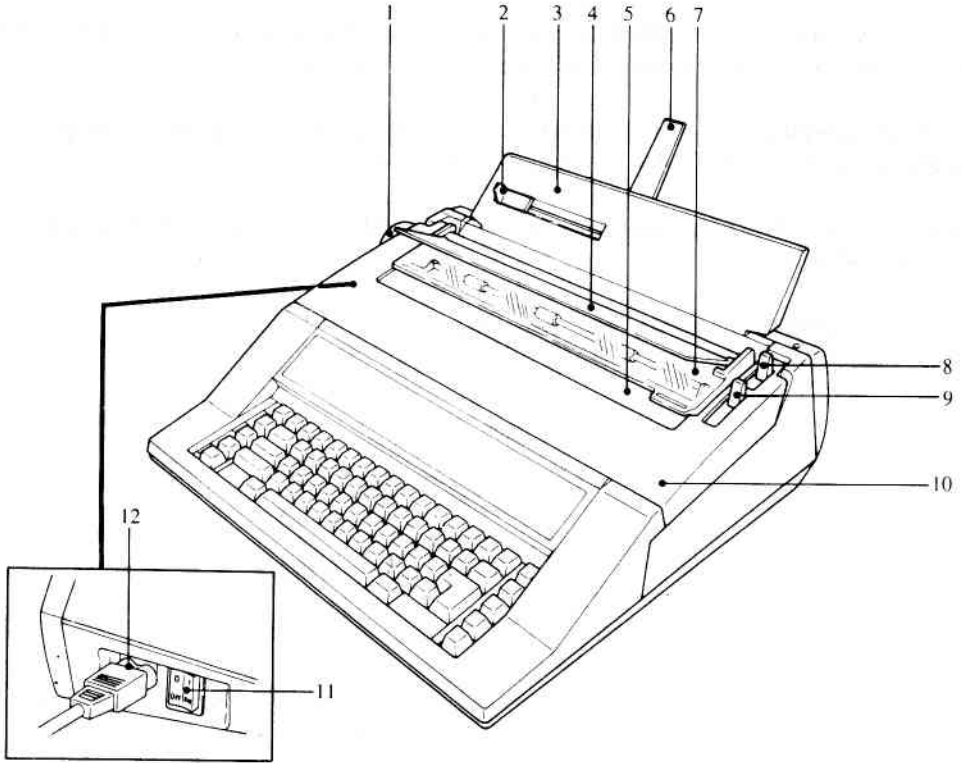
Your typewriter is a highly sophisticated mechanism. Never attempt to repair it yourself. If repair becomes necessary, take it to the nearest authorized service center.

Never insert metal objects such as a screwdriver, paper clip, nail file, etc., inside the typewriter. This could cause damage to the typewriter and/or electrical shock.

Do not leave your typewriter unattended when it is turned on. Always turn off the typewriter when you have finished typing.

Be sure to turn off the typewriter when removing platen.

Part Names And Functions

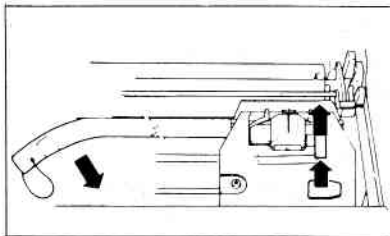


- 1. PLATEN KNOB**
Used to manually rotate the platen.
- 2. PAPER GUIDE**
Provides consistent placement of paper.
- 3. PAPER SUPPORT PANEL**
Supports the paper.
- 4. GLARE SHIELD**
Blocks out direct light from the typing line.
- 5. MARGIN SCALE**
Provides numerical indication of printing position.
- 6. PAGE END INDICATOR**
Supports the paper. Scale indicates remaining paper length in inches (for 11-inch-long paper only).
- 7. NOISE COVER**
Buffers the sound of typing.
- 8. PAPER RELEASE LEVER**
Releases paper for alignment.
- 9. PAPER BAIL LEVER**
Lifts the paper bail. Pull to insert paper automatically.
- 10. TOP COVER**
Open to replace ribbon, correction tape or printwheel.
- 11. POWER SWITCH**
- 12. POWER CORD**
- 13. PLATEN (ROLLER)**
Rolls paper in and out.
- 14. PAPER BAIL & BAIL ROLLERS**
Holds paper against the platen.
- 15. RIBBON GUIDE**
Guides ribbon.
- 16. PRINT POINT INDICATOR**
Indicates printing position.
- 17. PRINTWHEEL**
- 18. LINE LOCATOR (red line)**
Denotes the bottom of the typing line.
- 19. CARD HOLDER**
Holds paper against the platen.
- 20. GUIDE ROLLER**
Guides correction tape.
- 21. PRINTWHEEL SET/RELEASE LEVER**
Used for replacing printwheel.
- 22. CORRECTION TAPE**
- 23. RIBBON CASSETTE**
- 24. RIBBON TAKEUP KNOB**
Used to take up any slack in ribbon.
- 25. PRINT HEAD**
Strikes against printwheel.

- 1. MARGIN RELEASE KEY**
Releases the margins to type beyond them or set new ones.
- 2. LEFT MARGIN KEY**
Sets the left margin.
- 3. RIGHT MARGIN KEY**
Sets the right margin.
- 4. TAB SET KEY**
Sets tabs.
- 5. TAB CLEAR KEY**
Clears tabs.
- 6. CODE KEY**
Activates special functions in conjunction with other keys.
- 7. TAB KEY**
Moves the carrier to a tab position.
- 8. SHIFT LOCK KEY**
Locks the Shift key to type a series of capital letters. The red lamp on the key lights up when the key is pressed. Release shift lock by pressing either Shift key.
- 9. SHIFT KEY**
Enables the typing of upper case letters and symbols which appear on the upper left corner of each key.
- 10. REPEAT KEY**
Repeats the last character typed or the last key function entered.
- 11. SPACE BAR**
Moves the carrier ahead one space to the right. Hold down the Space bar for continuous movement to the right.
- 12. HALF SPACE KEY**
Moves the carrier one half space to the right.
- 13. RETURN KEY**
Returns the carrier to the left margin on the next line.
- 14. DECIMAL TAB KEY**
Automatically aligns all numbers typed at the tab position by their decimal points.
- 15. REVERSE INDEX KEY**
Retracts paper downward in 1/2 line (1/12 inch) increments without moving the carrier. Hold the key down to retract the paper continuously.
- 16. INDEX KEY**
Advances paper upward in 1/2 line (1/12 inch) increments without moving the carrier. Hold the key down to advance the paper continuously.
- 17. RELOCATION KEY**
Moves the carrier one space to the right of the last character typed on the page.
- 18. EXPRESS (BACKSPACE) KEY**
Returns the carrier to the left margin without a line feed.
- 19. BACKSPACE KEY**
Moves the carrier one space to the left. Hold down the key for continuous movement to the left.
- 20. CORRECTION KEY**
Corrects characters. Hold down the key for repeat correction.

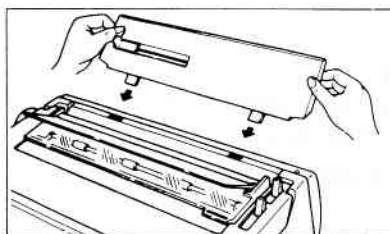
GETTING STARTED

Unpacking

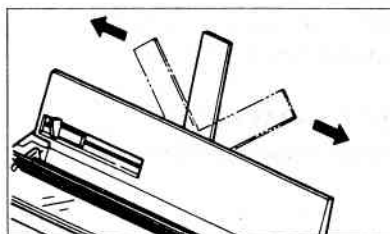


Before using your typewriter, be sure to remove the packing materials as described in the unpacking instructions.

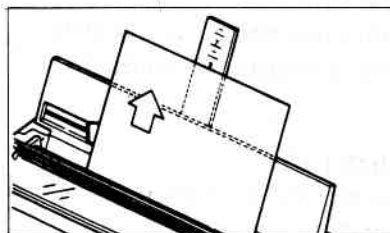
Setting Up



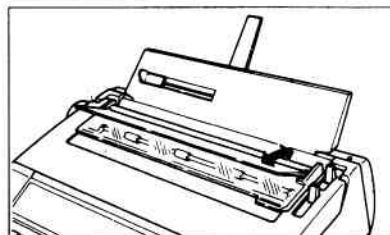
1) Insert the paper support panel.



2) Raise the page end indicator located on the back of the paper support panel. Move it to the desired position by tilting and pulling it in the desired direction.

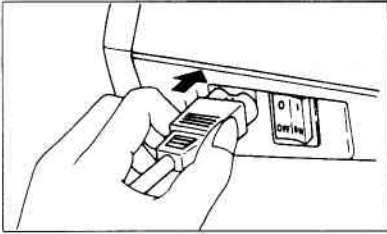


The scale on the page end indicator indicates the amount of space remaining in inches between your current position and the end of the paper.

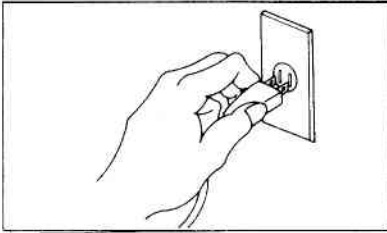


3) Position the glare shield to prevent direct light from obscuring the typing line.

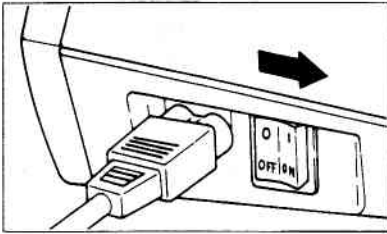
Turning On Typewriter



1) Plug the appropriate end of the power cord into the typewriter.



2) Plug the other end of the power cord into an outlet of the proper voltage/frequency as specified on the name plate at the back of the typewriter.



3) Turn on the power switch located at the left rear of the typewriter.

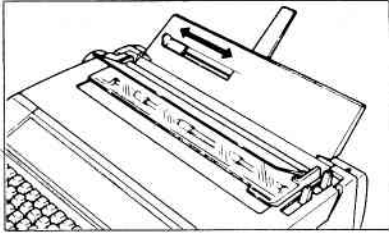
When the power is turned on, a beep sounds and the power-on lamp on the keyboard lights up. The carrier stops at the left margin.

Be sure to begin operation after the initialize sequence is completed.

Note:

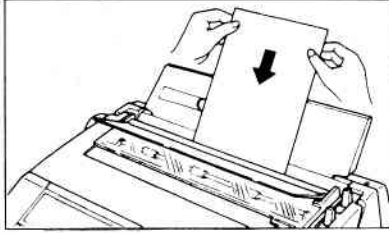
Make sure the printwheel, ribbon cassette and correction tape are properly installed.

Inserting/Ejecting Paper

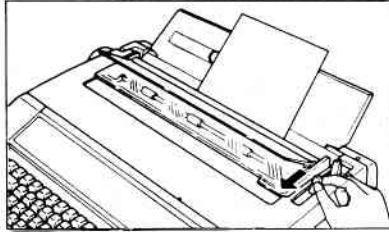


Inserting paper

1) Adjust the paper guide on the paper support panel to the desired position. The paper guide ensures consistent placement of your paper.



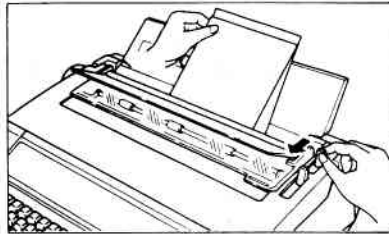
2) Insert a sheet of paper behind the platen aligned with the paper guide.



3) Pull the paper bail lever toward you as far as it goes. The paper is automatically inserted and stops at a position one inch from the top of the page.

Note:

Pulling the paper bail lever halfway raises the paper bail away from the platen.



4) To release and straighten the paper, pull the paper release lever toward you.

5) Return the paper release lever and paper bail lever to their normal position.

Ejecting paper

Hold down the Code key and press the "E" key to automatically eject paper.



Typing Controls



Impression control

This control determines the printing impact (how hard the printwheel strikes the paper). Select the proper impact depending on the type of printwheel, ribbon, paper or the number of multiple copies. The largest dot represents the heaviest impact.

Line space selector

This selector determines the spacing of the lines.

- 2: double spacing (3 lines per inch)
- 1-1/2: one-and-a-half spacing (4 lines per inch)
- 1: single spacing (6 lines per inch)

Pitch selector

This selector determines the character pitch.

- 10: PICA pitch (10 characters per inch)
- 12: ELITE pitch (12 characters per inch)
- 15: MICRO pitch (15 characters per inch)
- PS: Proportional Spacing
spacing varies according to the character. PS pitch is used with the PS printwheels only.

Note:

You can change the pitch in the middle of the line.

Margins

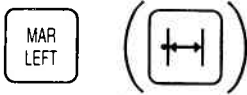
Preset margins

When you first turn on the typewriter, the preset margins are used. These settings provide you with standard one inch left and one inch right margins for each pitch selection.

	Left Margin	Right Margin
10 pitch (PICA)	10	75
12 pitch (ELITE)	12	90
15 pitch (MICRO)	15	113
PS pitch	12	90

The area of 5 spaces immediately before the right margin is called the hot zone. As the carrier moves toward the end of a line and enters the hot zone, a beep sounds. This beep warns you that the right margin is approaching.

Setting a new margin



- 1) Use the Space bar or the Backspace key to position the carrier at the point where you want to set a new margin.

To set a margin beyond either of the current margins, move the carrier to the current margin, press the Margin release key, then continue moving the carrier to the desired position.

- 2) Press the Left margin key to set the left margin.
or
Press the Right margin key to set the right margin.

A beep sounds to signal that a new margin has been set. When you set new margins, current margins are automatically cleared.

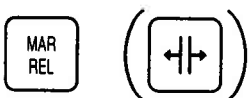
Note:

You cannot set left and right margins that are less than one inch apart.

Typing beyond the margins

To type beyond the right margin, press the Margin release key when the carrier stops at the right margin, and continue typing.

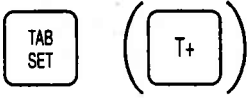
To type beyond the left margin, press the Margin release key at the left margin. Then press the Backspace key to move the carrier to the position where you want to start typing.



Margin back-up

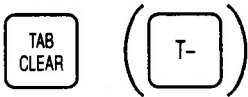
The current margin settings are maintained in memory by the back-up battery even when you turn off the typewriter. You can use the same margins when you turn on the typewriter next time.

Tabs



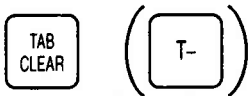
Setting a tab

- 1) Use the Space bar or the Backspace key to position the carrier at the point where you want to set a tab.
- 2) Press the Tab set key. A beep sounds to signal that the tab has been set. A maximum of 30 tab stops can be set.



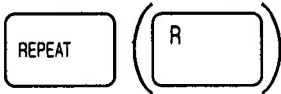
Clearing a tab

- 1) Position the carrier at the tab you want to clear.
- 2) Press the Tab clear key. A beep sounds to signal that the tab has been cleared.



Clearing all tabs

- 1) Press the Tab clear key at any position.
- 2) Press the Repeat key. Two beeps sound to signal that all tabs have been cleared.



Using a tab

- 1) Press the Tab key. The carrier moves to the first tab setting to the right of your current position.
- 2) Type the text.

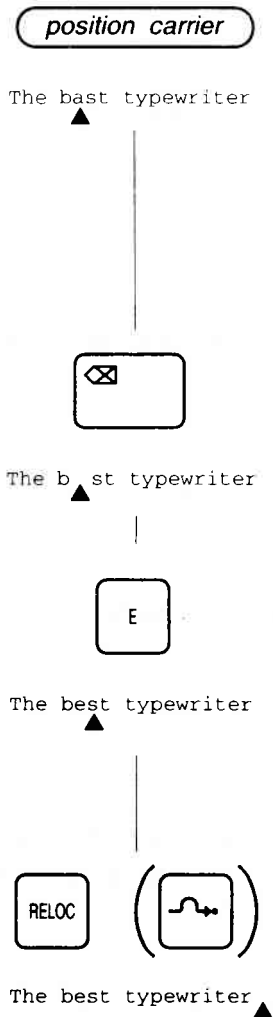
Tab back-up

The current tab settings are maintained in memory by the back-up battery even when you turn off the typewriter. You can use those tabs when you turn on the typewriter next time.

Corrections

Your typewriter has an automatic correction memory. It remembers the last 700 characters typed within the last 10 lines and will correct any or all of those characters. Characters typed outside the correction memory can be corrected easily using the manual correction.

Automatic character correction (correcting characters within the correction memory)



- 1) Use the Index key or Reverse index key to position the print point indicator on the line which contains the error. The line locator (red line) marked on the card holder should be line up below the line. Do not use the platen knob for alignment.
- 2) Use the Backspace Key or Space bar to position the print point indicator on the character to be corrected.

- 3) Press the Correction key. The character under the print point indicator position is erased.

Hold down the Correction key to erase more characters to the left.

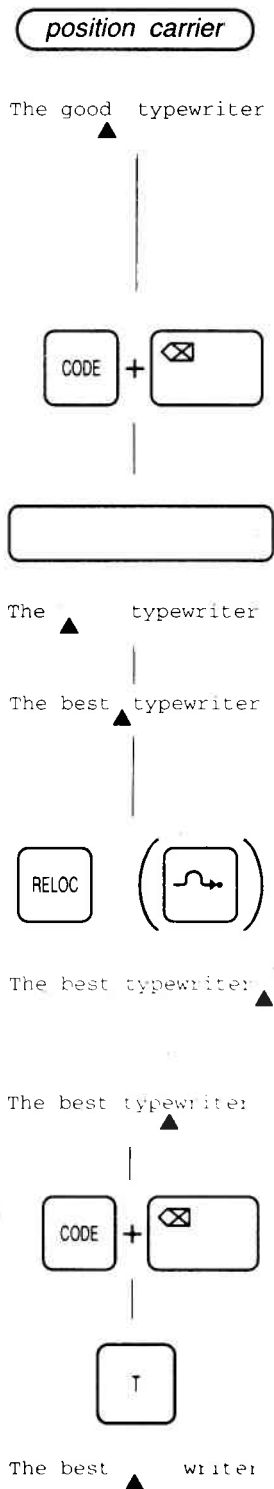
- 4) Type the correct character(s).

- 5) Press the Relocation key. The print point indicator returns to one space beyond the last character typed on the page.

Note:

When you correct the last character you typed, you do not need to backspace to the character. Simply touch the Correction key and the print point indicator will automatically backspace and delete the character.

Automatic word correction (correcting words within the correction memory)



- 1) Use the Index key or Reverse index key to position the print point indicator on the line which contains the word to be corrected. The line locator (red line) marked on the card holder should be line up below the line. Do not use the platen knob for alignment.
- 2) Use the Backspace key or Space bar to position the print point indicator on the last letter of the word to be corrected, or the space following the word to be corrected.
- 3) Hold down the Code key and press the Correction key. An intermittent beep sounds.
- 4) Press the Space bar. The word is erased.
- 5) Type the correct word.
- 6) Press the Relocation key. The print point indicator returns to one space beyond the last character on the page.

Note:

You can erase a part of the word automatically.

- a) Position the print point indicator on the last letter to be erased in the word.
- b) Hold down the Code key and press the Correction key. An intermittent beep sounds.
- c) Type the first letter to be erased in the word. The part of the word specified is erased.

Manual correction (correcting characters outside the correction memory)

- 1) Use the Index key or Reverse index key to position the print point indicator on the line which contains the error. The line locator (red line) marked on the card holder should be line up below the line. Do not use the platen knob for alignment.
- 2) Use the Backspace key or Space bar to position the print point indicator on the character to be corrected.

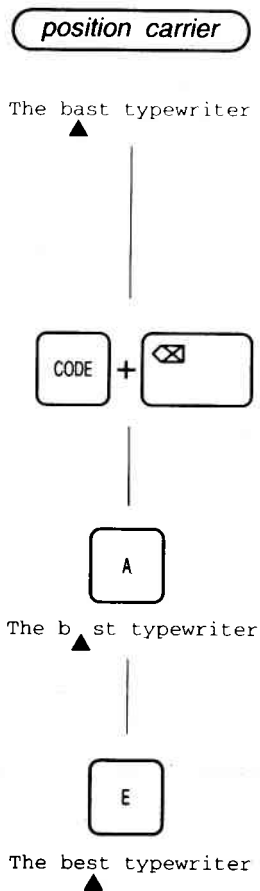
Note:

Use the micro up/micro down/micro back space for accurate alignment. See "Micro Up/Micro Down/Micro Space" in the Typing Functions" chapter.

- 3) Hold down the Code key and press the Correction key.

- 4) Press the character to be erased. The character is erased and the print point indicator remains at that position.

- 5) Type the correct character(s).



TYPING FUNCTIONS

The letter below shows you some of the sample usage of the typing functions on your typewriter.

automatic centering

"Tools for Everyone"
Consolidated Tool Co., Inc.
138 Elm Boulevard
Chicago, Illinois 60690

June 3, 1997

Everyday Hardware, Inc.
10301 Main Street
Portland, Oregon 98645

Dear Sir;

Thank you very much for your letter of May 23 and for your inquiry as to any developments in our product line for next year.

As a favored customer we are at present offering you a 10% discount on all products ordered. We certainly understand your position and we realize that recently the market for our products has been somewhat slow. Therefore to thank you for your continued patronage, we have decided that we can offer an additional 5% discount. We hope that this will help the situation.

We are not standing still but continually attempting to improve our line and to meet the changing needs of the market. We are planning to introduce several new sets with different combinations of tools aimed at satisfying the needs of the increasing number of people just starting to become involved in home improvements. We feel that this will be a substantial market in years to come.

The following passage from Tools Today typifies our feelings on the matter.

Bold typing

Full underlining

Paragraph indentation

"The market will continually grow as the expense of hiring out home improvements increases. Consumers will be forced to do whatever is necessary and this fact offers a grand opportunity to all those involved in this area!"

Word underlining

Please look under the following areas in the Company Prospectus inserted which describes our goals for the coming years:

<u>Section Title</u>	<u>Section</u>	<u>Pages</u>
MEETING THE NEW MARKETS	2.3-2	31 - 46
OUR ANSWER	11.6	93 - 102
WHAT WE CAN DO TOGETHER	18.14	209 - 234

Caps lock

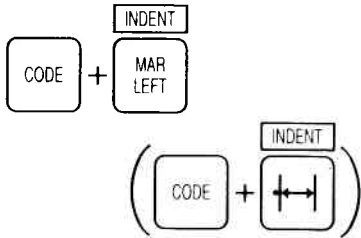
Thank you again for your continued use of our products. We wait for your reply.

Decimal tabulation

Sincerely Yours,

James Harrison
Assistant Sales Manager

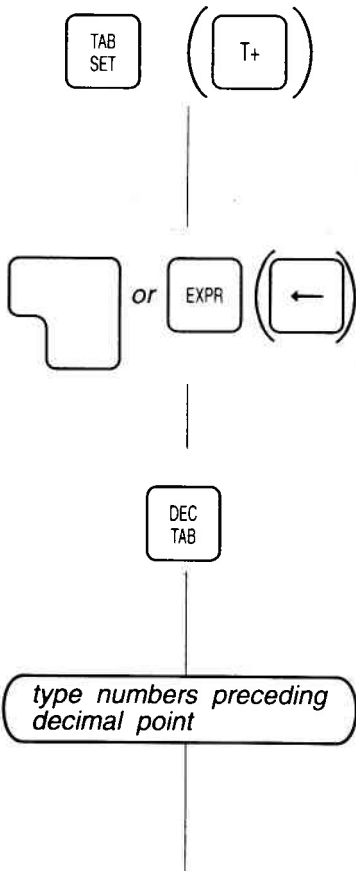
Paragraph Indentation



This function creates a temporary left margin to indent several lines such as a paragraph.

- 1) Position the carrier at the point where you want to set the paragraph indentation.
- 2) Hold down the Code key and press the INDENT key (Left margin key). A beep sounds and the current position becomes the temporary left margin.
- 3) Type the text to be indented.
- 4) To cancel the paragraph indentation, hold down the Code key and press the Left margin key at any time. Two beeps sound.

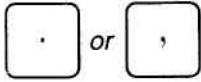
Decimal Tabulation



This function aligns numbers by their decimal point at a tab position. It helps you to type statistical text easily.

- 1) Set tab(s) at the decimal position for each column.
- 2) Press the Return key or Express key. The carrier returns to the left margin.
- 3) Press the Decimal tab key. The carrier moves to the first tab position.
- 4) Type the numbers preceding the decimal point. The carrier moves one space to the left for each number typed. (Nothing is printed at this time.)

If you make a mistake, press the Correction key to delete all text (numbers) typed. The carrier returns to the tab position. Then retype the number.



*type numbers after
decimal point*



- 5) Type the decimal point (Comma or Period key). The numbers and the decimal point are printed, aligning the decimal point at the tab position. Then type the number following the decimal point.

Note:

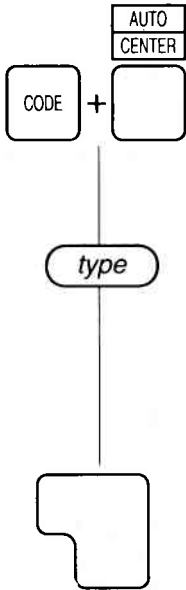
When typing numbers without a decimal point or when typing words, you have 3 options to print them out.

- a) Press the Return key. The number is printed and the carrier stays there.
 - b) Press the Tab key. The number is printed and the carrier advances to the next tab position.
 - c) Press the Decimal Tab key. The number is printed and the carrier advances to the next tab, making it a decimal tab again.
- 6) To advance to the next line, press the Return key and repeat steps 3) through 5).

Note:

To cancel the decimal tab function, first press the Correction key to clear the text typed before the decimal point. The carrier returns to the tab position. Then press the Return key.

Automatic Centering



This function centers text evenly between the left and right margins.

- 1) Hold down the Code key and press the AUTO CENTER key. A beep sounds and the carrier automatically advances to the center position between the left margin (or indent position) and the right margin.

- 2) Type the text to be centered. The carrier moves one half space to the left for every character typed. (Nothing is printed at this time.)

If you make a mistake, press the Correction key to delete all text typed. The carrier returns to the center position. Then retype the text.

- 3) Press the Return key. The text is printed, centered between the margins. The automatic centering function is cleared. The carrier stops immediately after the centered line.

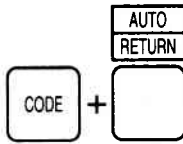
Note:

To cancel the automatic centering function, hold down the Code key and press the AUTO CENTER key. Two beeps sound.

If no characters have been typed at the center position, simply press the Return key to clear the automatic centering function.

Automatic Carrier Return

This function automatically returns the carrier at the end of each line without pressing the Return key.



- 1) Hold down the Code key and press the AUTO RETURN key. A beep sounds to signal that the function has been activated.
- 2) Type text. When the first space or hyphen is typed after the carrier enters the hot zone (the area of 5 spaces immediately before the right margin), the carrier automatically returns to the left margin on the next line.

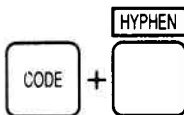
Note:

(For the typewriter with the USA or Canada French keyboard)
If a hyphen or space is not typed in the hot zone, the carrier will advance past the right margin.

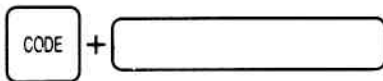
- 3) To cancel the automatic carrier return function, hold down the Code key and press the AUTO RETURN key again. Two beeps sound.

Required Hyphen And Required Space

This function is used to type a hyphen or space in the hot zone that will not trigger the automatic carrier return. This is useful to type a combination of words that you do not want to be separated by automatic carrier return.



Hold down the Code key and press the HYPHEN key at the position where you want a required hyphen. A hyphen is printed but the carrier does not return.

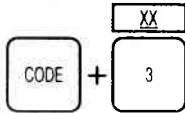


Hold down the Code key and press the Space bar at the position where you want a required space. A space is made but the carrier does not return.

Automatic Underlining

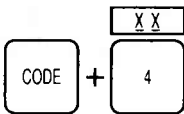
This function underlines individual words (no spaces) or all characters automatically.

Automatic full underlining



- 1) Hold down the Code key and press the "XX" key. A beep sounds to signal that the function has been activated.
- 2) Type the text to be underlined. All of the characters including spaces will be underlined as you type.
- 3) To cancel full underlining, hold down the Code key and press the "XX" key again. Two beeps sound.

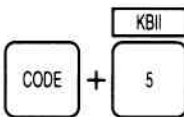
Automatic word underlining



- 1) Hold down the Code key and press the "X X" key. A beep sounds to signal that the function has been activated.
- 2) Type the text to be underlined. All characters except spaces will be underlined as you type.
- 3) To cancel word underlining, hold down the Code key and press the "X X" key again. Two beeps sound.

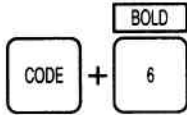
Keyboard II (Special Characters)

Your typewriter provides a second keyboard which contains special characters. These special (KBII) characters appear on the top right side of the numeric/symbol keys.



- 1) Hold down the Code key and press the "KBII" key. A beep sounds to signal the function has been activated.
- 2) While holding down the Shift key (or after pressing the Shift lock key), type the key with the desired symbol.
- 3) To cancel the second keyboard, hold down the Code key and press the "KBII" key again. Two beeps sound.

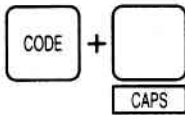
Bold Typing



This function makes words stand out from the rest of the text. Use this function to emphasize titles, highlight information, etc.

- 1) Hold down the Code key and press the BOLD key. A beep sounds to signal that the function has been activated.
- 2) Type the text. All of the characters will be printed in boldface type.
- 3) To cancel bold typing, hold down the Code key and press the BOLD key again. Two beeps sound.

Caps Lock



This function enables numbers and upper case letters to be typed without pressing the Shift key.

- 1) Hold down the Code key and press the CAPS key. A beep sounds to signal the function has been activated.
- 2) Type the text. Each alphabetical character (letter) is printed in upper case. Numbers and symbols are printed as usual.

Note:

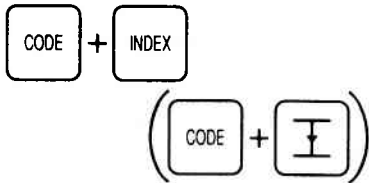
To type any lower-case alphabetical characters or a symbol that is on the upper left corner of a key top while using the caps lock, hold down the Shift key and press the desired key.

- 3) To cancel the caps lock mode, hold down the Code key and press the CAPS key again. Two beeps sound.

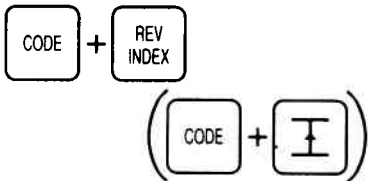
Micro Up/Micro Down/Micro Back Space

Use this function to align the print point indicator to an exact position such as a previously typed letter or position on a pre-printed form.

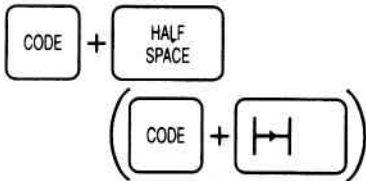
Hold down the Code key and press the Index key. Paper will advance 1/16 line (1/96 inch) each time this key combination is pressed.



Hold down the Code key and press the Reverse index key. Paper will retract 1/16 line (1/96 inch) each time this key combination is pressed.



Hold down the Code key and press the Half space key. The print point indicator moves 1/120 inch to the left each time this key combination is pressed.



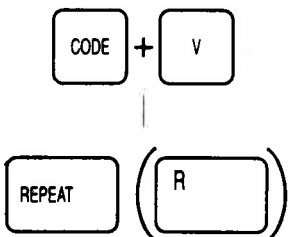
Framing (Line Drawing)

This function creates frames by drawing vertical and horizontal lines.

Typing vertical line

Hold down the Code key and press the "V" key. A short vertical line is printed. The print point indicator does not advance.

To extend the vertical line downward, hold down the Repeat key.



Creating frame by drawing vertical and horizontal lines

- 1) First draw the top and bottom horizontal lines of the frame. Hold down the Shift key and press the Hyphen key, then press the Repeat key to draw a horizontal line.

Note:

Setting margins at the desired width makes it easier to draw horizontal lines of the same length.

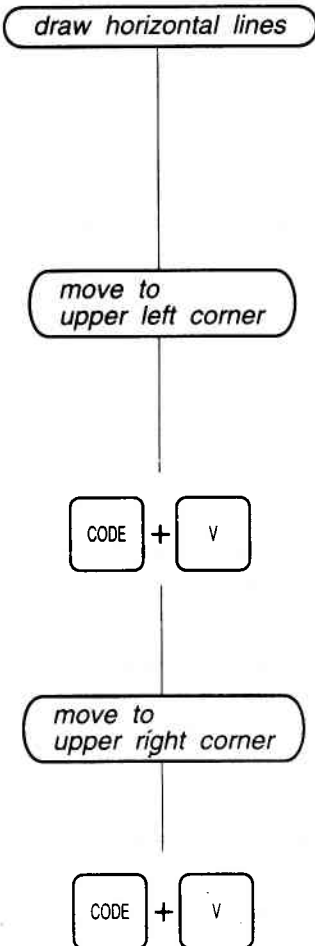
- 2) Move to one line below the upper left corner.

Press the Backspace key then press the Half space key. The print point indicator aligns with the left end of the top horizontal line.

- 3) Hold down the Code key and press the "V" key. A vertical line is printed. Then hold down the Repeat key until it reaches the bottom horizontal line.

- 4) Move the print point indicator to one line below the upper right corner.

- 5) Hold down the Code key and press the "V" key. A vertical line is printed. Then hold down the Repeat key until it reaches the bottom horizontal line.



Format (Margin And Tab) Memory

This function stores up to 5 kinds of formats (margin and tab settings) in the memory.

Storing a format

- 1) Set the desired margins and tabs as usual.
- 2) Hold down the Code key and press the "Y" key. A beep sounds to signal the function has been activated.

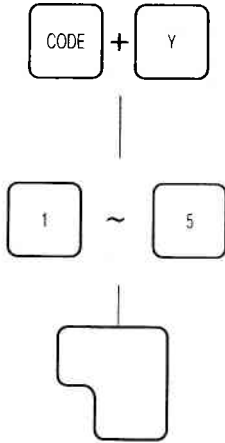
To cancel this function, hold down the Code key and press the "Y" key again. Two beeps sound.

- 3) Press one of the number keys: "1" to "5."

- 4) Press the Return key. A beep sounds indicating that the format has been stored under the respective number.

Note:

If a format has been previously stored under the number selected, it will be canceled and replaced with the new format.



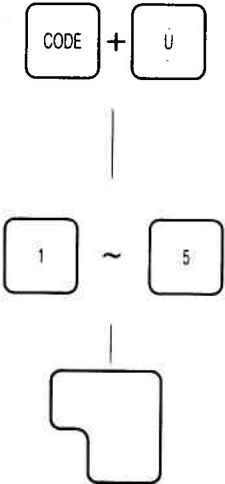
Recalling a format

- 1) Hold down the Code key and press the "U" key. A beep sounds to signal the function has been activated.

To cancel this function, hold down the Code key and press the "U" key again. Two beeps sound.

- 2) Press the key under which the desired format is stored (1 to 5).

- 3) Press the Return key. A beep sounds and the format is recalled. The carrier moves to the left margin position under that format.



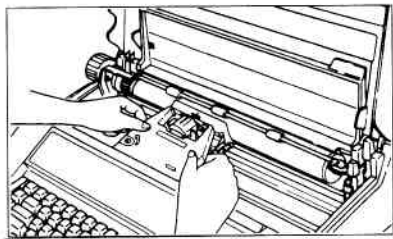
Clearing all formats in memory

Hold down the Code key and press the "C" key. Three beeps sound and the three formats are cleared from the memory.



HOW TO CHANGE ACCESSORIES

Ribbon Cassette



Removing ribbon cassette

- 1) Turn off the typewriter and open the top cover.
- 2) Hold the cassette as shown and pull up the ribbon cassette arms.

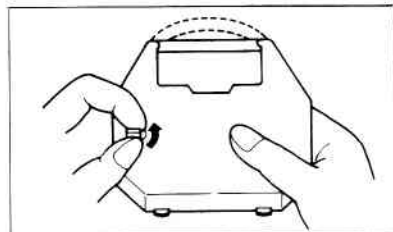
Note:

Check the amount of ribbon remaining through the ribbon cassette window. If you see colored tape, replace it with a new one.

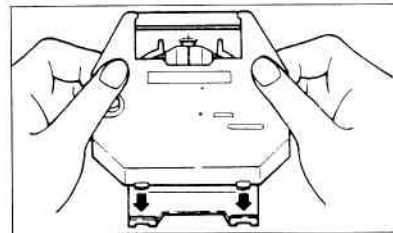
Installing ribbon cassette

- 1) Turn the ribbon take up knob counterclockwise to take up any slack in the ribbon before installing the ribbon cassette.

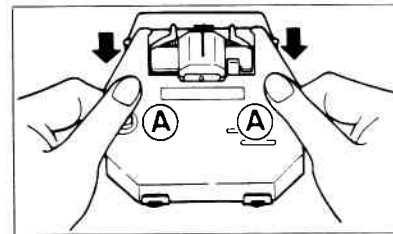
When installing a new ribbon, wind past the lead portion of the cassette.



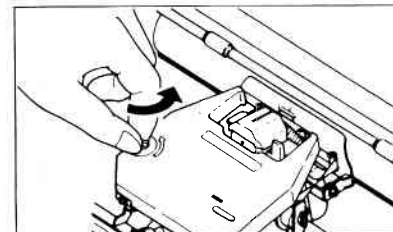
- 2) Fit the two tabs at the bottom of the ribbon cassette into the two holes of the ribbon cassette holder.



- 3) Carefully lower the front of the cassette so that the ribbon fits between the two ribbon guides and the card holder.



- 4) Press the positions marked "A" in the illustration until the ribbon cassette snaps into place.



- 5) Take up any slack again.
- 6) Close the top cover.

Ribbon select setting

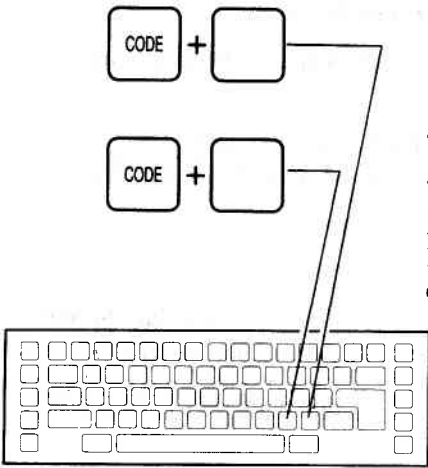
Your typewriter can use either correctable carbon or multi-strike ribbons. Set the ribbon selection in accordance with the ribbon you use. Correctable carbon ribbon is selected for the factory setting.

To select the multi-strike ribbon, hold down the Code key and press the key to the left of the Right shift key.

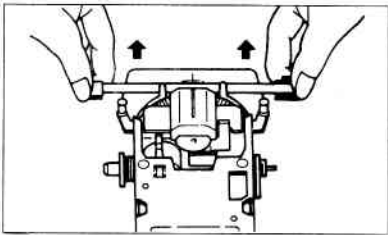
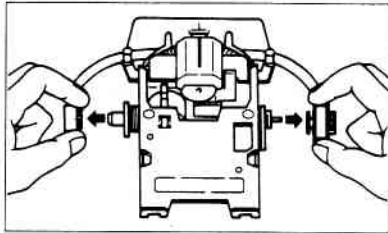
To select the correctable carbon ribbon, hold down the Code key and press the second key to the left of the Right shift key.

Note:

If you use a multi-strike ribbon with selecting the correctable carbon ribbon, printed characters will not be clear.



Correction Tape



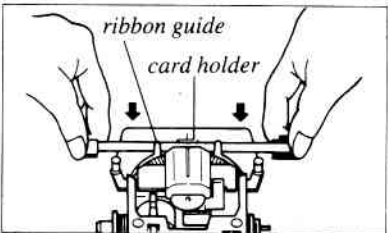
Removing correction tape

- 1) Open the top cover and remove the ribbon cassette as explained under "Removing ribbon cassette".
- 2) Remove the left and right spools from the spindles.

Note:

Be sure not to pull the spindle hub when removing the left spool.

- 3) Grasp both spools and bring them back to straighten the tape. Pull the correction tape to take up any slack and lift it out.

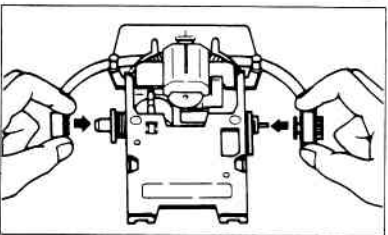


Installing correction tape

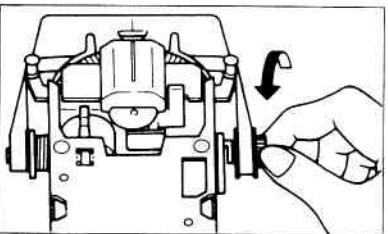
- 1) Unwind the correction tape. Hold the two spools with your fingers.
- 2) Carefully lower the correction tape in between the ribbon guides and the card holder.

Note:

Make sure the coated side of the correction tape faces the card holder.



- 3) Fit the full spool of the correction tape onto the left supply spindle and press the spool until it snaps into place.
- 4) Fit the right spool (the one with the knob) on the right take-up spindle.



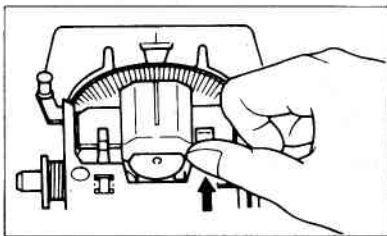
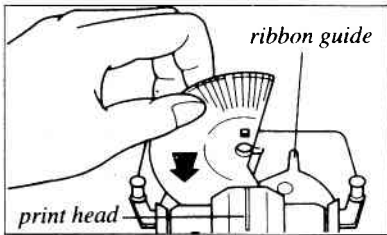
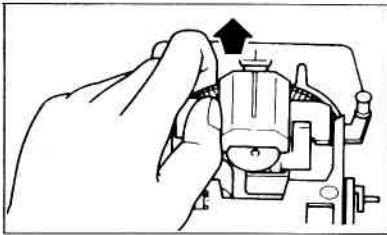
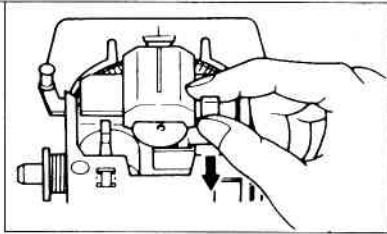
- 5) Turn the right spool toward you until the colored portion of the tape disappears.

Note:

Check to make sure the correction tape goes behind the left and right guide rollers.

- 6) Reposition the ribbon cassette and close the top cover.

Printwheel



Removing printwheel

- 1) Open the top cover and remove the ribbon cassette as explained under "Removing ribbon cassette".
- 2) Pull the printwheel set/release lever toward you. The whole print head shifts toward you and the printwheel is released.

- 3) Lightly grasp the top of the printwheel and carefully pull it up.

Note:

Be careful not to bend the top of the ribbon guides.

Installing printwheel

- 1) Lightly grasp the edge of the printwheel. Carefully lower it in between the print head and the ribbon guides.

Note:

Make sure that the typeface side faces the ribbon guides.

- 2) Push the printwheel set/release lever. The whole print head shifts back and the printwheel snaps into place.

Press the lever again as far as it goes to make sure the printwheel is locked into place.

- 3) Reposition the ribbon cassette and close the top cover.

Note:

Reposition the printwheel if there are any abnormal sounds or if incorrect characters are printed.

SUPPLIES

Ribbon cassette

There are two types of ribbons that can be used on your typewriter.

Correctable carbon ribbon

Your typewriter comes with this ribbon. This ribbon provides excellent correction performance with the lift-off correction tape. The carbon surface of the ribbon is transferred to the paper as you type, so it is not reusable.

Multi-strike film ribbon

This optional ribbon enables you to type more characters at a lower cost. This ribbon is not reusable either.

Note:

When you use other type of ribbon cassette, be sure to change the ribbon select in accordance with the ribbon you use. See "Ribbon select setting" in "How to Change Accessories" chapter.

Correction tape

There are two types of correction tapes that can be used on your typewriter.

Lift-off correction tape

Your typewriter comes with this type of correction tape. This correction tape is used only with correctable carbon ribbon. It lifts the carbon film ink off of the paper.

Cover-up correction tape

This optional correction tape covers up the error. This is used only with multi-strike ribbon.

Printwheel

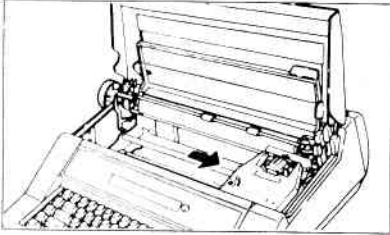
Your typewriter comes with a standard printwheel. Besides this typestyle, a variety of printwheels, with different typestyles, is available.

MAINTENANCE

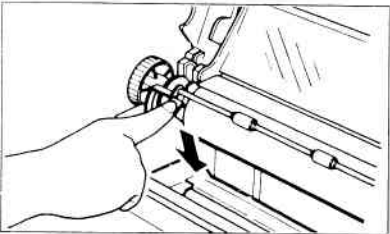
Removing Platen

The platen on your typewriter is removable making it easier to clean or to remove jammed paper.

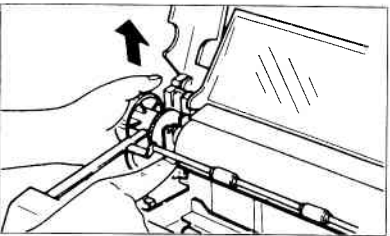
Removing the platen



- 1) Turn off the typewriter. Open the top cover and move the carrier all the way to the right.
- 2) Pull open the paper bail toward you.

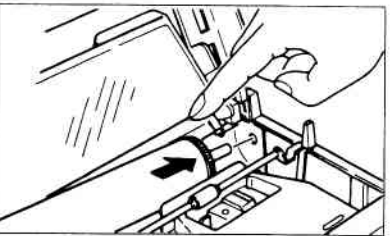


- 3) Push down the platen lock lever with your right hand.

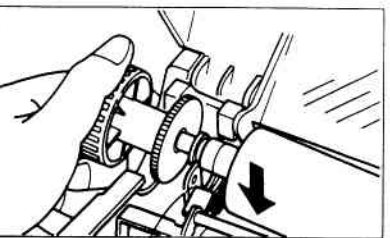


- 4) While pushing down the platen lock lever, grip the platen knob with your left hand and lift it up to remove the left side of the platen from the main unit.
- 5) Pull the platen knob to the left, so you can remove the platen's right shaft from the main unit.

Installing the platen



- 1) Open the paper bail then raise the erasure table and hold it up with your right hand.
- 2) Reposition the platen on the cradle and insert the platen's right shaft into the hole on the right side of the cradle in the main unit.



- 3) Grip the platen knob and push it down until the platen's left shaft locks into place. Be sure to align the groove on the platen's left shaft with the platen holder stand.
- 4) Close the paper bail, then close the top cover.

Cleaning

Do not attempt to disassemble the typewriter to clean it.

Dust the typewriter lightly, using only a dry cloth.

Never use water or solvents such as thinner, alcohol, etc. to clean your typewriter.

Be careful not to drop any items (especially pins, paper clips, nail files, etc.) into the typewriter when the top cover is opened. This could damage the typewriter.

Service

It is recommended that your typewriter be serviced at least once a year by a qualified service technician. Any malfunction caused by maintenance performed by anyone other than authorized service technician, will void the warranty.

If the typewriter fails to function or does not function properly, check the following:

Is the typewriter plugged into a live socket?

Is the typewriter switched on?

Is the printwheel properly installed?

Is the ribbon cassette or the correction tape properly installed?

Is the ribbon cassette or correction tape used up?

Is the ribbon selecting set in accordance with the ribbon type you use?

If the typewriter still does not work properly after checking the above, contact an authorized service center.

