

Product Code: 3225955

Traditional 11" Manual Typewriter



INSTRUCTION MANUAL

Please retain for reference.



Thank you for purchasing the Scotts of Stow Traditional 11" Manual Typewriter. Please read the following instructions before you use it and keep them in a safe place for future reference. They will help you to get the best from your new typewriter.

Compare your typewriter to the photos in this document, and check that all parts are present before use. If anything is missing, or if you have any other queries, please call our customer enquiry line. Make sure you remove the transit restraints (see photos below). They are put on just for transport, and your typewriter won't work until they're removed.

Nowadays, as we use so many electrical products day-to-day, we can forget that mechanical machines need 'running in'. We have found that the more use the typewriter gets, the better the results. We hope you enjoy using your new typewriter. Our product testing team found that using a manual typewriter certainly brought back memories!

Important – Transit restraints

On left of typewriter under paper carriage – remove and discard



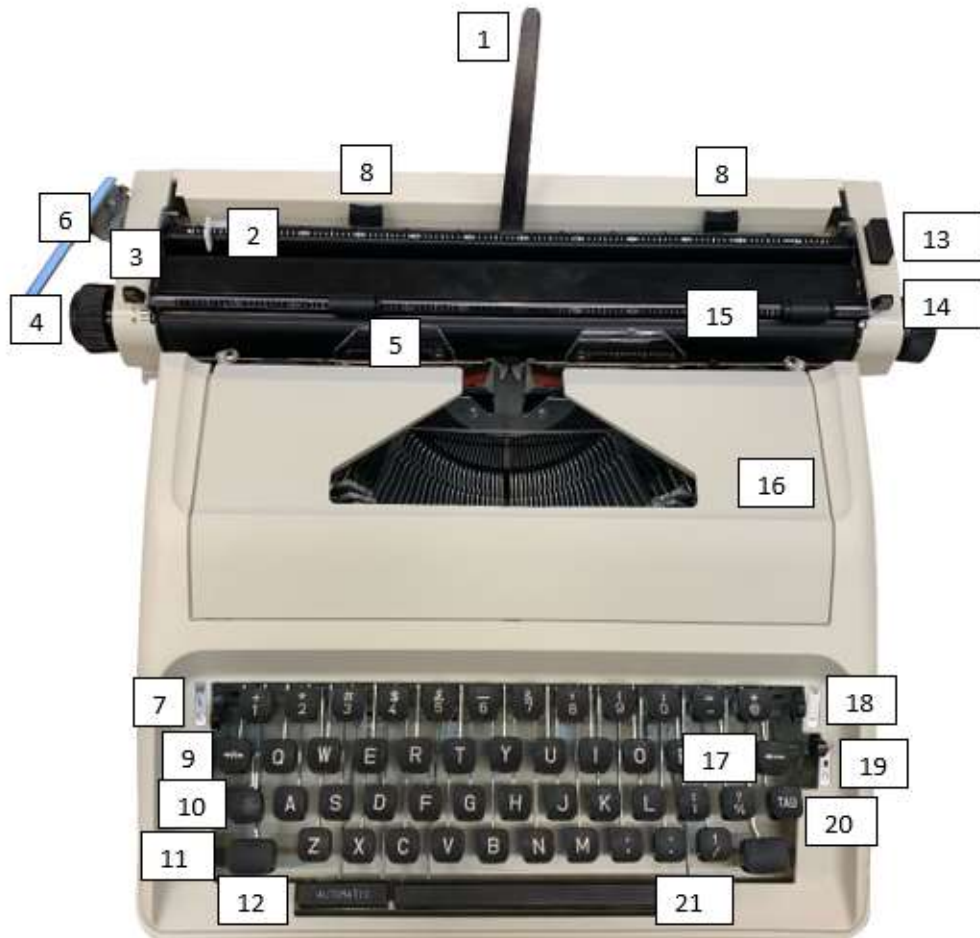
On right of typewriter under paper carriage – remove and discard



Letter arm transit rod. Push this forward before typing



Typewriter, Features, and Instructions:



1. Hinged paper support – moves in a vertical semi-circle from within the machine to the ‘in use position’ as per the picture.
2. White plastic paper guide – when inserting the paper this acts as an edge guide to the left-hand side of the paper.
3. Line gap selection – this selects the spacing between each line as you type, from 1, 1.5, 2.
4. Left hand paper roller dial – this moved the paper up or down. For fine adjustment press the centre knob and turn the dial. The right-hand dial is located on the other end of the carriage.



5. Transparent aligning guide – further help in aligning the paper before you type. This is particularly useful if you want to add extra type to a line previously typed.
6. Carriage return arm – when you have reached the end of the line you are typing and the alert bell sounds, push this arm towards the typewriter, pushing the carriage from left to right. Not only does this move the paper up by the desired line depth but it moves the carriage so that you are ready to start typing the next line.
7. Impression regulator – H = Heavy ink impression L = Light ink impression.
8. Margin stops – for selecting left- and right-hand margin guides when you are typing. Push down and move to the desired position. When you're typing and come to reach the margin, the alert bell will sound.
9. Margin override – for removing any margins previously set.
10. Shift lock key – by pushing this down hard, the key is locked into place. Any keystroke made with this key locked in place will be a capital. Press the key below to release the lock.
11. Left hand shift key – the single press and hold of this key along with striking the appropriate letter you want will result in a capital letter being typed. The right-hand version of this key is mirrored on the keyboard.
12. Automatic space bar – hold this bar down and the carriage will automatically move from left to right until you release the bar.
13. Carriage release – pressing and holding this key allows the free movement of the carriage both left and right, using your free hand.
14. Paper release – to release the pressure on the paper held in the carriage, enabling manual alignment.
15. Paper retaining bar – holds the paper against the roller whilst typing. It can be lifted when the paper needs adjusting or removing.
16. Housing – this must be removed to change the ribbon. Carefully lift at the back of the housing. An audible click tells you the housing is free to remove.



17. Backspace key – to return the carriage by one character.

18. Tab set and clear selector – for when you want to indent lines, such as bullet points or paragraphs. Starting with the carriage over as far right as it will go, use the space bar or automatic space bar to move the carriage to the position on the page where you would like the tab to be. Push the selector upwards to the '+' sign. The tab is now set. To remove any tabs, again have the carriage over to the right, select the down '—' sign and, repeating the above, move the carriage again from right to left. Tabs will now be removed.

19. Ribbon selector – Red = Red type colour, Black = Black type colour, Circle = ribbon not in use.

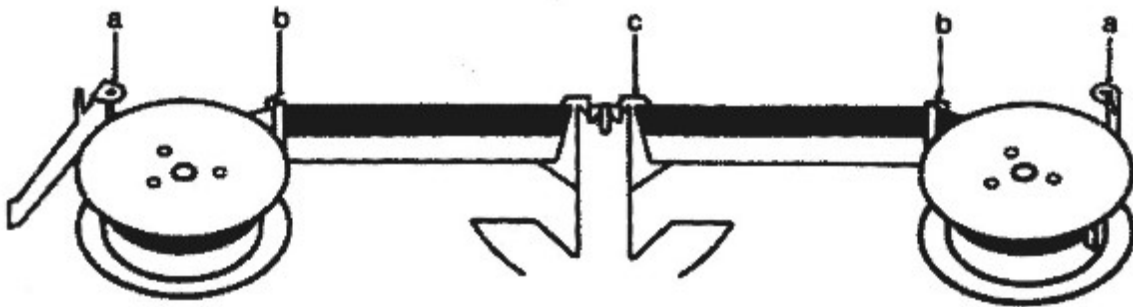
20. Tab Key – with the carriage in the far-right position press and hold this key and the carriage will stop to mark any tabs you have set (see point 18 above).

21. Space Bar – press the bar down and the carriage will move forward the width of one character.



To replace the ribbon

- The ribbon is fed from left to right as you type.
- To remove and replace, first remove the typewriter Housing as point 16 on previous page.
- Release the ribbon brake (a) with your finger and remove the spool from the white plastic spool centre pin. Now repeat this with the right-hand spool.
- You will also carefully need to remove the ribbon from the ribbon cage (c) this may be a little fiddly! The spools and ribbon are now free to remove.
- To replace with a new ribbon, follow the above process in reverse, making sure the ribbon also passes between the two sets of ribbon guides (b) on the left and right.





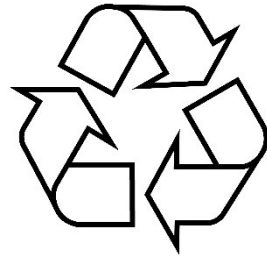
WARNING!

SAFETY INSTRUCTIONS:

- This Scotts of Stow Traditional 11” Manual Typewriter can be used by children aged 8 years and above, and people with reduced physical, sensory or mental capabilities – or lack of experience and knowledge – if they are supervised or have been given instruction concerning safe use of the appliance, and understand the hazards involved.
- Children must not play with the appliance.
- This appliance contains no user serviceable parts. All repairs should only be carried out by a qualified person. Improper repairs may place the user at risk of harm and will invalidate any guarantee.
- Always use this appliance on a stable surface.
- Do not operate the appliance after a malfunction or if it has been dropped or damaged in any way.
- No liability can be taken for any damage or harm that occurs in the event of improper use or incorrect handling.



Please visit www.recycle-more.co.uk to find where your nearest recycling point is and recycle this product at the end of its life.



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