



TIME CLOCK WORLD

888 534-5994

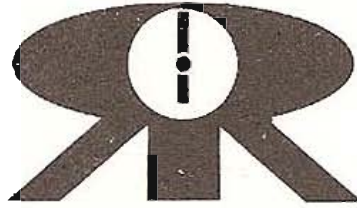
 Rapidprint Inc.

Mechanical Stamps

Models: All A series

USER MANUAL





RAPIDPRINT

OPERATING INSTRUCTIONS

FOR ALL A-1 STYLE MODELS

(AR-1, AD-1, AN-1, ADN-1, A-RD-1, ETC.)

GENERAL INSTRUCTIONS

Check the current, voltage, and cycles as given on name plate and be certain that these specifications conform with the electrical power you intend using. Make a record of the serial number of this machine and the number given on the key, for reference.

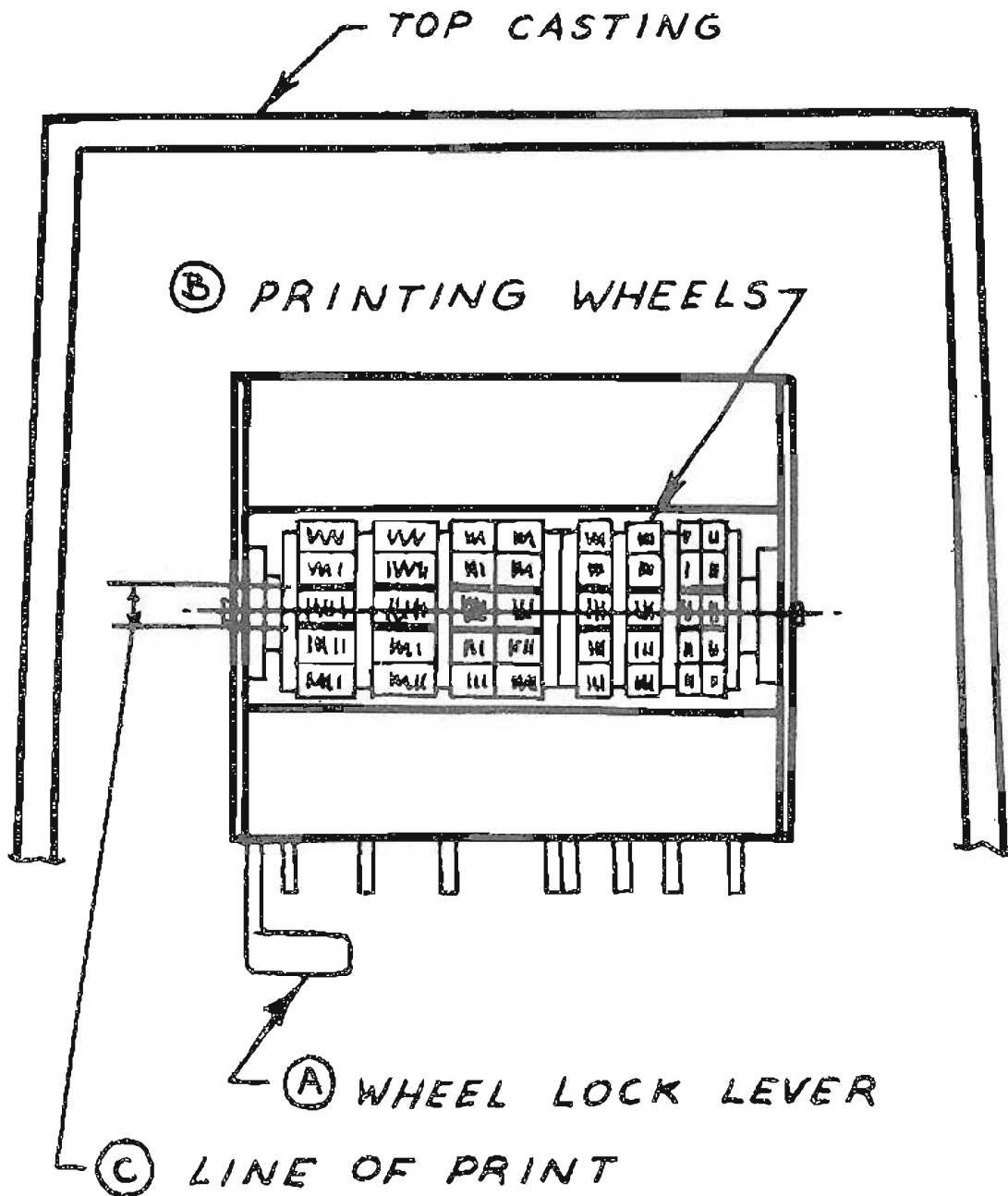
When ordering parts or making any inquiry be sure to give the serial number and the model designation.

NOTE !

Generally, it is wise to disconnect the machine from the wall receptacle whenever the top casting of the machine is going to be opened—(for wheel setting, changing ribbon, etc.). Always remember to reset the wheels to the correct time after such periods.

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INSTRUCTIONS FOR SETTING PRINTING WHEELS

Remove the plug from the wall receptacle. Insert the key in the lock and turn counterclockwise. With the front of the machine facing the operator, open it by lifting up the top casting.

If your machine has a red wheel lock lever (A) located below and to the left of the wheels (B) press it up (or down—this differs with models) and hold it while setting the wheels. Note sketch on opposite page.

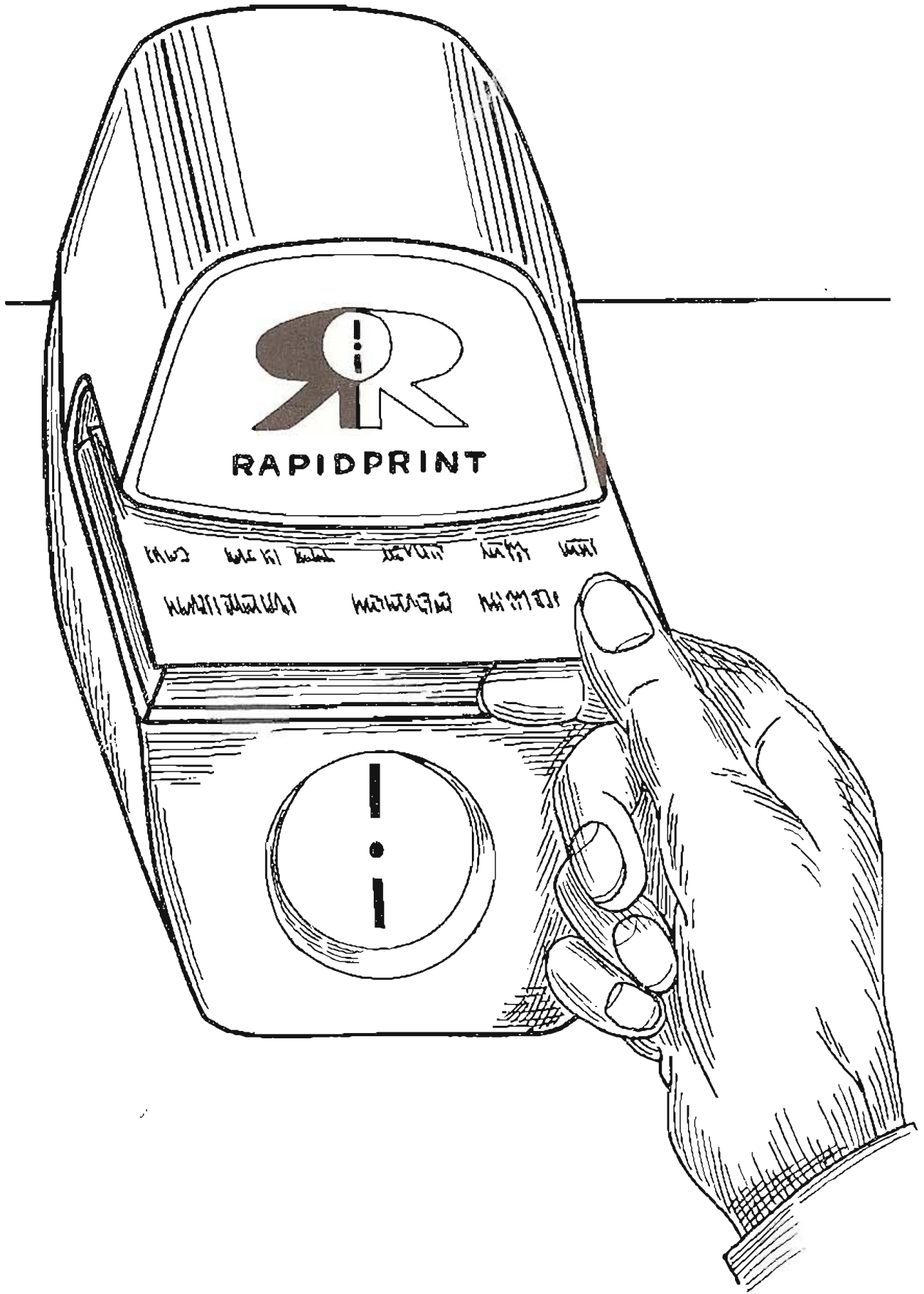
Set the wheels to proper date and/or time and/or number by turning them downward with a pencil or a wooden stylus until they line up with each other as shown in sketch (C).

TIME STAMPS — The wheels operate automatically to the end of the month. Reset the date and month wheels at the first of each month and the year wheel on the first of each year.

DATE STAMPS — (without time) The wheels must be reset daily.

NUMBERING MACHINES — Only the first six wheels operate automatically. Additional wheels must be hand set. If a date section is included the date wheels must be reset daily.

IF YOUR MACHINE IS EQUIPPED WITH A VISIBLE CLOCK, set the hands to the proper time by means of the setting wheel which protrudes from the bottom of the clock base.



HOW TO OBTAIN IMPRESSIONS

Insert the paper in the slot between the top and bottom castings as far as it will go. When the leading edge of the paper engages the trigger the machine will automatically stamp. In order to align the impression with the edge of the paper avoid putting the paper into the machine at an angle.

If the machine is equipped with a touch bar (a bar extending across front of lower casting) insert the paper to the desired position for stamping. The machine will stamp when the touch bar is pressed.

WARNING — DO NOT ATTEMPT TO STAMP anything with paper clips, staples, etc. in the area to be printed. This can cause serious damage to the printing wheels and/or die plates.

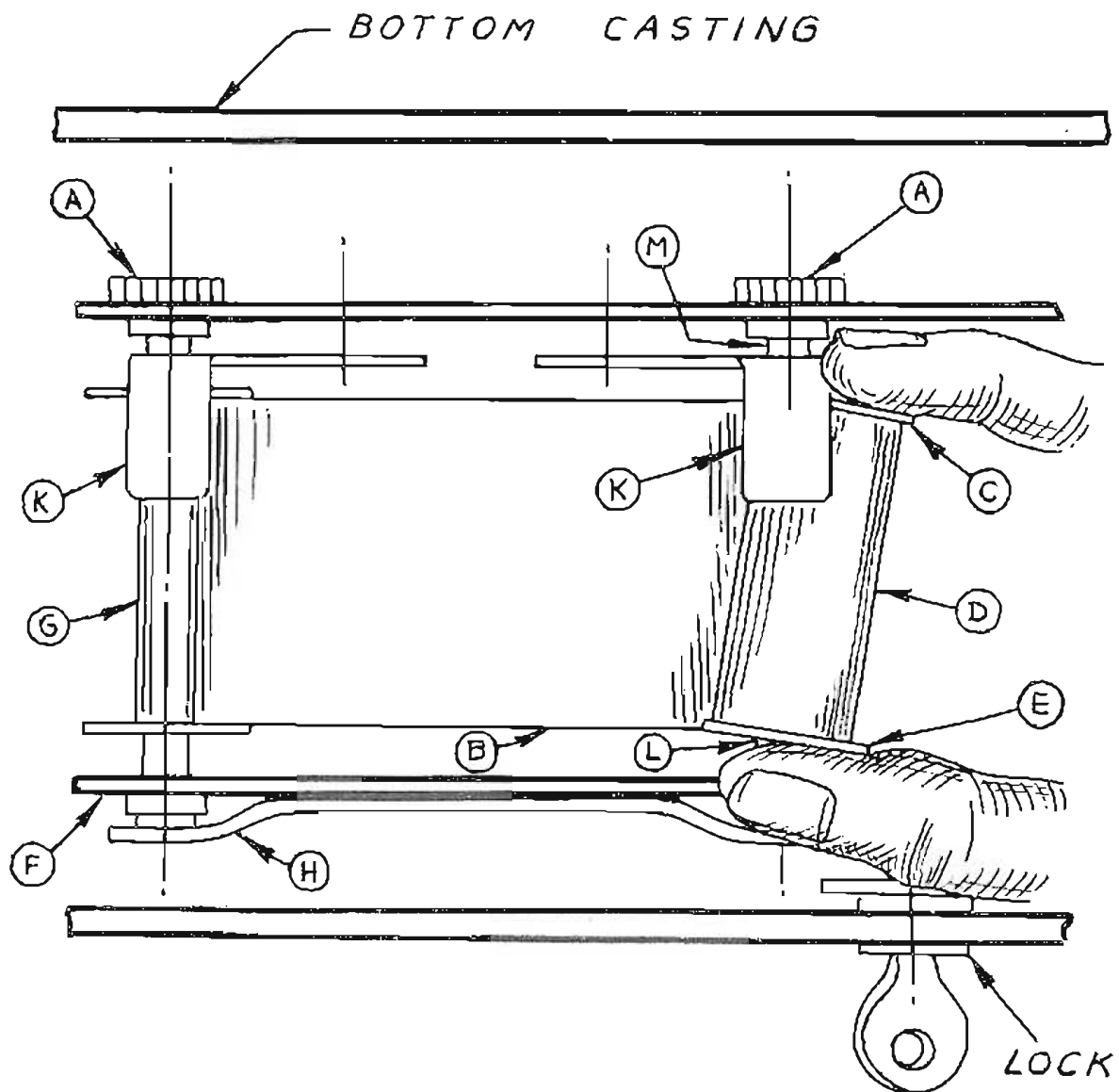


DIAGRAM-RIBBON INSTALLATION

When ordering a new ribbon please refer to the part number — 5650 and give the desired color. Purple is the standard color for ribbons because it gives more legible impressions and longer life. A black ribbon can be had at the same price. Other colors such as green, red and blue are also available.

INSTRUCTIONS FOR THE INSTALLATION OF A NEW RIBBON

The ribbon can be changed without having the operator's fingers touch the ribbon. Always handle the ribbon spools by placing the spool between the thumb and forefinger, touching only the outside of the flanges (or metal discs) on the ends of each spool.

A — TO REMOVE OLD RIBBON

Remove the cord and plug from the wall receptacle.

Unlock the machine and raise the top casting until it is fully open. Turn the machine sideways so that the lock is facing the operator. Turn one of the ratchet wheels (A) (see sketch on opposite page) one revolution to create slack in the ribbon (B). Place the index finger of the right hand behind the flange (C) on the far end of the ribbon spool (D) on the right. (Avoid pressing the leaf spring (H)). Pull the right ribbon spool (D) toward the operator until the flange (E) on the near end touches the frame plate (F); then swing the far end of the spool slowly to the right. As soon as possible, place the thumb of the right hand on the outside of the near flange (E) of the spool and remove the right spool completely. Remove the ribbon spool on the left side (G) by following the same procedure with the left hand. Discard the ribbon and spools.

B — TO PUT IN NEW RIBBON

Unwrap the new ribbon. The spool flanges at one end are black. With the black flanges away from the operator and, holding the spools about 6 inches apart, pass the far edge of the ribbon under the ribbon feelers (K) which ride on top of the ribbon spools when in place. Place the near end of the right spool on shaft (L) and pull toward the operator. Swing the far end of the spool to the left and under ribbon feeler (K) and engage on shaft (M) at the far end. Rotate ratchet wheel (A) until the flats on the shaft engage the flat in the hole of the ribbon spool. Replace left spool in the same manner. Turn either ratchet (A) to take the remaining slack out of the ribbon. While doing this, slightly raise ribbon feeler (K) off the spool which is being turned. This will allow the ribbon to fall between the spool flanges without bunching up at one end. Make sure the ribbon is smooth and flat before closing the machine.

C — RESET WHEELS

Reset the printing wheels (and visible clock) as per the instructions on page 5. Replace cord and plug in wall receptacle.

WARNING — NEVER ATTEMPT TO RE-INK RIBBON.

This will only clog the wheels, cause failure of operation and void the guarantee.

MAINTENANCE HINTS

Very little maintenance is necessary and, generally speaking, the nature of the machine is such that a qualified serviceman should be called in case the machine fails to operate. However, a few hints are given here.

BE SURE that the plug is fully inserted in the wall receptacle.

A PROTECTING SHIELD has been placed over the electrical connections at the back of the machine. If it is necessary to remove this shield to check for loose electrical connections, be sure to first pull the plug from the wall receptacle. Replace the shield before replacing the plug.

LUBRICATE moving metal parts regularly with a high grade business machine lubricant such as "Molykote G." Use only dry graphite on the printing plunger inside the solenoid coil. Avoid getting oil on the ribbon or any non-metallic or electrical part, and do not lubricate excessively. A drop or two is sufficient.

REMEMBER to blow the dust out of your machine occasionally.

NEVER ATTEMPT to re-ink the ribbon.

NEVER ATTEMPT to stamp through metallic objects such as staples and paper clips.

ADDITIONAL RAPIDPRINT MODELS

AR-1	Automatic Time Stamp
C724	Automatic Time, Date and Number Stamp
R580	Automatic Payroll Recorder
AN-1	Automatic Numbering Stamp
ADN-1	Automatic Date and Numbering Stamp
AD-1	Automatic Date Stamp
VAR-1	Vertical Print, Automatic Time Stamp
VR-1	Cost and Attendance Recorder
VAN-1	Vertical Print, Automatic Numbering Stamp
VAD-1	Vertical Print, Automatic Date Stamp
BR	Auxiliary Punched Tape Programmer (Bell Ringer)
C650	Deluxe Automatic Check Signer
SSD	Service Stamp with Dater
SS	Service Stamp

The above models constitute only a partial list of Rapidprint machines designed to meet your marking needs.

Do you have a special marking problem?

If you submit the problem in detail we can often adapt a machine to your particular application.