

ALMEX

How to operate your Almex Model E

E

ALMEX

Your Almex Model E is a precision machine. To make the best use of your Model E, please make sure that you are really familiar with its functions before you start to use it. This booklet will serve as your guide.

Good luck!

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The lock (A)

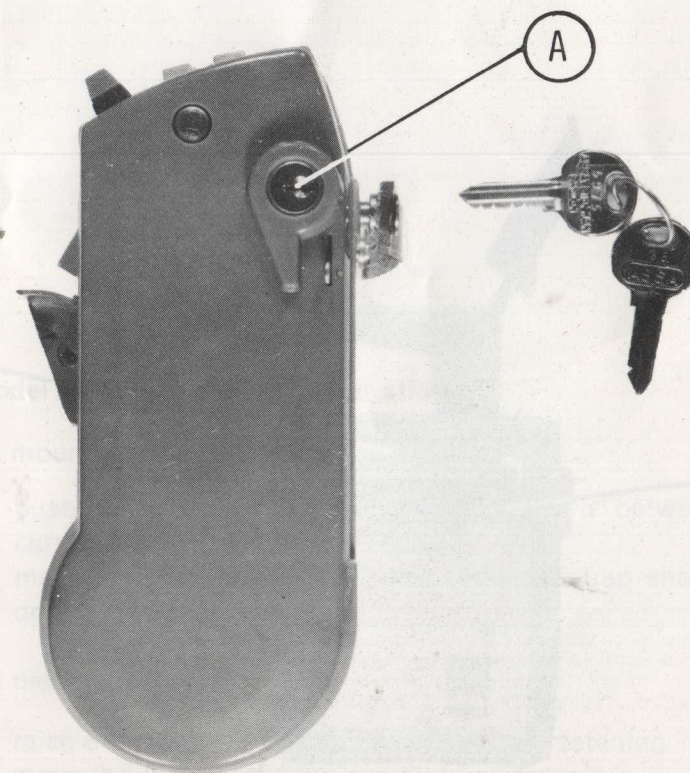
When your Model E is locked

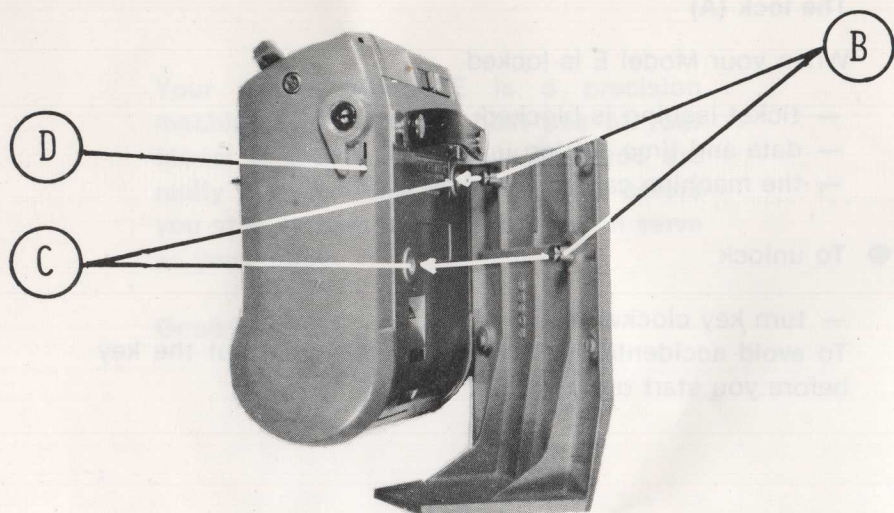
- ticket issuing is blocked
- data and time setting is blocked
- the machine cannot be taken off its stand

● To unlock

- turn key clockwise.

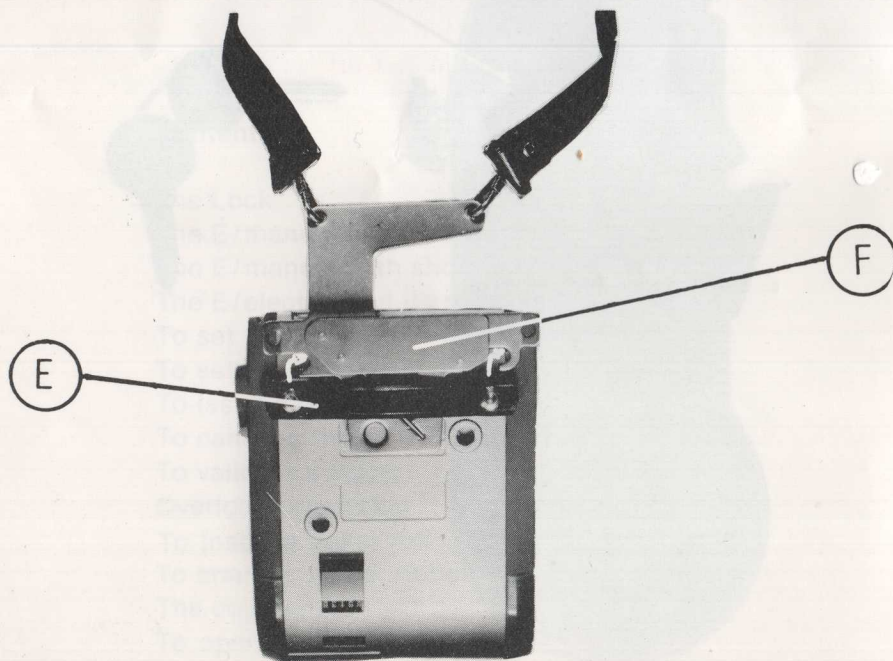
To avoid accidental locking "en route", take out the key before you start operation.





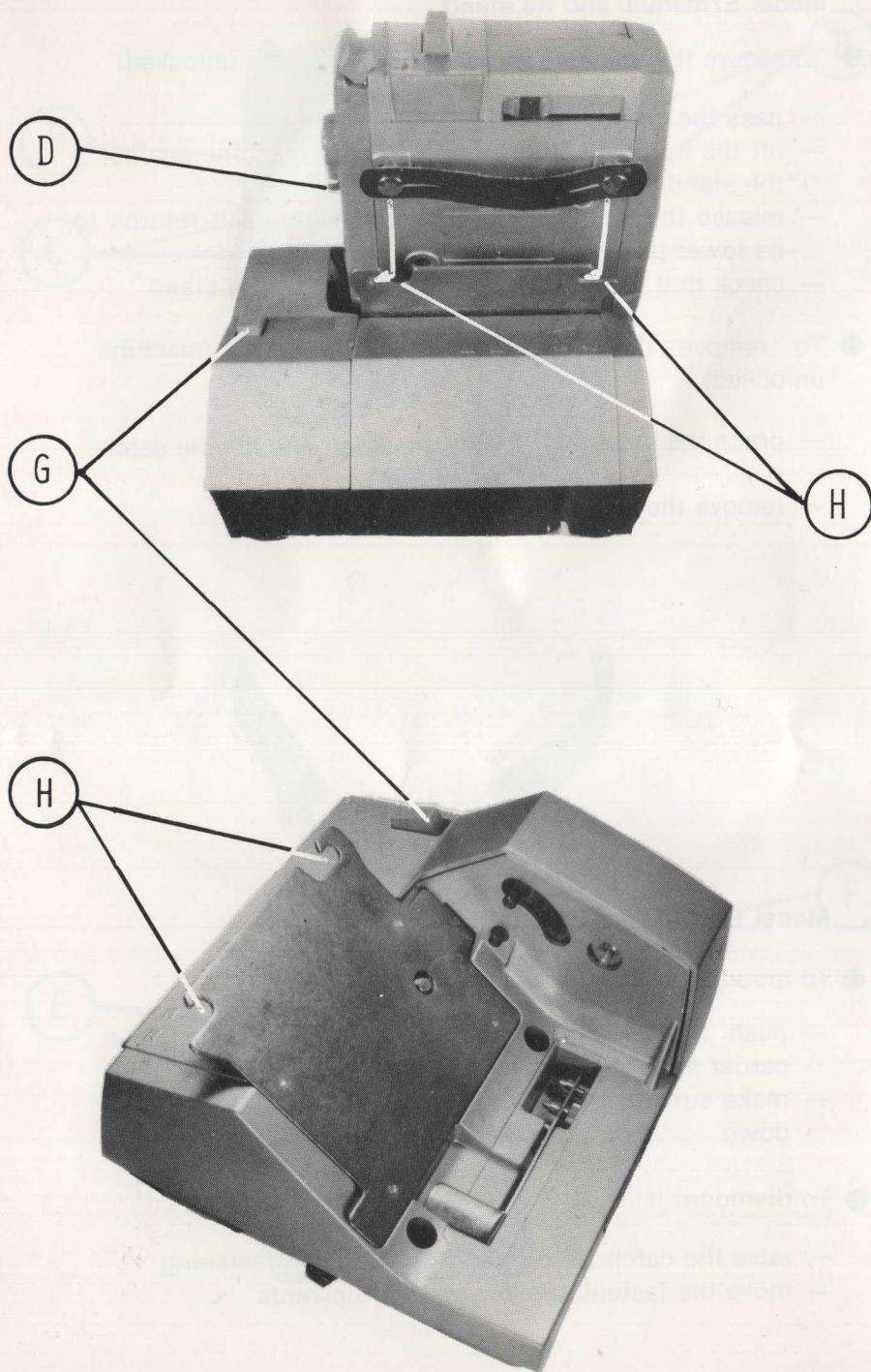
Model E/manual and its stand

- To secure the machine on the stand (machine unlocked)
 - pass the stand pins (B) into the holes (C)
 - lift the stand catch (D) and press the machine against the stand
 - release the stand catch (D) and make sure it returns to its lower position
 - check that the machine is held firmly by the stand
- To remove the machine from the stand (machine unlocked)
 - press the machine against the stand and lift the catch (D)
 - remove the machine



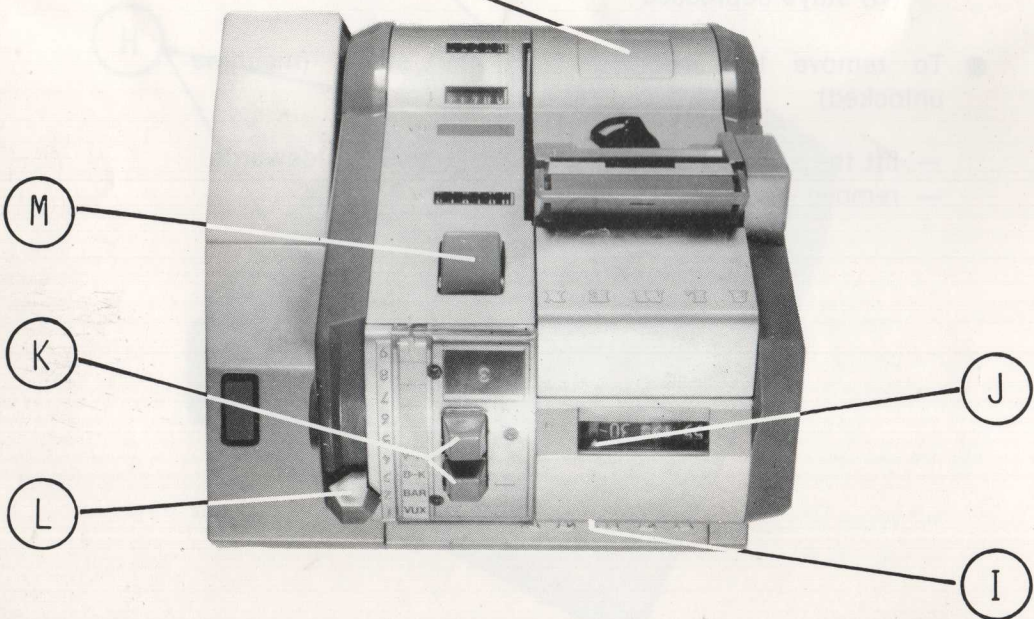
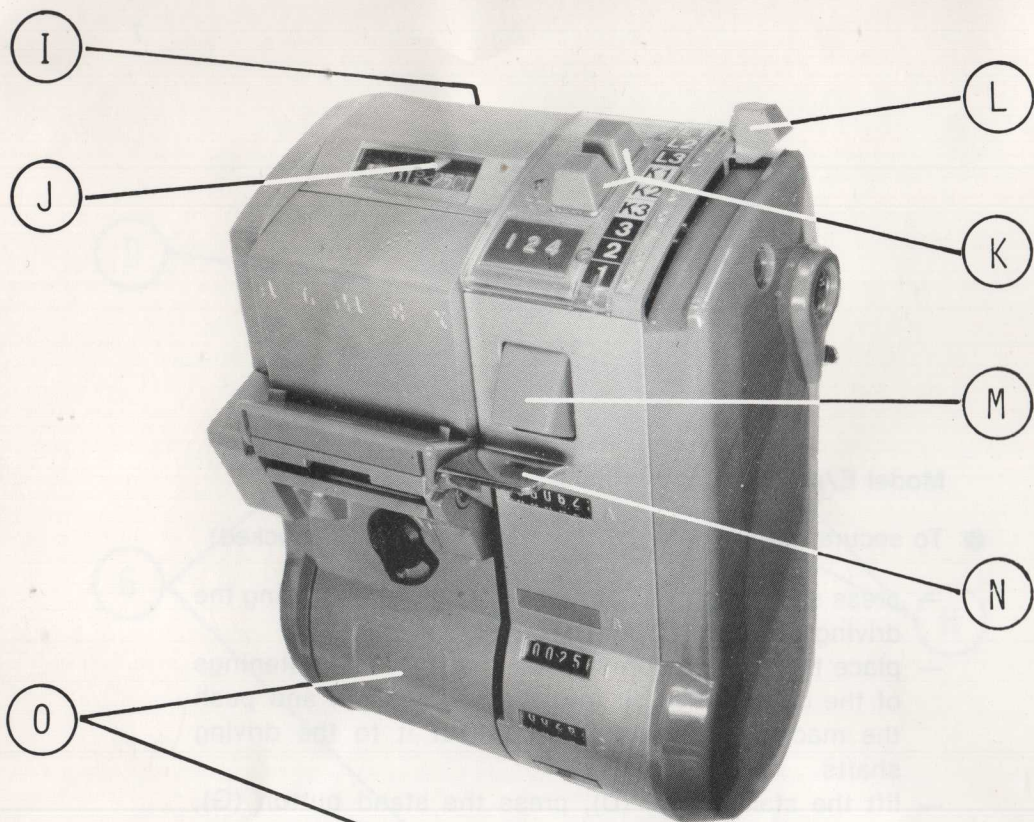
Model E/manual with shoulder strap

- To mount it
 - push the shoulder strap fastenings down between carrier strap (E) and rear cover
 - make sure the catch (F) of the shoulder strap snaps down
- To dismount it
 - raise the catch (F) of the shoulder strap fastening
 - move the fastening sideways and upwards



Model E/electric and its stand

- To secure the machine on the stand (machine unlocked)
 - press stand button (G) at least one second to bring the driving device to its starting position
 - place the machine on the stand so that the fastenings of the carrier strap fit into the notches (H) and push the machine sideways to connect it to the driving shafts
 - lift the stand catch (D), press the stand button (G), release the catch (D) and make sure the stand button (G) stays depressed
- To remove the machine from the stand (machine unlocked)
 - lift the stand catch (D), push the machine sideways
 - remove it



● **To set the date row**
(machine unlocked)

- move the slide (I) so that the pointer (J) points to the wheel to be reset
- press the + or — stepping key (K)

● **To set the fare row**

- set the lever (L) so that its pointer points to the desired fare

Your Model E may be equipped with a tabulator bar which means that the lever (L) has stops for the most common fares. To bypass a stop, push the lever away from the fare scale.

● **To issue a ticket**

On your Model E/manual (machine unlocked)

- press the start button (M) and the operating lever (N) down to its bottom position
- release the operating lever and let it return to neutral

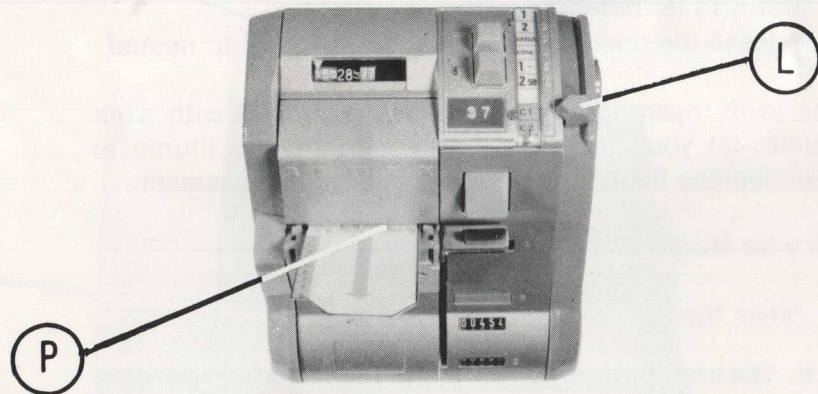
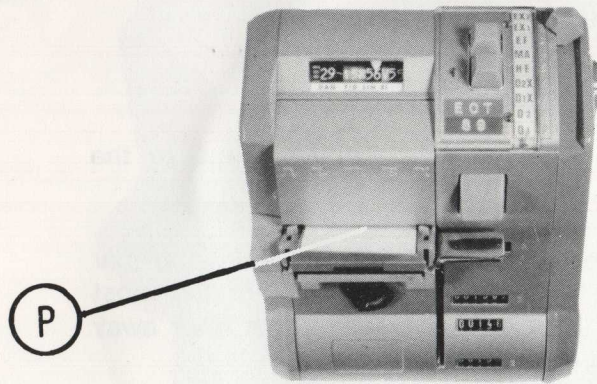
For swift operation: press the start button with your thumb, let your hand fall down, allowing the thumb to thus depress the operating lever, all in one movement.

On your Model E/electric (machine unlocked)

- press the start button (M)

N.B. The start button (M) on the E/manual and E/electric cannot be depressed if

- the setting lever (L) or indicator wheels are in an intermediate position
- the ticket roll is used up or torn
- the ticket magazine (O) is not locked
- the machine is locked



● To cancel tickets

On machines equipped with cancelling device (e.g. to print date row only on transfer tickets)

- insert ticket in aperture (P)
- operate us usual

N.B. As no fare is printed the position of the fare lever is of no importance.

● To validate tickets

On machines equipped with validating device

- set the fare lever (L) in a validation position
- insert ticket in aperture (P) and operate us usual. The ticket (season ticket, multi-journey ticket, etc) will be printed with the same date as ordinary tickets. A blank ticket is issued at the same time.

N.B. When the fare lever is in a validation position, printing of ordinary tickets is blocked.

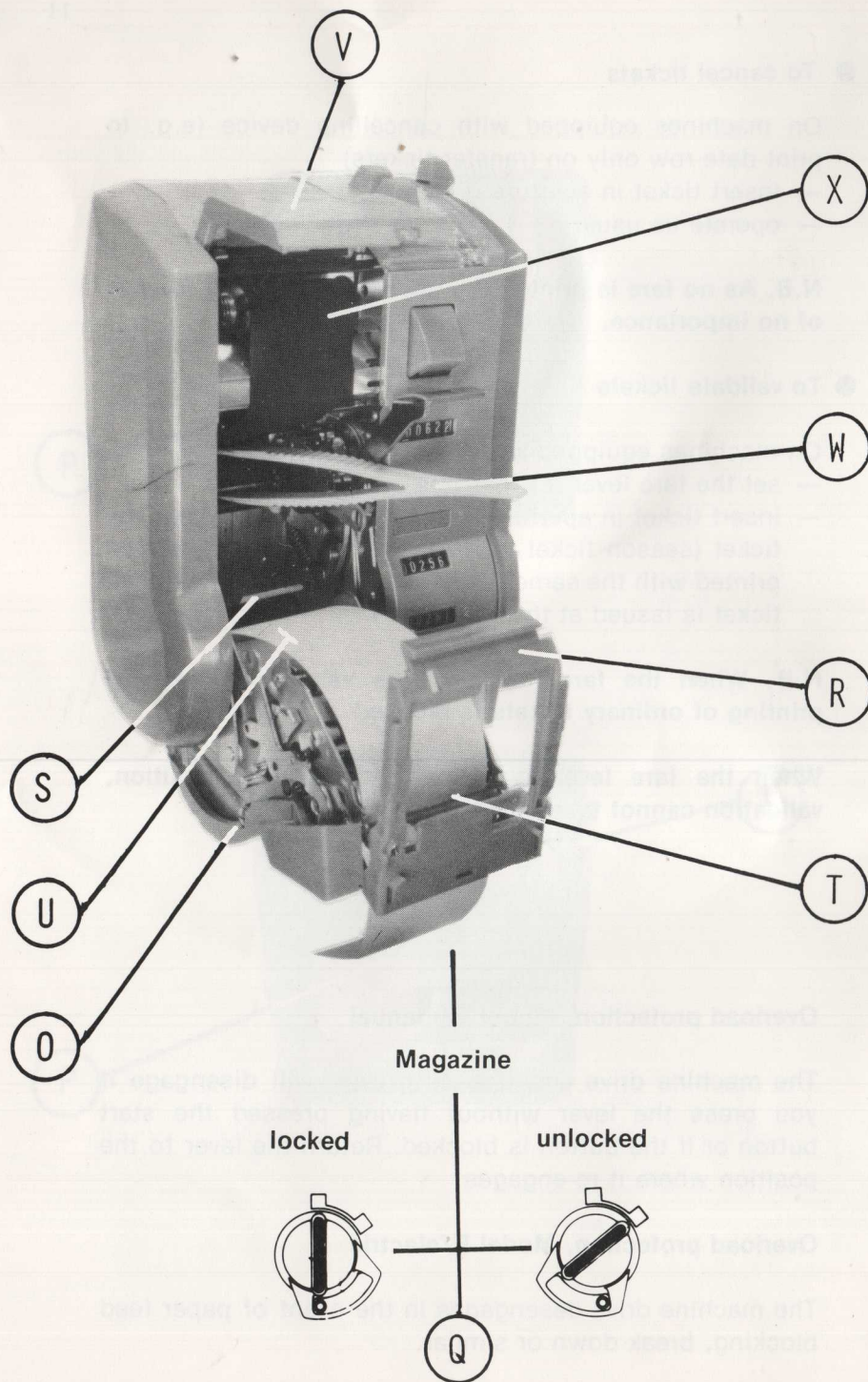
When the fare lever is in a ticket issuing position, validation cannot take place.

Overload protection, Model E/manual

The machine drive and operating lever will disengage if you press the lever without having pressed the start button or if the button is blocked. Return the lever to the position where it re-engages.

Overload protection, Model E/electric

The machine drive desengages in the event of paper feed blocking, break down or similar.



● To insert a ticket roll

The operating mechanism must be in neutral position.

- turn ticket magazine lock-knob (Q) clockwise and open the magazine

N.B. Do not use force on the knob — if it does not turn easily, check again that operating mechanism is in neutral position.

- swing up the paper guide (R)
- remove any remaining ticket roll
- knock the sides of the new roll slightly against a plane surface, if necessary cut the end of the paper at an angle for easy insertion through the cutter
- push back the leaf spring (S) and place new ticket roll in the magazine, outside of paper upwards
- pull the leaf spring (S) and place the new ticket roll in the magazine, outside of paper upwards
- pull the paper through the cutter (T) and see that it is taut
- swing back the paper guide (R), close and lock the magazine

N.B. Close the magazine carefully so that the paper is not punched by the end-of-roll sensor (U) which would block the machine.

- tear off the paper that protrudes through the cutter

● To change the ink ribbon

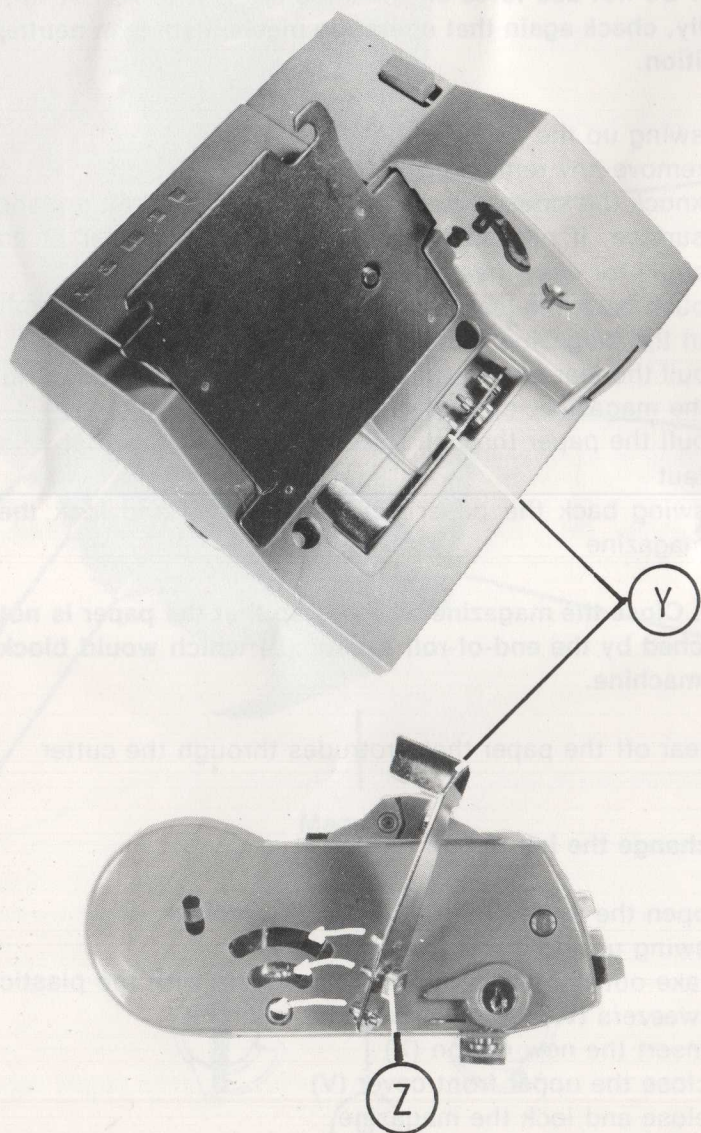
- open the magazine (O)
- swing up the upper front cover (V)
- take out the old ribbon and its spools with the plastic tweezers (W) supplied with the machine
- insert the new ribbon (X)
- close the upper front cover (V)
- close and lock the magazine

The counters

Counters 1—9 correspond to positions 1—9 for the fare lever and count the numbers of tickets issued and validated.

Counter A counts all issuing and validation operations and is the totalizer for counters 1—9.

Cancellations are counted only by counter B, which also counts all other operations. You get the number of cancellations by subtracting the A-counter total from the B-counter total.



● To operate your Model E/electric manually

- remove the machine from the stand
- secure the emergency lever (Y) with the fastening screw (Z)
- place the machine on the stand without pushing side-wards
- operate the machine as Model E/manual (p 9)