LINASEC JUSTAPE

OPERATING INSTRUCTIONS

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INTRODUCTION

The following instructions are written for the perforator operator and/or the monitor of the Justape Unit. The Linasec Justape automatically converts simple unjustified input tape into perforated tape justified to any line measure for any type face at a rate of approximately 6000 standard newspaper lines per hour. In its basic form it does not provide for hyphenated line endings. It ends lines between words and accomplishes justification using spacebands, spacebands plus fixed spacing or letter-spacing, as required. It can be expanded to automatically hyphenate in order to suppress letter-spacing; or set-up for manual hyphenation to provide the ultimate quality in typographic fitting.

The Justape will provide tape to operate Linotypes or Linofilm Quick, with or without quadders. It provides for left margin, both margin or hanging identation and it automatically calculates the leaders or blank quads required for flush left-flush right lines. It is switch ready to eliminate spacebands in the operation of Comets and Elektrons.

The Justape completely eliminates the need for making end-of-line decisions in the keyboard operation. Its unique Keyboard Shorthand, the Justape substantially reduces keystrokes, reduces operator "think" time and simplifies training -- most importantly by virtually eliminating the "shift" and "unshift" functions which are so difficult for operators to master and which require so many keystrokes.

The Word-Cancel correction feature makes it unnecessary for operators to correct by backing up the tape and "rubbing-out". It makes it unnecessary for operators to learn to read the TTS tape codes.

The Justape with Keyboard Shorthand, therefore, provides for the simplest form of input tape and the highest potential productivity. No...end-of-line decisions, one stroke Word Delete and elimination of "shift" and "unshift", together offer a potential operator time reduction of over 50 per cent.



I. OPERATING INSTRUCTIONS

The front panel of the Justape contains the following:

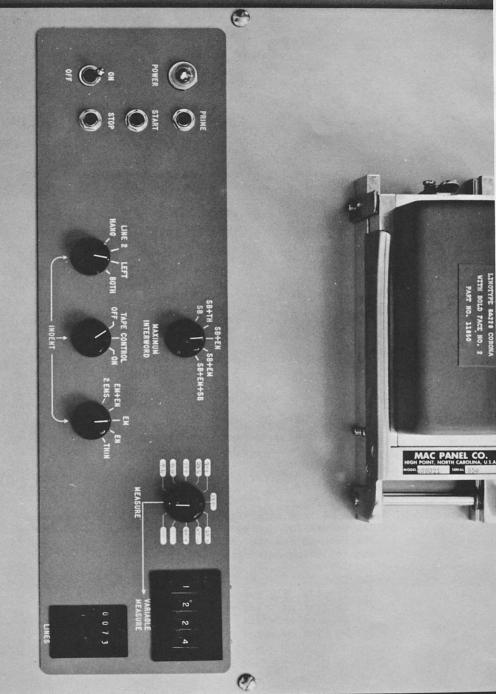
- 1. Width Plug Holder
- 2. Main Control Panel
 - (a) Pre-wired and variable line length selector
 - (b) Resettable line counter
 - (c) Maximum permissible interword selector
 - (d) Three indentation control knobs
 - (e) Prime, Start and Stop tape control buttons
 - (f) Master ON-OFF switch and indicator light
- 3. Tape Reader
- 4. Fuses and Fuse Lights

The following procedure should be followed for proper Justape operation:

- A. Insert Width Plug for desired type face into the Width Plug holder. Make sure the holder is latched.
- B. Reset line counter, if a line count is wanted.
- C. Select desired line length. 11 positions are provided for pre-wired measures. The bottom knob position activates the variable line length controls, on which any measure may be set. The attached chart provides variable control settings for all non pre-set line lengths.
- D. Set the maximum interword space desired on a particular job before the Justape is allowed to use letterspacing. The knob at the top center of the control panel provides the following settings:
 - (a) SB
 - (b) SB plus thin space
 - (c) SB plus en space Recommended
 - (d) SB plus em space
 - (e) SB plus em space plus SB

< Justape >

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E. The Master Indent Control is the center knob of the bottom three knobs. In the TAPE CONTROL position, paragraphs on the input tape preceded by a Thin Space Code will be indented in the style and for the value set on the other indent control knobs. The Thin Space Code at the beginning of a paragraph is merely a signal to the Justape to indent the following paragraph in accordance to the indent knobs. The Thin Space Code is not punched in the output tape in this case, as it only acted as an indent programming code.

Thin Space Codes may be used on the input tape as normal codes and will be punched in the output tape.

In the ON position of the Master Indent Control knob an entire tape is indented in the style and for the value set on the other indent control knobs.

The Right Hand Indent Control Knob is used for setting the value of the indent. It has the following settings:

- (a) 2 Ems
- (b) Em plus En
- (c) Em
- (d) En
- (e) Thin (Minimum one thin and maximum 2 ems)

The Left Hand Indent Control Knob is used for setting the style of the indent, which may be as follows:

- (a) Hang--Where the first line is full and all other lines in the paragraph are indented.
- (b) Line 2--Where only the second line in the paragraph is indented.
- (c) Left--Left margin indentation only.
- (d) Both--Both margin indentation.
- F. The master ON-OFF switch is located at the lower left of the control panel. A light, showing whether the Justape is ON or OFF, is located directly above it.
- G. Three red pushbuttons, PRIME, START and STOP, are provided for commencing tape processing, starting or stopping a tape being processed. Processing should always be commenced with PRIME.

H. Tape should be placed in the reader so that it will feed from right to left (facing the Justape) and the zero code should be away from the operator, nearest the Justape cabinet.

Justapes are supplied with either Digitronics or Photocircuits readers. These readers are interchangeable but the following differences in operating procedures should be noted.

- (a) Digitronics readers have a LOAD-RUN switch which should be in the LOAD position when loading tape and switched to RUN position when ready to process.
- (b) Photocircuits readers should always be left with the reading head open when tape is not being processed to avoid deformation of the rubber surface of the driving capstan.

REAR PANEL CONTROLS

All but three of these controls are for test purposes, and except for these all should be in their OPERATE position when tape is being processed.

- I. AUTO QUADDERS--If your linecasting machines are equipped with automatic quadders, this switch should be in the WITH position. In the WITHOUT position, the Justape will punch codes for the filling out of the line.
- J. WORD CARRYOVER--When the word carryover feature is ON any last word which could fit into a line will be carried over to the next line providing its removal will not cause the Justape to use more than spaceband expansion to justify the line without it. Word carryover reduces the amount of letterspacing and evens out the spacing in type columns. However, its use does produce some small growth in the number of lines required for a given text.
- K. SPACEBAND ELIMINATION--When this feature is ON the Justape output tape will provide lines that are fully justified with variable fixed spaces, thereby eliminating spacebands. NOTE: Linotypes to operate in this mode must have extra fixed spaces in the proper channels and be equipped with automatic quadders.

II. KEYBOARDING FOR JUSTAPE

Tape should be punched containing normal, start of paragraph indentation, words, spacebands and punctuation. At the end of each paragraph a <u>Quad Left</u> and a <u>Return Code</u> is punched as the end-of-paragraph designation.

Bold Face Paragraphs: A single upper rail code at the beginning of a paragraph will cause all lines in the paragraph to be set in bold face. Once the Justape has read an upper rail code on the input tape it will perforate an upper rail code at the start of each line to the end of the paragraph (unless a lower rail is punched in the input tape). If several consecutive paragraphs are to be set bold face, the upper rail code must be put at the start of each of the paragraphs.

Indented Paragraphs: Where a single paragraph is to be both margin, left margin or hanging indented, a thin space code should be put at its start. When this tape is processed, the Indent Control must be in the TAPE CONTROL position and the other two indent controls set for the style and amount of indentation wanted.

Flush Left-Flush Right Lines: Where one part of a line is to be set flush left and the other part flush right, strike a vertical rule code at the point of division and end the line with a quad left and a return code. V/R, in the lower rail position, will fill the line, at this point, with blank quads and spacebands. V/R, in the upper rail position, will fill the line with leaders.

Flush Left-Centered-Flush Right Lines: Some lines contain three portions of text that are to be spaced out with the first portion flush left, the third portion flush right and the second portion centered in the space remaining between the first and the third. These are keyboarded with V/R codes between the first and the second and between the second and third portions of text and ended with a quad left and a return. The two V/R codes will produce equal sections of blank space (in the lower rail position) or leaders (in the upper rail position) at these two points to fill the line out.

Quadded Lines: Quad left, quad right or quad center lines are produced by striking the appropriate quad code at the end of the line, followed in each instance by a return code. If there is too much text to fit into a single line that part of the text that will fit will form a justified line. The remainder will be made into a second line which will be quadded in accordance with the quad code used.

As the basic Justape does not hyphenate words, the best appearing composition occurs when there are as many spacebands as possible within a line. It is recommended that an En space + spaceband be used as the normal start paragraph indent rather than the conventional Em space. Also, it is suggested that spacebands be placed on either side of hyphens in compound words, and around Em dashes in the text.

The Justape will recognize the paper feed code (02) as a possible hyphen and will convert it into a true hyphen if it falls at a useful line ending point. The paper feed code will otherwise be ignored. It is useful to utilize the "conditional" hyphen when two or more long words commence a paragraph, placing "conditional" hyphens at points where the words could be divided (at one point per word). The "conditional" hyphen will be found useful in stories containing long lists of proper names.

KEYBOARD SHORTHANDO

Justape Keyboard shorthand reduces to an absolute minimum the requirement to shift and unshift by providing a <u>Capitalizing Space</u>. A return code, not preceded by a quad code, will be converted by the Justape into a spaceband plus a shift code. The first <u>Alpha Character</u> following this shift code will automatically have an unshift code placed after it. This is a tremendous time saver in normal composition and is even more important in copy containing long lists of names.

For example:

INPUT * (RET) jones, (RET) smith

OUTPUT * (SB) (Shift) J (unshift) ones, (SB) (Shift) S (unshift) mith

 $\underline{\text{NOTE}}\colon$ The return is used INSTEAD of a spaceband. The Justape converts it to a spaceband and capitalizes the NEXT ALPHA character.

CANCEL WORD

In the conventional TTS perforation, corrections are made by the operator turning the punched tape back to the erroneous character, the TTS code for which must be recognized, and then overpunching all channels ("rubbing-out") for that character position and all following characters that have been punched. Then the correction is keyboarded. To eliminate this cumbersome feature of conventional perforation, the Justape is provided with a Cancel Word Code (the EL code). When an error is "sensed", the operator merely strikes the elevate code and re-keyboards the word. In processing, the Justape recognizes the elevate code and deletes it and all other codes back to the previous spaceband; for example:

INPUT * (SB)psyko(elevate)psychoanalysis(SB)

OUTPUT * (SB)psychoanalysis(SB)

Cancel word code may not be used to eradicate a Keyboard Shorthand "magic" word; or it may not be used twice in succession without an intervening spaceband.

GENERAL DATA

COMPATIBILITY

Conventional perforation of Shift and Unshift codes around a letter to be capitalized will produce the proper output tape coding with no conflict whatever.

Similarly, corrections may be effected by "rubbing-out" rather than by use of the Cancel Word feature. There is no conflict here either.

ENVIRONMENT

The photodiode reading head of the reader should be cleaned of dust once or twice weekly. If the Justape location is unusually dusty, cleaning should be done once a shift. Normal composing room temperatures should not affect the Justape. However, for longest trouble-free operation it is recommended that it be operated at room temperatures not exceeding 85 degrees F. - in short, shirt sleeve environment.

It is suggested that the Justape be allowed $10\ \mathrm{minutes}$ to warm-up prior to tape processing.

POWER REQUIREMENT

The Justape operates from a 3-prong (grounded) 115 volt, 60 cycle alternating current outlet. 15 amps availability is more than adequate. The Justape contains its own regulating transformer which will compensate for any reasonable voltage changes.

JUSTAPE LINE LENGTHS

VARIABLE MEASURE SETTINGS

DDTCTT	MEASURES	A	В		0		D		H		F		9		H		I		J.		K				>							ENO211		
VARIABLE MEASURE SETTINGS		11	29	163	257	353	447	543	637	733	1027	1123	1217	1313	1407	1503	1577	1673	1767	2063	2157	2253	2347	2443	2537	2633	2727	3023	3117	3213	3307	3403		
		10	62	156	252	346	442	536	632	726	1022	1116	1212	1306	1402	1476	1572	1666	1762	2056	2152	2246	2342	2436	2532	2626	2722	3016	3112	3206	3302	3376		
		6	55	151	245	341	435	531	625	721	1015	1111	1205	1301	1375	1471	1565	1991	1755	2051	2145	2241	2335	2431	2525	2621	2715	3011	3105	3201	3275	3371		
		80	50	144	240	334	430	524	620	714	1010	1104	1200	1274	1370	1464	1560	1654	1750	2044	2140	2234	2330	2424	2520	2614	2710	3004	3100	3174	3270	3364		
		7	43	137	233	327	423	517	613	707	1003	1077	1173	1267	1363	1457	1553	1647	1743	2037	2133	2227	2323	2417	2513	2607	2703	2777	3073	3167	3263	3357		
	POINTS	9	36	132	226	322	416	512	909	702	176	1072	1166	1262	1356	1452	1546	1642	1736	2032	2126	2222	2316	2412	2506	2602	2676	2772	3066	3162	3256	3352		
		2	31	125	221	315	411	505	109	675	771	1065	1161	1255	1351	1445	1541	1635	1731	2025	2121	2215	2311	2405	2501	2575	2671	2765	3061	3155	3251	3345		
		4	24	120	214	310	404	200	574	049	164	1060	1154	1250	1344	1440	1534	1630	1724	2020	2114	2210	2304	2400	2474	2570	7997	2760	3054	3150	3244	3340		
		3	17	113	207	303	377	473	267	663	757	1053	1147	1243	1337	1433	1527	1623	1717	2013	2107	2203	2277	2373	2467	2563	2657	2753	3047	3143	3237	3333		
		2	12	106	202	276	372	995	562	929	752	1046	1142	1236	1332	1426	1522	1616	1712	2006	2102	2176	2272	2366	24.62	2556	2652	2746	3042	3136	3232	3326		
		1	10	101	175	271	365	461	555	651	745	1041	1135	1231	1325	1421	1515	1611	1705	2001	2075	2171	2265	2361	2455	2551	2645	2741	3035	3131	3225	3321		
		0		74	170	797	360	454	550	749	740	1034	1130	1224	1320	1414	1510	1604	1700	1774	2070	2164	2260	2354	2450	2544	2640	2734	3030	3124	3220	3314	3410	
	PICAS		C) _[2	c	4	. 70	9	7	00	6	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	