G. P. WIGGINTON.

INDEX SYSTEM.

APPLICATION FILED OCT. 5, 1912.

1,070,566.

Patented Aug. 19, 1913.

2 SHEETS—SHEET 1.

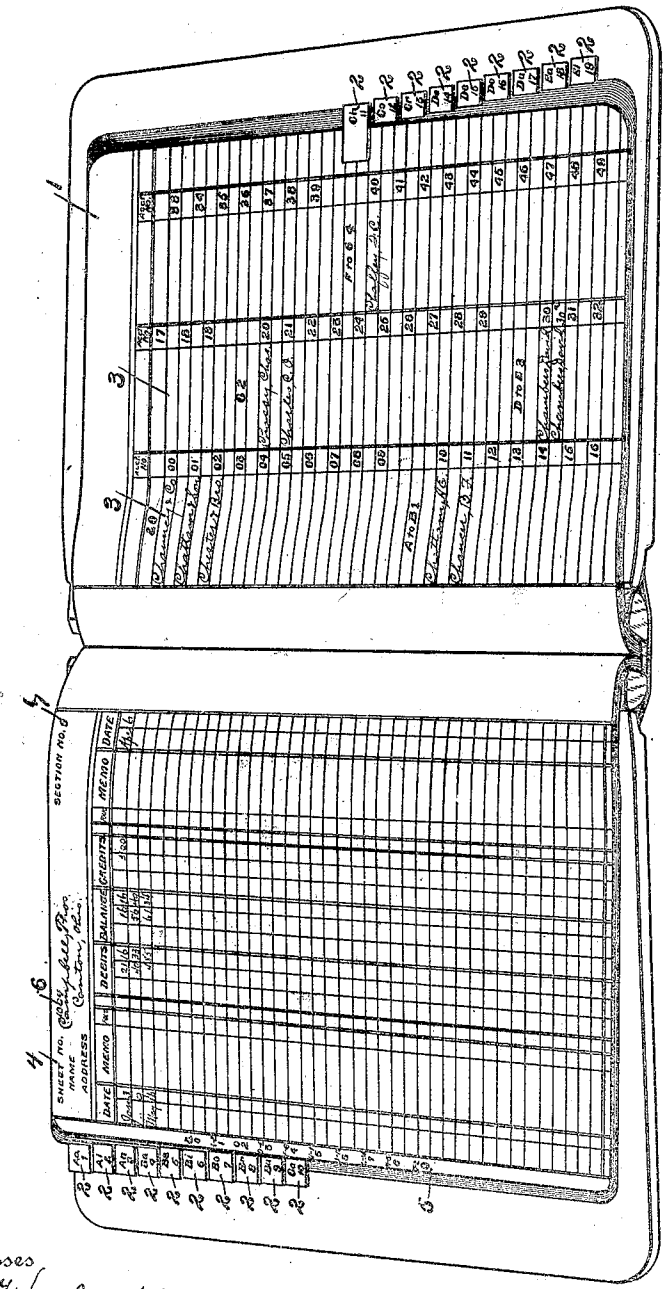


Fig. 1.

Witnesses

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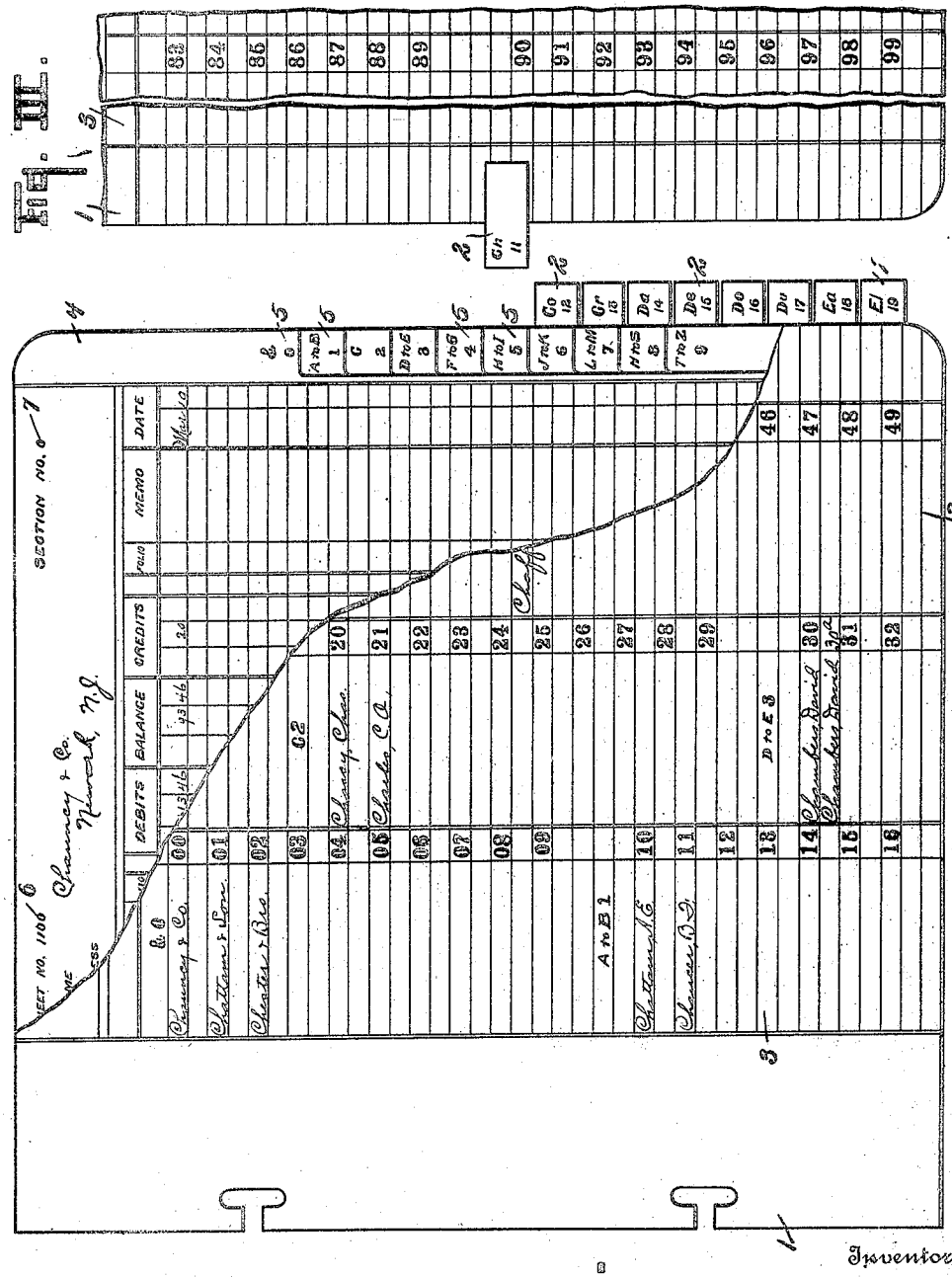
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UNITED STATES PATENT OFFICE.

GEORGE P. WIGGINTON, OF KALAMAZOO, MICHIGAN.

INDEX SYSTEM.

1,070,566. Specification of Letters Patent. Patented Aug. 19, 1913.

Application filed October 5, 1912. Serial No. 724,010.

To all whom it may concern:

Be it known that I, GEORGE P. WIGGINTON, a citizen of the United States, residing at the city of Kalamazoo, county of Kalamazoo, State of Michigan, have invented certain new and useful Improvements in Index Systems, of which the following is a specification.

This invention relates to improvements in index systems.

My improved index system is especially designed and adapted by me for use in connection with loose-leaf devices, card systems, and cabinet filing indexes.

I have illustrated and described my improvements herein as embodied in and adapted to a loose-leaf ledger.

The main objects of my invention are,—first, to provide improvements in index systems enabling very rapid reference. Second, to provide an improved index system in which the names may be arranged in alphabetical order as to surnames and Christian or firm name, and at the same time, one which will give a numerical index without duplicating the members so that each indexed sheet or member has an unduplicated identifying member. Third, to provide an improved index system by which the page and position of each indexed sheet or member in the indexed element is indicated.

Further objects, and objects relating to structural details, will definitely appear from the detailed description to follow.

I accomplish the objects of my invention by the devices and means described in the following specification.

The invention is clearly defined and pointed out in the claims.

A structure which is a preferred embodiment of my invention is clearly illustrated in the accompanying drawing, forming a part of this specification, in which:

Figure I is a perspective view of a loose leaf ledger embodying the features of my invention, the ledger being shown open. Fig. II is a detail plan view of the sheets shown at the right in Fig. I, the top index sheet or member broken away to partially disclose its indexed element below. Fig. III is a detail rear view of the master index sheet or member 1.

In the drawing, similar reference numerals refer to similar parts throughout the several views.

In the structure illustrated in the accompanying drawing, a loose-leaf binder is shown. The style of binder, however, is immaterial and my improvements are equally well adapted to card systems and filing cabinet indexes.

In the use of the term "sheet" herein, I contemplate sheets as commonly designated and also cards, folders, or other suitable devices adapted for index and record purposes.

My improved index system comprises index sheets or members 1 having surname indicia tabs 2 thereon characterized by alphabetical surname indicia and numerals, the numerals being preferably consecutive. For convenience in illustration, the structure shown is provided with only 19 of the index members, the alphabetical surname subdivisions beginning with Aa and extending to El. It will be understood that in practice, the entire alphabet is subdivided in a suitable manner to provide a complete surname index. The number of the surname subdivisions may, of course, be developed to the extent desired.

The index sheets or members 1 are provided with name columns ruled into name spaces 3 having consecutive numerals associated therewith. In the structure illustrated every alternate name space is provided with a numeral. The purpose of this alternate arrangement of the name space numerals will appear later. The index sheets 1 of the embodiment illustrated are provided with name spaces on both sides, the name space numerals running from 00 to 99. For convenience, the tabs 2 are provided with the surname indicia and characterizing numerals on both sides, as is clearly shown in the drawing. The name spaces are divided into sections or subdivisions by alphabetical Christian or firm name indicia and I preferably associate with such alphabetical or firm name indicia, section indicating numerals 0 to 9. These section indicating numerals are, however, not essential as the name space numerals also indicate sections, particularly where the name space sections are grouped or divided by tens as in the embodiment illustrated. That is, the first Christian or surname subdivision "&" embraces the name space numerals 00 to 09; the second, "A to B", embraces the name space numerals 10 to 19; the third, "C", embraces the name space numerals 20 to 29, so that it will be readily understood that the Christian or firm name subdivision "&" is

the 00 section; "A to B", the first section; "C", the second section; "D to E", the third, and so on.

Associated with each index member is an indexed element comprising a plurality of sheets 4, the sheets shown being ledger sheets. The sheets 4 are provided with stepped index tabs 5 characterized by alphabetical Christian or firm name indicia corresponding to the Christian or firm name indicia of the index member 1. I preferably also associate with the firm or Christian name indicia of the indexed element, section indicia corresponding to the section indicia of the index member. The index sheets or members 1 extend to the edges of the sheets of the indexed element so that the tabs 5 thereof are covered by the index sheet of the element when it is closed thereon, the surname indicia tabs being spaced as shown, so as to be visible. On their rear sides, the indexed sheets 4 are provided with the firm or Christian name indicia corresponding to and alined with the Christian or firm name indicia of the tabs on both sides of the indexed element. The indexed member is indicated by combining the numeral of an index member tab with a name space numeral, and its position in the indexed element is designated by the Christian or firm name and section indicia of the index member, and the Christian or firm name and section indicia tabs of the indexed element. For example,—the name Chauncy & Co. would be placed on the sheet or index member characterized by the alphabetical surname indicia "Ch," which is further characterized by the numeral 11, it being the 11th of the surname subdivisions in the embodiment of my invention illustrated. The position of the name Chauncy & Co. on the index sheet is determined by the Christian or firm name subdivisions thereof, "&" being the first Christian name subdivision. Assuming Chauncy & Co. to be the first name entered in that subdivision, it would be placed in the 00 name space. By combining the surname indicia numeral 11 with the name space numeral 00, the account is determined to be 1100. This account is placed on the sheet of the indexed element having the surname indicia "&" thereon, and the sheet given the number 1100, as at 6. The sheets are also preferably provided with a space for entering the section number as shown at 7 although this is not an essential.

To enter the account of Chattam & Sons, supposing it to be the second account to be entered under the Christian or firm name subdivision "&," it would be entered in the 01 name space and the number of the account would be 1101, the account sheet being inserted immediately after the 1100 sheet. Chester & Bro., supposing it to be the third account entered in the "&" Christian or firm name subdivision, would be 1102, and the account sheet would be inserted immediately after the 1101 sheet. David Chambers would be entered in the "D to E" Christian or firm name subdivision, supposing it to be the first account entered in this Christian or firm name subdivision, and its number would be 1130, and the account would be placed on the index sheet characterized by the Christian or firm name section "D to E." Other accounts under the "D to E" Christian name subdivision or section would be placed in the binder following the sheet "D to E" and numbered according to their name space entry. In the event of two accounts under the same name, as, for instance, Chester & Bro., the second name would be written in the index name spaces after the name Chester & Bro. first entered and designated as 02a so that the account number would be 1102a. A second David Chambers account would be designated by the numeral 1130a, and so on. It is obvious that any number of firms having the same name could be distinguished by this method so that each account would have a different distinguishing number. A further advantage of my improved index is that no confusion is likely to occur in entering new accounts and determining the proper account and page number, and further, the entered accounts may be referred to very rapidly as the account number and page can be quickly determined and its position in the indexed element indicated. Should an account be closed and transferred from the current or live accounts, its existence and identifying number is determined from an inspection of the proper surname subdivision index sheet. This is of decided advantage to the bookkeeper and accountants as the existence of such accounts and their identifying numerals can be quickly determined. My improved index has also the advantage of being adapted to take care of a large number of accounts. For instance, an index having 40 surname subdivisions will care for 4000 accounts providing for proper arrangement under surname and Christian or firm name and providing a distinguishing numeral for each account. Similarly, a 60 surname division index would care for 6000 accounts. Further, in the event of duplicating names, such accounts would be properly identified and positioned and would be provided with their distinguishing numbers by entering as I have indicated for the second account of Chester & Bro. for example, as 02a on the index sheet shown.

I have not attempted to illustrate or describe various modifications and adaptations which I contemplate and which are entirely feasible, such as the adaptation of my improvements to card systems, cabinet filing systems and the like, as I believe the dispo-

sure made will enable those skilled in the art to adapt my invention as conditions or circumstances may require.

Having thus described my invention, what I claim as new and desire to secure by Letters Patent is:

1. An index comprising index members having surname indicia tabs bearing alphabetical surname indicia and consecutive numerals, and having name spaces with consecutive numerals associated therewith and divided into sections by alphabetical Christian or firm name indicia having section indicating numerals associated therewith; and an indexed element associated with each index member and comprising members having stepped index tabs bearing alphabetical Christian or firm name indicia and section indicating numerals corresponding to the section indicating numerals associated with the Christian or firm name indicia of the index member, whereby an indexed member of the element may be indicated by combining the numeral of an index member tab with a name space numeral and its position in the indexed element further designated by the Christian or firm name and section indicia of the index member and the Christian or firm name and section indicia tabs of the indexed element.

2. An index comprising index members having surname indicia tabs bearing alphabetical surname indicia and consecutive numerals, and having name spaces with consecutive numerals associated therewith and divided into sections by alphabetical Christian or firm name indicia; and an indexed element associated with each index member and comprising members having stepped index tabs bearing alphabetical Christian or firm name indicia corresponding to the Christian or firm name indicia of the index member, whereby an indexed member of the element may be indicated by combining the numeral of an index member tab with a name space numeral and its position in the indexed element further designated by the Christian or firm name indicia of the index member and the Christian or firm name indicia tabs of the indexed element.

3. An index comprising index members bearing alphabetical surname indicia and a numeral and having name spaces with numerals associated therewith and divided into sections by alphabetical Christian or firm name indicia; and an indexed element associated with each index member and comprising members bearing alphabetical Christian or firm name indicia corresponding to the Christian or firm name indicia of the index member, whereby an indexed member of the element may be indicated by combining the characterizing numeral of an index member with a name space numeral thereof and its position in the indexed element further designated by the Christian or firm name indicia of the index and indexed members.

4. An index comprising an index member bearing an alphabetical surname indicia and a numeral and having name spaces with numerals and Christian or firm name indicia associated therewith; and an indexed element comprising members bearing alphabetical Christian or firm name indicia, whereby an indexed member of the element may be indicated by combining the characterizing numeral of an index member with a name space numeral thereof and its position in the indexed element further designated by the Christian or firm name indicia.

5. An index comprising an index member bearing an alphabetical surname indicia and a numeral and having name spaces with numerals associated therewith and divided into sections by alphabetical Christian or firm name indicia having section indicating numerals associated therewith, whereby an indexed member may be indicated by combining the characterizing numeral of an index member with a name space numeral thereof and the position of the indexed member indicated by the section indicia.

6. An index comprising an index member bearing an alphabetical surname indicia and a numeral and having name spaces with numerals and Christian or firm name indicia whereby an indexed member may be indicated by combining the characterizing numeral of an index member with a name space numeral thereof and the position of an indexed member indicated by the Christian or firm name indicia.

7. An index comprising an index member having a surname indicia tab bearing an alphabetical surname indicia and a numeral, and having name spaces with consecutive numerals 00 to 99 associated therewith and divided into sections of tens by alphabetical Christian or firm name indicia, whereby an indexed member may be indicated by combining the numeral of an index member tab with a name space numeral.

In witness whereof, I have hereunto set my hand and seal in the presence of two witnesses.

GEORGE P. WIGGINTON. [L. S.]

Witnesses:

M. PHINA WOODRUFF,

PEARL E. LILLIE.