H. A. WARDY.

FILING DEVICE.

APPLICATION FILED AUG. 24, 1914.

1,146,465.

Patented July 13, 1915.

2 SHEETS—SHEET 1.

Fig. 1.

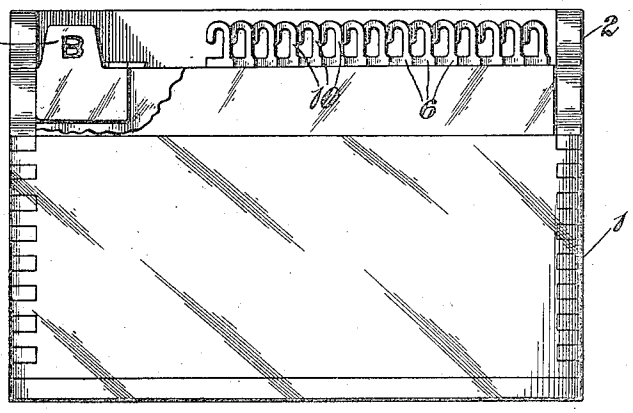
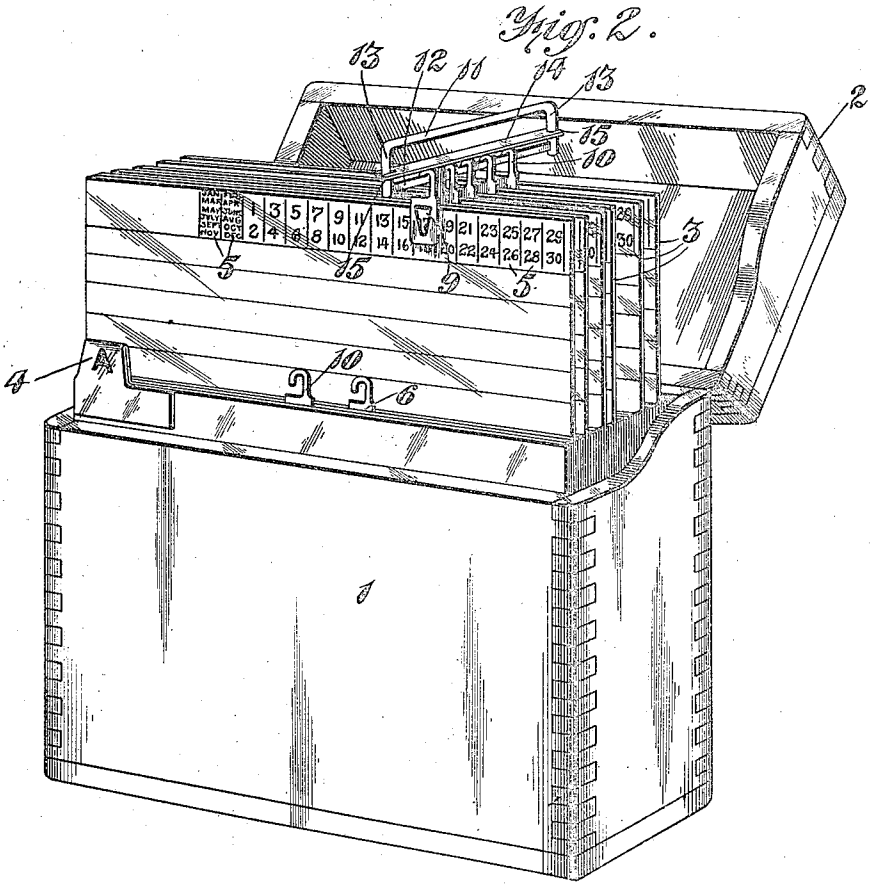


Fig. 2.



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2 SHEETS—SHEET 2.

Fig. 3.

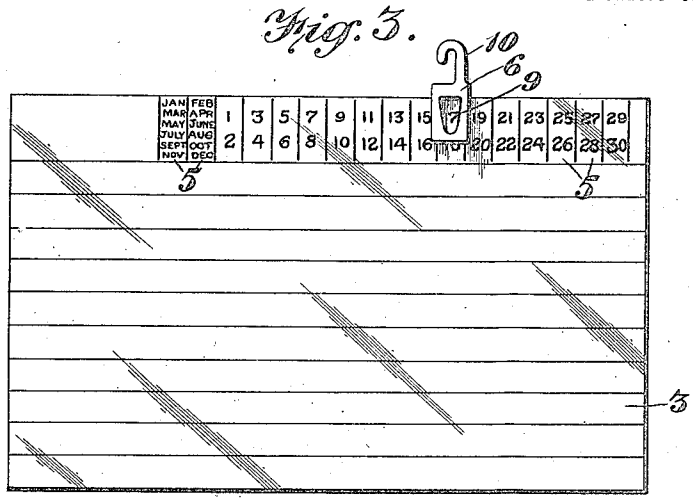


Fig. 4.

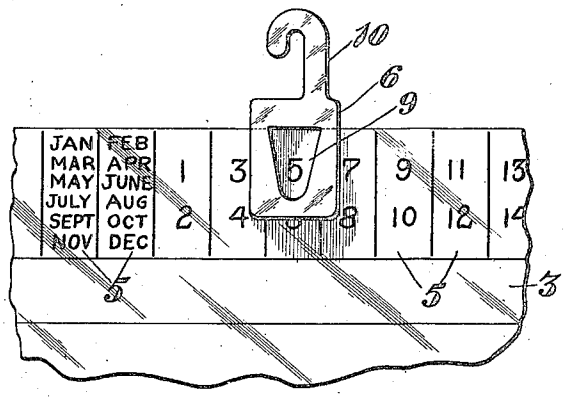


Fig. 5.

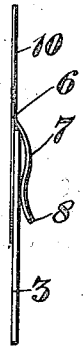
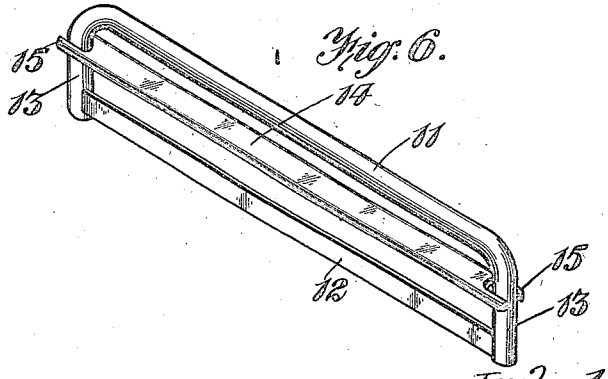


Fig. 6.



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UNITED STATES PATENT OFFICE.

HARRY A. WARDY, OF KALAMAZOO, MICHIGAN.

FILING DEVICE.

1,146,465. Specification of Letters Patent. Patented July 13, 1915.

Application filed August 24, 1914. Serial No. 858,359.

To all whom it may concern:

Be it known that I, HARRY A. WARDY, a citizen of the United States, residing at the city of Kalamazoo, in the county of Kalamazoo and State of Michigan, have invented a new and useful Filing Device, of which the following is a specification.

This invention relates to filing devices, and consists in the novel design, arrangement and combination of parts hereinafter more fully disclosed.

An object of the invention is to provide an improved filing device whereby cards, folders, papers and the like may be filed according to a primary classification, for instance, alphabetically and may, at the time of filing, be cross indexed according to another classification, for instance, calendarially.

Another object of the invention is to provide efficient means for withdrawing all members of a cross indexed class without disturbing the arrangement of the remaining members of the file contents which are arranged in accordance with the primary classification.

Other objects of the invention will be readily apparent from the following detailed disclosure, taken in connection with the accompanying drawings, in which—

Figure 1 is a front elevation of a filing box or cabinet, with the cover raised showing a series of cards in place therein, said cards being provided with the cross index elements which project on their upper horizontal edge. Fig. 2 is a perspective view showing a series of cards in a cross indexed class raised from their normal position in the cabinet and engaged by the selecting bail. Fig. 3 is a detailed view of one of the cards removed from the box or cabinet and showing the manner of adjusting the selectively positioned element, whereby the card may be engaged and removed according to a cross indexed classification. Fig. 4 is an enlarged view more clearly illustrating the element that is engaged by the selecting device for the removal of the card as a member of a cross indexed class. Fig. 5 is an edge view of a card and the index hook selectively positioned thereon; and Fig. 6 is a perspective view illustrating clearly the details of construction of the member for selectively engaging the index hooks.

In the embodiment of my invention illustrated in the drawings, I have shown a box or cabinet 1 provided with a hinged cover or top 2, which is adapted to contain a series of cards 3, said cards being divided into alphabetical classes by guides 4, said guides containing alphabetical index characters, as will be understood. The cards 3 are arranged in vertical position and are adapted to receive any desired data and to be arranged in a systematic classification which, in the embodiment shown, is in alphabetical arrangement. The cards of each alphabetical group are divided by the guides 4. The cards 3 are also provided with a cross index comprising a series of index characters 5 extending laterally adjacent to the upper horizontal edge of each card.

In the embodiment shown the index characters utilized comprise two columns containing the abbreviations of the months of the year, the alternate months being arranged in parallel columns and occupying the left hand two columns of the index series. The remaining columns, extending to the right across the top of the card, contain figures indicating the days of the month, said figures being vertically arranged in pairs.

It will be understood that the cross index may be varied so that the cards may be cross indexed according to subject matter, classes of merchandise, or any other desired classification. The index illustrated in the drawing is particularly adaptable for the purpose of cross indexing the cards so that they may be withdrawn on any particular day of a month, or during any month. For instance, if a series of cards are filed during the month of January and it is desired to bring them to the attention of the user any time during the next month, the index hooks would be adjusted in line with the second column of the index. If, however, the cards are to receive attention on any particular day during a month, the index hooks are adjusted on the card at a point indicated by the index character corresponding to the particular day desired. It will be apparent that, as the indexes on all of the cards are uniformly arranged, all the hooks adjusted for a particular month or day will be in longitudinal alinement and will be in position to be engaged by the selecting device.

The index hooks utilized are of novel construction and comprise a flat sheet of metal

forming a body portion 6 from which a tongue 7 is backwardly struck, and which tongue is provided with a flared lower edge 8 whereby it may be readily engaged by the thumb and drawn backward for the insertion of the card between the tongue and the body portion, the index character being visible through the opening 9 in the body portion. Upwardly projecting from the body portion 6 is formed a hook 10 which projects for a relatively considerable distance above the edge of the card when the hook is mounted thereon.

The device for engaging the longitudinally alined hooks comprises a U-shaped bar 11. A plate or strip 12 is supported between the arms 13 of the bar 11, and between the arms 13 is slidably mounted a plate 14 which is provided at each end with notches 15 embracing the arms 13 of the bar 11.

In utilizing the engaging device for withdrawing the members of a cross indexed class the plate 12 is engaged under the hooks 10 and the plate 14 is lowered on the top of the hooks, thereby preventing the accidental displacement of any of the hooks as the device is being raised, as will clearly appear by reference to Fig. 2 of the drawings.

Having thus fully disclosed my invention what I claim and desire to secure by Letters Patent is:—

1. A filing device, comprising a cabinet, a series of cards, or the like, arranged in said cabinet, a series of guides for dividing said cards, or the like, into different groups, a cross index on each of said cards adjacent to the upper horizontal edge, index hooks adapted to be selectively positioned in accordance with said index, said hooks extending above the upper horizontal edge of said cards, or the like, and a separate engaging device adapted to engage a plurality of said hooks whereby the cards, or the like, comprising a cross indexed class may be manually removed from said cabinet, substantially as specified.

2. A filing device, comprising a cabinet, flat sheets arranged in said cabinet, guides for dividing said sheets into classes in accordance with a primary classification, a cross index on each of said cards, index hooks adapted to be selectively positioned in accordance with said cross index, and an independent manipulative device for engaging all of said index hooks of a selected class, substantially as specified.

3. In a filing device, the combination with a cabinet, of a series of cards supported in said cabinet, guides dividing said cards into a primary classification, adjustable elements adapted to be selectively placed in engagement with said cards in accordance with a secondary classification, a manipulative device for engaging said elements whereby all cards in any selected secondary classification may be removed from said cabinet without disturbing the remaining contents of the cabinet, and a movable member preventing disengagement of said elements from said device.

4. A filing device, comprising a cabinet, a series of guide cards arranged in said cabinet, a series of data receiving cards adapted to be positioned in said cabinet in accordance with classes determined by said guide cards, a cross index comprising a plurality of suitably designated columns extending across the upper portion of each of said data receiving cards, index devices adapted to be positioned one on each card selectively according to said cross index, a device for manually engaging a plurality of said index devices, and means for preventing the accidental displacements from said device of all of the index devices so engaged, substantially as specified.

5. A filing device, comprising a cabinet, a series of alphabetically designated guide cards arranged in said cabinet, a series of data receiving cards adapted to be arranged in said cabinet and divided into groups by said guide cards, a calendarial index located adjacent to the upper edge of each of said data receiving cards, a series of hooks adapted to be selectively positioned one on each card in accordance with said calendarial index, and a manipulative device adapted to engage all of the index devices in a calendarial class, whereby the corresponding cards of the class may be removed from the cabinet without disturbing the remaining cards in said cabinet, substantially as specified.

6. A filing device, comprising a cabinet, a series of alphabetical guide cards arranged in said cabinet, a series of data receiving cards arranged in groups and divided by said alphabetical guide cards, a secondary index uniformly arranged on each of said data receiving cards, index hooks adapted to be adjusted at selected positions on said cards, the index character by which said hooks are positioned being visible through an opening in said index hooks a separate manipulative selecting device adapted to engage all hooks correspondingly positioned on said data receiving cards, and a retaining plate adapted to be manually positioned to prevent the accidental displacement of any of said hooks after the same have been engaged by said selecting device, substantially as specified.

7. In a filing device, the combination with a cabinet, of a series of cards arranged in said cabinet, a series of cross-index characters forming a cross index adjacent to the upper edge of each of said cards, adjustable elements adapted to be selectively placed in engagement with said cards in accordance

with selected ones of said cross-index characters, a manipulative device for engaging said adjustable elements whereby all of the cards having said adjustable index devices in the same relative positions may be removed from said cabinet without disturbing the remaining contents of the cabinet, and a movable member for preventing disengagement of said elements from said device.

8. In a filing device, the combination with a cabinet, of a series of cards arranged in said cabinet, a series of index characters forming a cross-index adjacent to the upper edge of each of said cards, adjustable devices adapted to be selectively placed in engagement with said cards in groups in accordance with said index characters, a lateral projection on each of said adjustable devices, and a manipulative element for engaging all of the lateral projections in each group whereby all the corresponding cards may be withdrawn from the cabinet without disturbing the remaining contents of the cabinet.

9. In a filing device, the combination with a cabinet, of a series of cards arranged in said cabinet, devices in connection with the upper edges of said cards, a lateral projection on each of said devices, a manipulative element for engaging said lateral projections whereby selected groups of said cards may be withdrawn from the cabinet without disturbing the remaining contents of the cabinet, and a member preventing said devices from becoming disengaged from said element.

In witness whereof, I have signed this specification in the presence of two subscribing witnesses.

HARRY A. WARDY.

Witnesses:
GEO. P. WIGGINTON,
ERMNA L. HARRIS.

Copies of this patent may be obtained for five cents each, by addressing the "Commissioner of Patents Washington, D. C."