

No. 853,864.

PATENTED MAY 14, 1907.

J. M. CORBOY.
FILING SYSTEM.
APPLICATION FILED APR. 12, 1906.

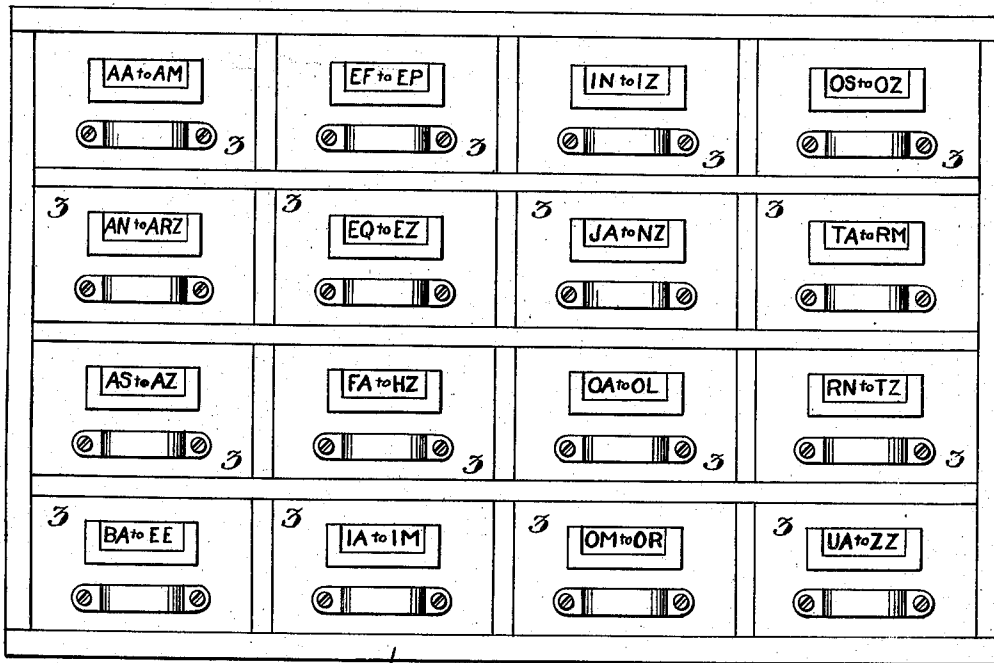


Fig. 1.

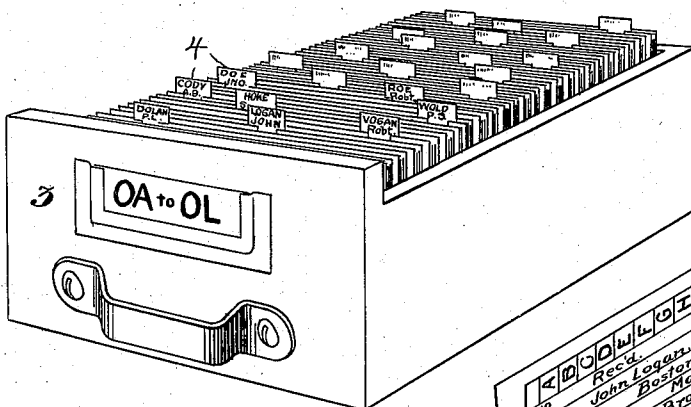


Fig. 2.

Fig. 3.

Witnesses:

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UNITED STATES PATENT OFFICE.

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FILING SYSTEM.

No. 853,864.

Specification of Letters Patent.

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To all whom it may concern:

Be it known that I, JAMES M. CORBOY, a citizen of the United States, residing at Edgewood Park, in the county of Allegheny and State of Pennsylvania, have invented certain new and useful Improvements in Filing Systems, of which the following is a specification, reference being had therein to the accompanying drawings.

My invention comprises an improved filing system for papers, etc. and it has for its objects to entirely eliminate the necessity of any of the usual indexes or other guides for the purpose of finding any previously sorted or located matter, the system involving the use of a continuous series of holding files adapted to contain all of the papers comprised in each separate piece of business or transaction, so arranged and located with reference to each other, and within the controlling limitations of the system, that each particular file may be readily located.

In addition to the elimination of any extra index guide or other device intended to locate the particular file, each file in itself provides all of the necessary data and information as to entries, etc. as well as the inclosed contents of the file, while embodying in itself the features and elements which cooperate with the entire system, comprising all of the files, for the objects in view.

Referring to the drawings:—Figure 1. is a view in front elevation of a complete cabinet of drawers comprising my entire system of files. Fig. 2. is a perspective view of one of the drawers or file-holding boxes, illustrating the use of the system. Fig. 3. is a similar view of one of the individual files showing the marginal index letters and illustrating the manner in which the face of the file is utilized for making inscriptions, notations, etc.

In carrying out my invention I employ what I call the "vowel and consonant system" and have devised a division of the alphabet whereby, as nearly as possible, an average number of files will be located in each separate drawer or compartment of the cabinet, each of said drawers or compartments being adapted to contain all of the files of the system within the limitations of certain predetermined vowels and consonants, occurring in the name by which the file is identified.

The system is entirely independent of the initial letter of the name and is designed to assemble all names controlled, for instance

by the second and third letters of the name, each file itself being provided with a marginal row of the letters of the alphabet with which is incorporated an attachable tab for facilitating the finding of the particular name sought for.

An especial advantage of my improved system is that each file is set upon edge so as to expose its particular tab to view without the necessity of moving any of the other files.

Various other features of advantage and improvement will be more fully hereinafter described.

Referring now to the drawings, 2 represents the filing cabinet of any suitable construction in which are arranged a series of drawers or compartments 3, more clearly shown in Fig. 2. Each drawer is of suitable size to receive the series of files as shown in Fig. 3 and adapted to contain all of the contents, as for instance correspondence, memoranda, etc. of the business identified by the name of the party, as the name John Logan.

Each particular folder or file is provided along its upper front edge with initial letters comprising all of the letters of the alphabet from A to Z, as clearly shown in Fig. 3, and for the purpose of identifying the particular name in any of the several series of files I employ an attachable tab 4 which is pasted upon the file at its upper edge corresponding with the particular letter, as the letter "L" in the example used.

Under the vowel and consonant system which I have devised the location of each particular file will not be controlled by the initial letter "L" but by the second and third letters "O," "G," and in searching for such file it will be found in that drawer or compartment in which the range of letters would include such a combination, said drawer being the third drawer to the right in the third row from the top identified by the letters O A to O L. Likewise, all files in which the name, (whatever it may be irrespective to its initial letter,) contains a second and third letter falling within this arbitrary range, will correspondingly be found in the same compartment.

This feature of the invention is clearly illustrated in Fig. 2 of the drawings, and it will be seen that the proper compartment having been selected and the name being searched for in its proper position with relation to the initial letter, it may be at once readily located and removed. The reason for this is

that the various files are so thoroughly mixed with regard to the initial letter, that any particular initial letter sought for in its particular place will be readily found without confusion with other conflicting or similar names, or with a large class of names commencing with the same initial.

The exterior of the folder is employed, as shown, for the making of indorsements, notes, memoranda or entries of any suitable kind, and it will be understood that any desired arrangement of spaces or blanks may be employed to suit the particular business.

The advantages of the system will be readily understood and appreciated by all those accustomed to the keeping of accounts in files; it may be employed either with or without additional calendar or other intervening files; it entirely obviates the necessity of any preliminary index; and results in an even distribution of the file folders due to the particular combinations of the vowels and consonants employed. This latter feature is the result of several years experience in the keeping of records by files and will be found to be approximately correct as to the distribution of the subject matter in any predetermined space, based on the law of average of names.

While the arrangement and distribution of vowels and consonants as shown will be found entirely practicable and satisfactory for a sixteen drawer file, it will be understood that the system may be condensed into any less number or expanded into a greater number, care being taken to observe the proper ratio. Thus for instance, in an eight drawer system the range for the first drawer would be AA to ARZ. In a four drawer system the range for the first drawer would be AA to EE. Likewise in a thirty two drawer system the inclusive range of the first and second drawers would be AA to AM, the first drawer including A A to AG and the second including AH

to AM respectively. Other proportional arrangements or divisions may be made to suit different requirements or circumstances.

Having described my invention, what I claim is.

1. An improved filing system comprising a plurality of compartments characterized by predetermined vowel and consonant limit identifications with relation to the consecutive letters of a word or name independent of its initial letter, and a series of files having name identifying devices in definite positions with relation to the initial letter of the word or name, substantially as set forth.

2. An improved filing system comprising a plurality of compartments characterized by predetermined vowel and consonant limit identifications with relation to the consecutive letters of a word or name independent of its initial letter, and a series of files each having a series of initial letters adapted to co-operate with an identifying name device, substantially as set forth.

3. An improved filing system comprising a plurality of compartments identified by predetermined vowel and consonant limit identifications, and a series of files each provided with series of initial letters, and name devices appropriately attached thereto, substantially as set forth.

4. A double filing folder having its upper edge provided with series of initial letters, a name device appropriately attached thereto, and having its face provided with suitable data for entries, etc., substantially as set forth.

In testimony whereof I affix my signature in presence of two witnesses.

JAMES M. CORBOY.

Witnesses:

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