March 25, 1930. G. S. ROBINSON 1,751,495

ADJUSTABLE LEDGER SHEET AND CARD FLAG

Filed Feb. 25, 1929

Fig. 1

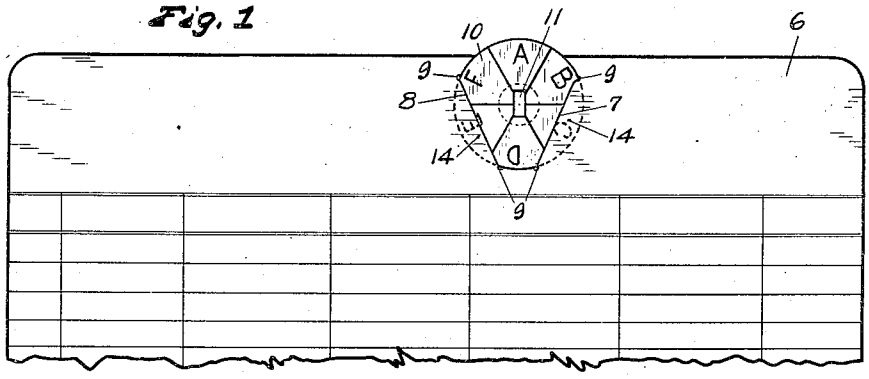


Fig. 2

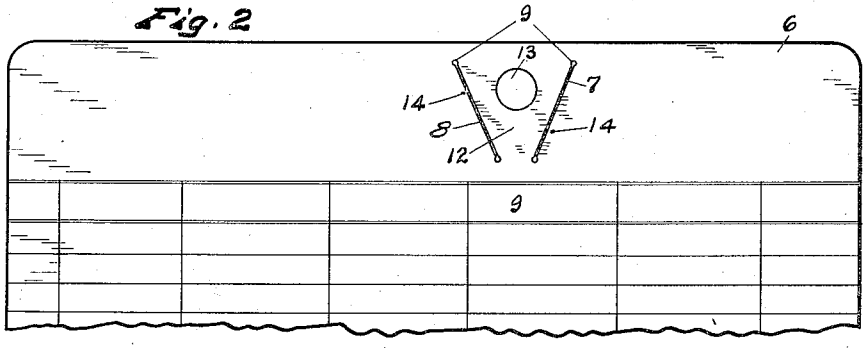
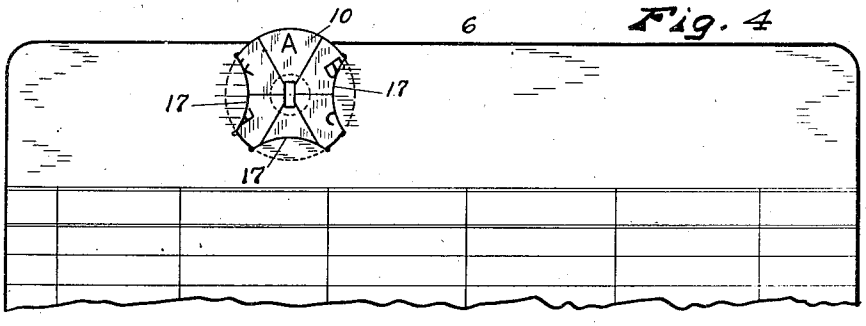


Fig. 4



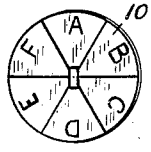


Fig. 3

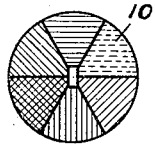


Fig. 5

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ADJUSTABLE LEDGER SHEET AND CARD FLAG

Application filed February 25, 1929. Serial No. 342,487.

My invention relates to an adjustable flag for ledger sheets, cards, or any flexible sheets which are filed vertically in cabinets, drawers and the like, or in books, and the general object of my invention is to provide a flag which may be installed in the individual sheets and which is visible at the tops or sides of the other sheets and which may be adjusted to bring different distinguishing marks or colors on the card into view at the top or side of the sheet.

Another object is to provide a flag which is very thin so as to avoid objectionable bulk and thickness when a plurality of sheets equipped with the flags are placed side by side.

Another object is to provide a flag which is adjustably mounted on a sheet in such a manner that there are no projecting points or edges to catch on other sheets when the flagged sheet is raised or lowered or otherwise moved relative to the other sheets.

Further objects are to provide a flag in the nature of a disc of thin material, having distinguishing marks or colors on one or both sides, said disc being supported for rotary movement within slots in a sheet of paper and projecting beyond or above the edge of the sheet and being frictionally held tight enough so that it will not be moved accidentally.

Other and more specific objects will be apparent from the following description taken in connection with the accompanying drawings.

In the drawings, Figure 1 is a fragmentary front elevation of a record sheet having a flag mounted thereon in accordance with my invention.

Fig. 2 is a fragmentary view in elevation of the sheet with the flag disc removed.

Fig. 3 is a detached perspective view of the flag disc.

Fig. 4 is a fragmentary view in front elevation of a modification of the invention in which the sheet is slotted in a different manner for the reception of a similar flag disc.

Fig. 5 is a detached view of a flag disc showing, by conventional lining, the manner in which different colors may be used on said disc.

Like reference numerals designate like parts throughout the several views.

In the use of record sheets which are filed in books or vertically in side by side relation, in the manner frequently employed in handling ledger sheets and cards, it is often desirable to have the different sheets marked conspicuously so that the status of certain sheets may be readily determined by their marking. This form of marking is usually termed flagging and the markers used for this purpose should be readily adjustable or easy to replace and should project beyond the edges of the cards far enough so that they are conspicuous and easily located. Where a large number of sheets are placed in the same file it is also necessary that the flagging devices shall be thin so that they will not produce too great a bulk and thickness at the edge of the sheets and it is further desirable that the flagging devices shall be readily adjustable and not liable to be moved accidentally after they are set.

My flagging device is simple and efficient in construction and not expensive to manufacture and meets all of the requirements set forth in the preceding paragraph.

Referring to the accompanying drawings 6 designates a sheet or card having near one edge, two slots 7 and 8 which are farther apart at their outer ends and converge toward their inner ends. The ends of the slots 7 and 8 preferably terminate in small perforations 9 which lessen any tendency of the slots to tear out and which afford clearance for the edges of a thin disc-shaped flag 10 which projects into the slots 7 and 8 and is rotatably supported thereby. The flag disc 10 is provided with a centrally disposed hole or perforation 11 which may be of substantially any shape except circular and which is adapted for the reception of a similarly shaped instrument, not shown, by which the disc 10 may be readily turned. The edge of the disc 10 projects beyond the edge of the sheet 6 far enough to be readily seen and said disc 10 may also be turned by grasping the projecting portion with the thumb and fingers. That portion 12 of the paper which lies between the two slots 7 and 8 forms a back support for the disc 10

and preferably is provided with a hole 13 large enough to afford clearance for any instrument which may be inserted in the hole 11 in the disc 10 for turning the same. The portions 14 of paper at the outer sides of the slots 7 and 8 overlap the front sides of the circumferential portion of the disc 10 and prevent displacement of the disc. The disc 10 is supported at the four terminal points 9 at the ends of the slots, and said disc is held tightly enough so that it will not be liable to be turned accidentally.

The disc 10 may have marks on its front side near its periphery, as shown in Fig. 1, or it may have different colored segments as shown in Fig. 5. To flag a sheet, the disc 10 is turned so that the desired distinguishing mark or color projects beyond the sheet and may be easily seen when the sheet is mixed with a bunch of similar sheets. The flag may be moved from time to time when a different marking of the sheet is desired. The sheet and disc are both free from points and corners which might tend to catch on adjacent sheets and be bent out of shape. The flags on different sheets may be relatively offset across the edge of the sheet to render them more readily visible and to avoid bulking up at any one point. The discs 10 are thin and are not covered by more than one layer of the paper at any one point so that they do not greatly increase the thickness when a plurality are used. The discs are easily inserted in the slots by bending the disc and pushing them downwardly into the slots.

The discs 10 are readily removable and may be replaced with discs of different characteristics as of different colors, different markings and different material.

The discs 10 may be applied to old sheets in an already existing record system by punching the old sheets, thus eliminating the necessity of transcribing records to new record sheets, suitable punches may be furnished for this purpose.

Where light paper is used it may be reinforced at the location of the slots to reduce the tendency to tear out.

In Fig. 4, I have shown a modified form of the invention in which the peripheral portion of a flag disc 10 is held within three arcuate slots 17. The operation of the flag in this modified form is the same as the operation of the previously described flag.

The foregoing description and accompanying drawings clearly disclose a preferred embodiment of my invention but it will be understood that this disclosure is merely illustrative and that such changes in the invention may be made as are fairly within the scope and spirit of the following claims.

I claim:

1. The combination with a flexible card or sheet having slots near one edge, of a flag adjustably supported in said slots and connected with said sheet solely by means of said slots and projecting beyond the adjacent edge of said card or sheet.

2. The combination with a flexible sheet of paper having slots near one edge, of a disc-shaped flag of thin material supported for rotary movement within said slots and projecting beyond the edge of said sheet.

3. The combination with a record sheet having slots provided near one edge, of a disc-shaped flag of thin material supported for rotary movement within said slots and extending beyond the edge of said sheet to render the peripheral portion of said flag visible, said disc having distinguishing characteristics at different locations around its peripheral portion.

4. The combination with a record sheet having slots provided near an edge, of a disc-shaped flag of thin material supported for rotary movement within said slots and projecting beyond said edge of said sheet, said flag having a hole therein for the reception of an instrument by which it may be turned.

5. The combination with a record sheet having a plurality of slots adjacent one edge, of a disc of thin material arranged to be inserted within said slots and rotatably supported thereby, and projecting beyond the edge of the sheet portions of the sheet between the slots lying back of said disc and portions of the sheet outside of said slots overlapping the edges of the disc on the front side.

6. The combination with a record sheet having two convergent slots extending from a point near one edge inwardly and a disc having a diameter greater than the maximum distance between said slots and having its edges held within said slots so that said disc may be rotated, said disc having a centrally disposed hole for the reception of an instrument by which said disc may be turned and that portion of the sheet to the rear of said disc having an opening to afford clearance for the instrument used to turn said disc.

The foregoing specification signed at Seattle, Wash., this 18th day of Feb., 1929.

GALE S. ROBINSON.