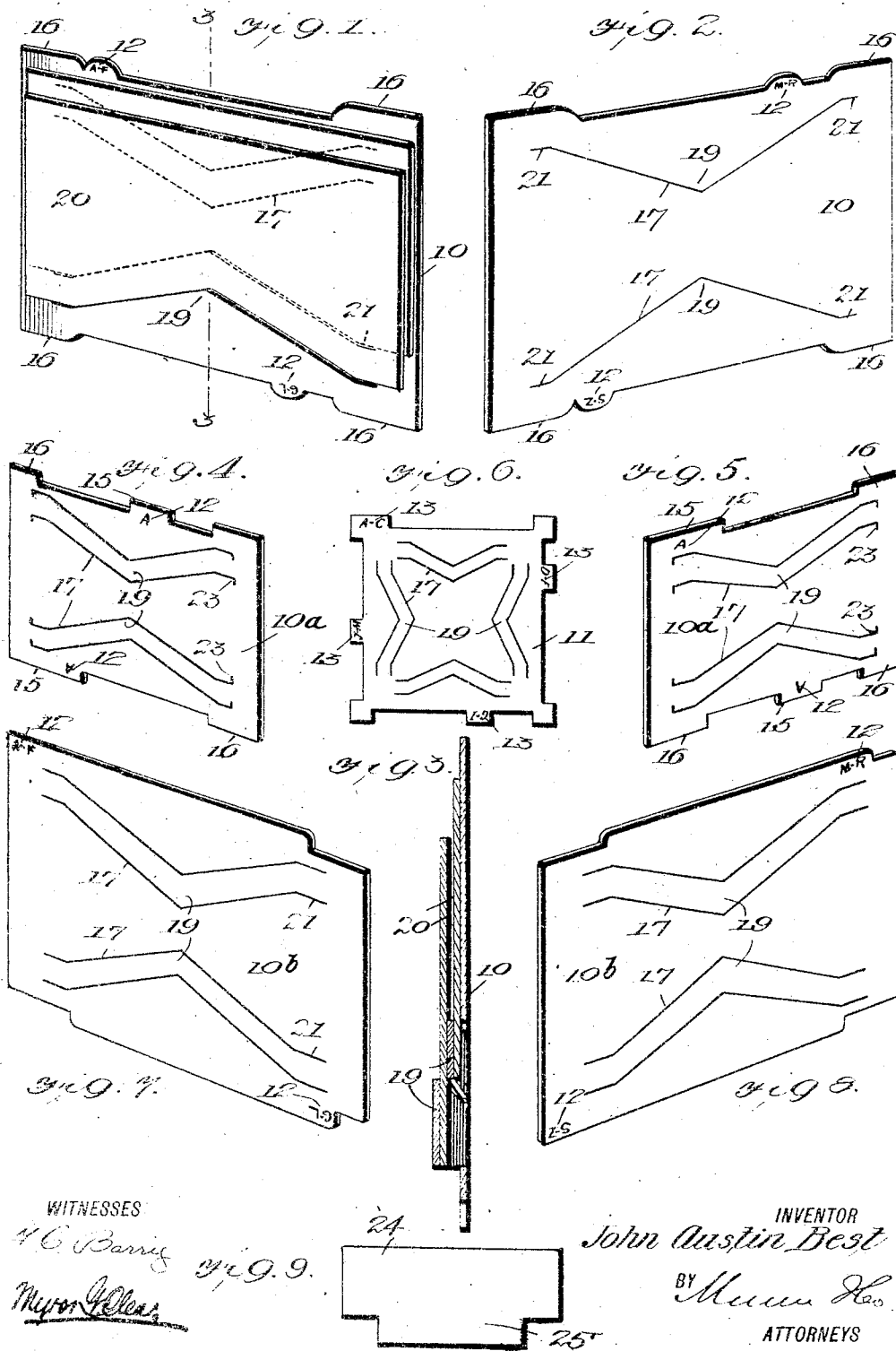


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CARD FOR INDEXING.
APPLICATION FILED SEPT. 20, 1916.

1,310,468.

Patented July 22, 1919.



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Specification of Letters Patent.

Patented July 22, 1919.

Application filed September 20, 1916. Serial No. 121,195.

To all whom it may concern:

Be it known that I, JOHN AUSTIN BEST, a citizen of the United States, and a resident of Augusta, in the county of Richmond and State of Georgia, have invented a certain new and useful Improvement in Cards for Indexing, of which the following is a specification.

My present invention relates generally to indexing devices, and more particularly to card indexes, my object being to provide index cards by means of which certain advantages in use as regards greater expansion, simplicity, economy, and despatch may be obtained in a manner hereinafter described.

Among the other objects of my invention, I aim to provide an index card having means whereby to hold a series of cards as a series and independent of the other series, and in nonalined relation so that the edges of the several cards of the series will be offset with respect to one another, thus providing for the viewing of portions of all of the series of cards so held, at one and the same time.

Another object is to provide an index card so constructed as to be reversible, having for this purpose index indicia of suitable nature along at least two of its edges in non-alined or offset relation and preferably upon both its obverse and reverse faces, as hereinafter more particularly seen, whereby a single card may be, by proper positioning, made to take care of a plurality of alphabetical divisions in order transversely of an index.

My invention of the nature above generally described is more particularly of the nature brought out in the following specification, in which reference is made to the accompanying drawings forming a part of this specification, and wherein:—

Figure 1 is a front elevation of an index card constructed according to my improvement, showing several data cards supported in a series thereby;

Fig. 2 is a detail perspective view of the card of the type shown in Fig. 1, looking at the reverse face thereof, as compared with the card of Fig. 1;

Fig. 3 is a vertical section therethrough taken substantially on line 3—3 of Fig. 1;

Fig. 4 is a perspective view illustrating a slight modification in the manner of forming the slits of the card holding member and with respect to the index indicia;

Fig. 5 is a similar view of the card shown in Fig. 4, looking at the reverse face thereof;

Fig. 6 is a face view of a square card having the index indicia along all its edges;

Fig. 7 is a perspective view illustrating the manner of dispensing with tabs;

Fig. 8 is a similar view showing the reverse face of the card of Fig. 7; and

Fig. 9 is a face view of a data card used with Figs. 4 and 5.

Referring now to these figures, my invention contemplates the provision of an index card, shown in Figs. 1 to 8, inclusive, the card 10 of Figs. 1 and 2, the card 10^a of Figs. 4 and 5, and the card 10^b of Figs. 7 and 8 being oblong as shown and the card 11 of Fig. 6 being square, in either instance, having, at least, two similar edges provided with index indicia seen at 12, in the figures first named, and at 13, in Fig. 6.

Referring particularly to Figs. 1 and 2, 75 it will be seen that the index-indicia 12, are laterally offset with respect to one another, those at one edge of the card being adjacent one side thereof, and those at the other edge being located adjacent the opposite side of the card, it being readily seen that this arrangement provides for mere reversal of the card to bring the desired indicia uppermost and in proper position where the index letters of the alphabet are divided into four parts as seen in Figs. 1 and 2, or where but a single letter is desired in four positions as seen in Figs. 4 and 5. It is obvious that the indexing indicia may be located either upon elongated supporting extensions of the body of the cards, one extension adjacent each of their edges as in Figs. 7 and 8, or upon tabs projecting as usual from the card edges as in Figs. 1 to 6 inclusive, the latter being of course arranged so as to prevent the cards from tilting in a box or other holder.

This is obviously capable of extension by providing tabs for the indicia 13 at all sides of the square cards 11, as seen in Fig. 6, and in any case obviates the necessity of supplying a number of differently constituted index cards, thus bringing about economy and despatch in the use of an index in various instances, as well as providing for greater expansion than would otherwise be possible.

The same construction is capable of use with a single index letter on each tab 15, in Figs. 4 and 5, whereby the desired letter may, by mere reversal of the card, be brought up into desired position in, for instance, the spelling of a word across the index.

It is obvious furthermore that the card edges may have other tabs 16, in order that the cards may be properly positioned and maintained against tilting in their index box 5 or drawer.

My invention as illustrated in the figures above referred to, also contemplates a card for indexes having one or more angular slits, indicated at 17, and as seen in the several figures, forming two sides of a triangle 10 the slits so directed forming between them integral tongues 19, which normally lie in the same plane with the body of the card, as particularly seen in Fig. 2, and which may 15 be bent outwardly from the plane of the body of the card as seen in Fig. 3, to receive its series of data cards 20 and hold the latter as a series in non-aligned relation with their edges offset with respect to one another, as 20 seen by reference to Figs. 1 and 3.

Thus the offset edges of the several cards of a series will be visible at a glance with the cards so supported by the card 10, as a series independent of all other series of the index in connection with which they may 25 be utilized. It is to be observed that the tongues so formed are turned toward opposite edges of the cards so as to permit of properly holding the data cards in the reversed position of the card and that in the form seen in Fig. 6, the tongues are turned 30 in all four directions.

As seen in Figs. 1, 2 and 3, the card is also provided with horizontal slits 21 at the 35 outer ends of its angular slits 17, so that when the tongues 18 are bent outwardly the material of the cards in the lower portion of the slits 21 form rests for the lower edges of the data cards 20.

In addition to the horizontal slits 21, the card may be provided with short vertical slits 23 at one end of the slit 21, as seen 40 in Figs. 4 and 5, for use with a record card 24 as shown in Fig. 9, having a depending intermediate extension 25 at its lower edge 45 to extend below the card slit and thus lock the record card against lateral shifting movement.

It is to be understood of course that in 50 either of the forms of the invention shown and described, the card holding member may be formed of various materials, suitable for the purpose, and may be in the nature of a card holder separate and distinct from 55 the index cards themselves, or utilized as either one of the guide cards or record cards, and that irrespective of the particular manner in which the slits are formed, tongues result which are normally in the same plane 60 with the body of the card, and which when thrust outwardly form effective support for holding a series of other cards in non-aligned

relation with the edges thereof offset with respect to one another so that the entire series which are offset and always independent 65 of the other series in connection with which the invention is utilized, have their headings exposed to be simultaneously viewed, as seen by reference to Figs. 1 and 3.

It is obvious that my invention is capable 70 of various changes, particularly in regard to its wide range of use, and I wish to reserve all such changes and uses to which the invention is or may be adapted.

I claim:

1. A card for indexes having elongated integral extensions projecting therefrom along 75 opposite edges thereof, each of which extensions is adapted to support the card in operative position, and is provided with indexing indicia. 80

2. A card for indexes having elongated integral extensions along opposite edges thereof, each of which extensions is adapted 85 to support the card in operative position, and is provided with indexing indicia, the indicia of one extension being offset with respect to the indicia of the other extension.

3. A card for indexing devices, having a series of slits forming a series of engaging 90 tongues within the limits of the said card and normally lying in the same plane therewith, said tongues being bendable to one side of the plane of the said card and the said card having horizontal slits at the ends 95 of each tongue whereby to support index cards engaged by the tongues.

4. A card for indexes having at least two opposite edges and provided with index indicia adjacent the said edges and in non- 100 aligned relation to permit of reversal of the card in use, said card having extensions forming parts thereof adjacent said edges and extending therealong for the major portion of the length thereof, whereby to support 105 the card in operative position for exposing the indicia of each of said edges when turned uppermost.

5. A reversible card for indexing devices, having a plurality of series of angular slits, 110 each series of slits being arranged to support a series of index cards when said reversible card is in one of its operative positions.

6. A reversible card for indexes having 115 upon a plurality of edges thereof index indicia in non-aligned relation and provided with groups of angular slits, each group of said slits being arranged to support in an upright position a series of index cards 120 when one of the index indicia of the reversible card is uppermost.

JOHN AUSTIN BEST.