

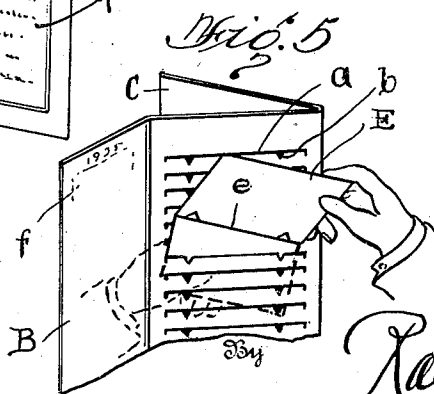
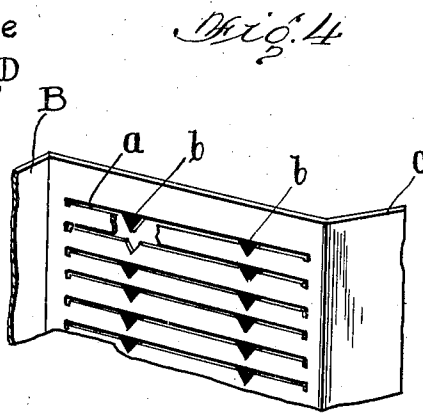
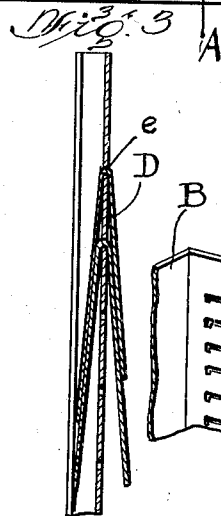
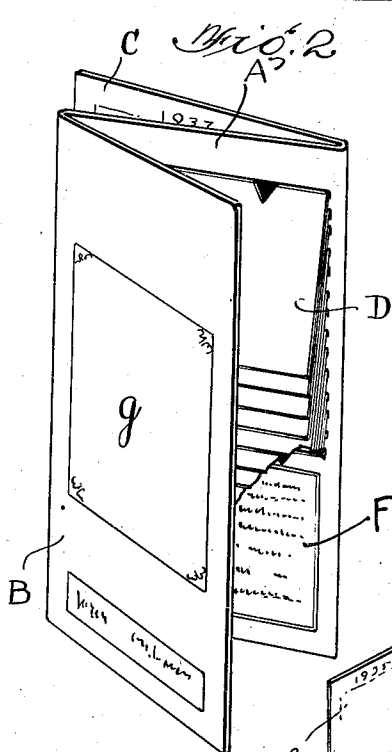
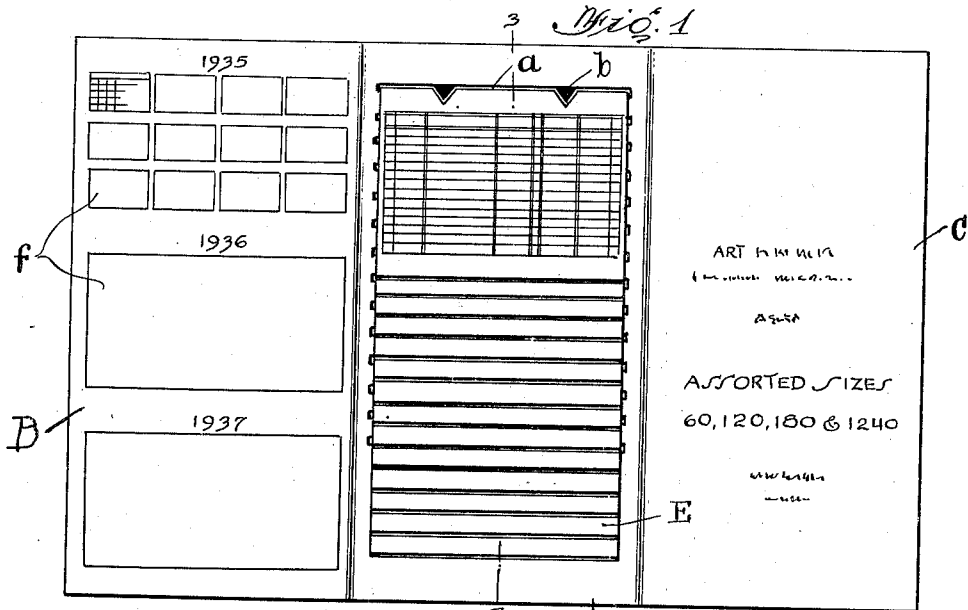
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VISIBLE ACCOUNTING, RECORDING, AND FILING SYSTEM

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VISIBLE ACCOUNTING, RECORDING, AND FILING SYSTEM

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5 Claims. (Cl. 129—20)

This invention relates to improvements on visible filing systems, and comprehends a structure embodying a flat elongated body portion provided with means for relatively supporting duplex index cards and locking them in position, and cover sheets or plates secured to the longitudinal edges of the body portion and designed to be folded oppositely to cover the adjacent sides of the body and the index material carried thereby.

The object of this invention is to construct an assembly of the type indicated, in such manner that the index cards will have an interengaged or interlocked relation with the carrying body and will expose suitable data on both sides of the carrying body, singularly or in duplicate as desired.

Another object of the invention resides in the provision of cover plates or sheets, so constructed and arranged that they will function as protective means for the index, and will also provide convenient exposed portions for the display of suitable data such as yearly calendar records, which may function in cooperation with the index cards carried by the body portion.

Reference will be had to the accompanying drawing forming a part of this specification and wherein like numerals of reference designate corresponding parts throughout the several views, in which—

Figure 1 is a plan view with the cover sheets in open position.

Figure 2 is a perspective with the cover sheets partly in open position.

Figure 3 is a fragmentary section on line 3—3 of Fig. 1 with sheet C folded down upon the body A.

Figure 4 is a fragmentary perspective showing the center body portion enlarged.

Figure 5 is a figure showing insertion and removal of index cards.

The present development embodies the use of a holder having means for supporting and locking a plurality of double reversible index cards. The holder includes a body portion A in the form of a plate or sheet and this body portion is cut by stamping or other suitable means along uniformly spaced horizontal lines to form slots *a*.

These horizontal slots are interrupted at desired points along their length by tabs or projections *b*, shown in the present illustration in the form of a V, the tab extending downwardly and normally being positioned between notches in the walls of the adjacent lower body portion. The spacing arrangement of the slots *a* and the size of the tabs or projections *b* will be determined by

the structure and size of the assembly and the use for which it may be adapted. It will be noted that the portion of the body defining the slot and the tabs *b* formed in conjunction therewith may be colored to define and distinguish these parts of the assembly and facilitate the construction and use of the apparatus.

Hinged along each longitudinal marginal edge of the body are cover sheets or plates B, C and these plates are of a size corresponding to the size of the body portion whereby they will cover the body portion when folded thereagainst. These cover sheets are hinged for reverse folding movement, whereby one may be swung rearward of the body and the other over the front of the body, thus completely enclosing the central portion of the assembly and protecting the index cards carried thereby, as will more clearly hereinafter appear.

The blank forming the index card D is of rectangular form and is scored horizontally and medially at *e* whereby the structure when folded will provide two cards of uniform size and capable of being reversed so that indicia will be applied and utilized on all of the four surfaces. At spaced points and along the score line there are notches or cut-out portions of the same size and shape as the tabs *b* and these tabs, when the card is positioned in the slot, seat in these cut-out portions to lock the card in position.

To fill the card carrying body portion A with index cards above described, the operator holds in his right hand one of the cards by its upper section and inserts the lower edge of the other section of the card into the desired slot *a*. With his left hand underneath the card carrying body he grasps the card now projecting through the slot and pulls it through and beyond the scored line. Having inserted the card beyond this line, the operator then using his right hand pulls the card slightly back to cause the scored line to register with the slot at which point the arrow heads or tabs will interlock with the slots or cut-out portions of the card.

It will be noted that the slots *a* in the body or card carrying portion of the structure extend from a point adjacent the top of a card to a point spaced from the lower edge a distance to accommodate the adjacent depending card portion. That portion of the card holder beneath the lower card can be utilized as shown at F for arranging suitable instructions for the operation and use of the device. The inner faces of the cover plates B and C contain suitable printed material. In the form illustrated in this dis-

closure the inner face of the cover sheet B contains printed arrangements of calendars *f*, although other material may be substituted therefor. The outer face of this cover sheet B (when
 5 in closed or folded position) will be suitably decorated as at *g* to give a desirable appearance to the structures. The two faces of the cover sheet C may contain advertising material, calendars,
 10 instructions or material for use in cooperation with the index.

The present invention provides a neat, compact index card holder of such structure that the cards may be easily and quickly removed or replaced,
 15 for substitution or reversal and when the cards are once in position they are locked against accidental removal during use. The structure is obviously one simple and convenient in use and is of such construction that it may be manufactured and sold at an extremely reasonable cost.
 20 In the event heavier material is used for the body enclosure sheets, these parts may be made separately and suitably hinged.

Details in the construction and arrangement may be made without departing from the spirit
 25 of the invention and therefore I do not limit myself to what is shown in the drawing or described in the specification but only as indicated in the appended claims.

I claim:

30 1. In a device of the character described, a folder including a central body portion and cover sheets hinged thereto, said central body portion being formed with a plurality of slots, said slots being of irregular form to include notches and
 35 complementary projections in said notches, and

folded card elements adapted to be inserted in said slots and having cut-out portions for receiving said projections.

2. In a device of the character described, a folder including a central body portion and cover
 5 sheets hinged thereto, said central body portion being formed with a plurality of parallel slots, the upper walls of said slots including downwardly extending projections and the lower walls being notched to receive said projections, and
 10 card elements adapted to be inserted in said slots and having cut-out portions complementary to said projections.

3. In a device of the character described, a folder including a central body of sheet form
 15 and cover sheets hinged along the longitudinal opposite edges of said central sheet and adapted to be folded against its respective faces, a plurality of spaced horizontal slots formed in the
 20 central sheet, one of the walls of each of said slots including projections and the other wall being notched to receive said projections, and folded card elements adapted to be inserted in
 25 said slots and to straddle the central body at their fold, said projections engaging said card elements for retaining same in straddled position.

4. The substance of claim 3 characterized in that the card elements are notched along their
 fold to receive the projections.

5. The substance of claim 3 characterized in 30 that the slots in the central sheet terminate short of the bottom a distance substantially one half the length of an unfolded card.

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