

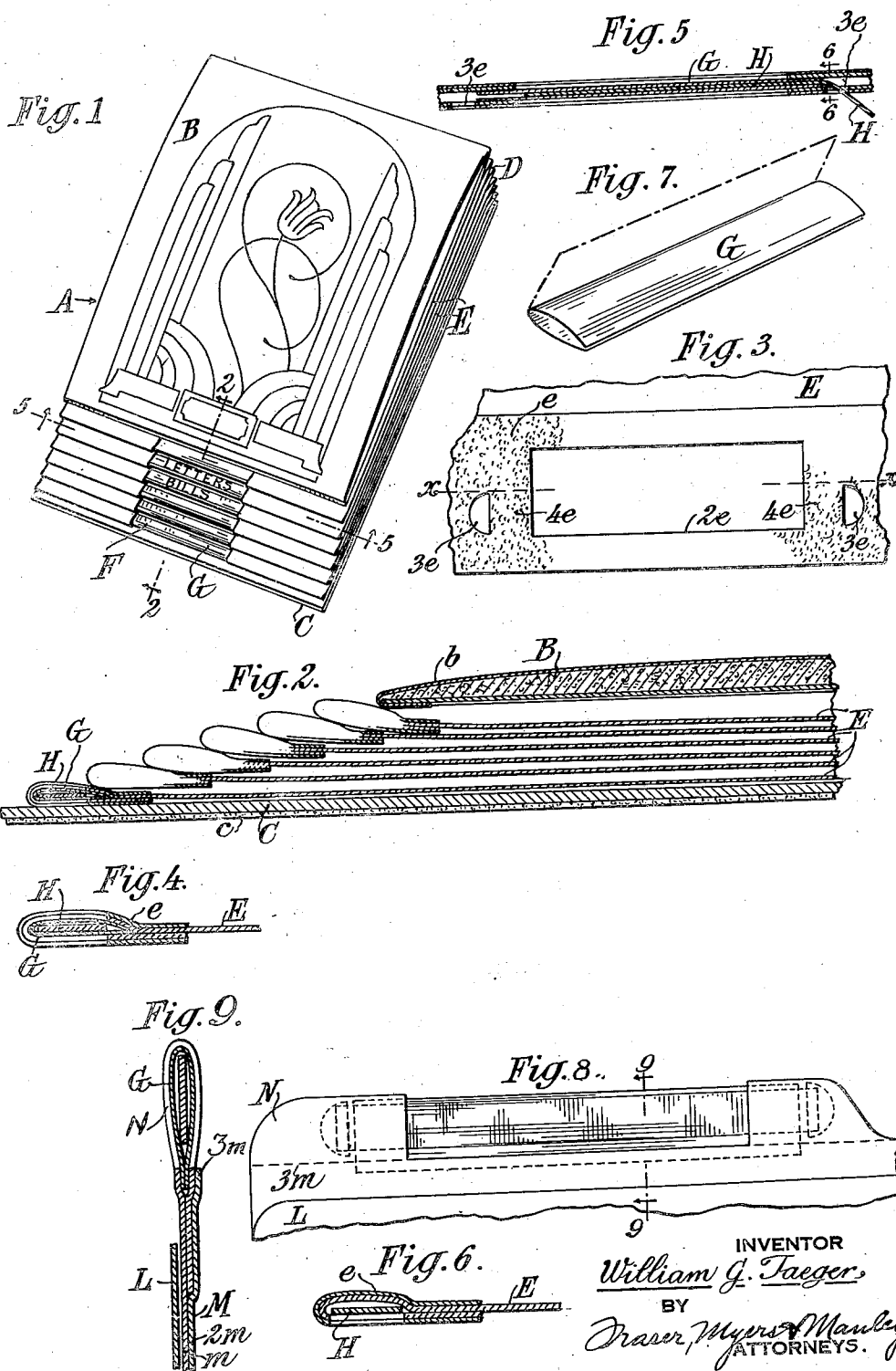
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VISIBLE INDEX

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VISIBLE INDEX

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My present invention relates to a visible index and the method of making same, and aims to provide certain improvements therein. More particularly it relates to a visible index adapted for application upon various forms and types of devices, for example, vertical filing devices, vertical folders, vertical file pockets, flat or expanding folders, prong binders, all forms of accordion files with one or more pockets, box letter files, desk portfolios commonly known as desk classifiers, work organizers, desk aids and desk companions, and on all form of loose leaf books and card indexes. In fact, it is applicable to any type of device provided with a visible index which is subject to fingering in use.

Among the objects of my invention the following may be enumerated: To provide a visible index adapted to receive a removable index-bearing element and hold the same in place against accidental removal in use; to provide a transparent window for such index-bearing element which will be free from sharp corners and which will protect and keep the index-bearing element clean; to provide such transparent window without resorting to the application of heat in the manufacture thereof; to provide a double faced visible index whereby an index-bearing element may be rendered visible from either side of the device or wherein a double faced index-bearing element may be used to advantage; to provide a transparent index which can be incorporated into and made to harmonize with any color scheme or character of filing device.

The foregoing and other objects of my invention not specifically enumerated, I accomplish by forming in a suitable element of a filing device or the like, in spaced relation to one edge thereof, an opening or window which is flanked at one or both ends by a small opening, and folding said element back upon itself to present said window at the edge of the element. Preferably the window opening is folded to provide a cut-out portion or recess in the edge resulting from the folding operation. Where the visible index is to have a transparent window or covering I cover the window opening with a piece of flexible transparent material such as celluloid, "cellophane", "kopak" or the like, of proper size and thickness, and preferably use a material which can be adhesively attached to the element and fold said transparent material together with the element, which latter is then glued or otherwise secured against the body portion thereof to hold the transparent material in place. The smaller openings at the ends of the window open-

ing will provide means for inserting an index-bearing member into and removing it from between the folds of the transparent material.

The invention will be better understood from the detailed description which follows, when considered in conjunction with the accompanying drawing, wherein I have shown several applications of my invention, and wherein

Figure 1 is a perspective view of a desk portfolio embodying my invention.

Fig. 2 is an enlarged section taken substantially along the plane of the line 2—2 of Fig. 1.

Fig. 3 is an elevation of a portion of a sheet of material showing an early step in the method of making the visible index embodied in the desk portfolio shown in Figs. 1 and 2.

Fig. 4 is a somewhat enlarged section through one of the flexible indexes shown in Fig. 2.

Fig. 5 is a section taken substantially along the plane of the line 5—5 of Fig. 1.

Fig. 6 is a section taken substantially along the plane of the line 6—6 of Fig. 5.

Fig. 7 is a perspective view of the transparent element used in my visible index.

Fig. 8 is a front elevation of a further modification of the invention applied to a vertical folder.

Fig. 9 is a section taken substantially along the plane of the line 9—9 of Fig. 8.

Referring first to Figs. 1 to 7 of the drawing, let A indicate a desk portfolio which consists of a top or cover member B, a base or bottom C and a plurality of intermediate leaves E which are secured to an accordion or expandable back D. The cover B may be provided with any fabric or textile protective or ornamental material *b*, and the bottom may be provided on its underside with a layer of felt or other protective material *c*. The cover B is shorter than the base C, and the intermediate leaves E are progressively longer from the top to the bottom leaves and overlap one another in stepped relation, as best shown in Figs. 1 and 2.

Each of the leaves E at its projecting or free end is provided with a visible index F which is preferably contained within the boundaries of the sheets E at the exposed edges thereof. The construction of the visible index will be best understood from a consideration of its method of manufacture, which is as follows:

One end of a sheet E, after being covered on one face with a protective and reinforcing strip of material *e* extending completely thereacross, which preferably is of a color and character to harmonize with the covering material *b*, is first

blanked out with a main opening 2e and supplemental openings 3e of substantially half the height of the opening 2e and disposed in spaced relation to the ends thereof. A strip of transparent material G such as celluloid, "cellophane" or "kopak" or the like of proper dimensions to cover the opening 2e is placed over said opening and preferably secured by adhesive to the face of the sheet E opposite to that having the material e at suitable places, the two lower corners have been found sufficient, whereupon the covered end of the sheet is folded back upon itself substantially along the longitudinal center line x—x of the main opening 2e and said folded back portion secured in place against the main body portion of the sheet by adhesive or other suitable means. In securing the folded back portion in place it is important that the portions of the sheet 4e lying between the openings 2e and 3e, respectively, are left unsecured so that the openings 3e will provide a means for inserting and removing a suitable index-bearing member H into and from between the folds or walls of the transparent element G. To facilitate the folding operation of the transparent element G, said element may be given an initial crease or fold or may be suitably scored to facilitate the folding operation thereof. As many of these materials are somewhat brittle if folded too sharply, it is preferable to give said element a rounded edge in folding, as best shown in Fig. 2. The securing of the folded back portion of the sheet upon itself may be satisfactorily performed upon conventional gluing machines used in the industry. It is therefore preferable to use transparent material which is not affected by heat. The end of the sheet E, upon being folded back and secured in place, may be said to provide a sheet with a recessed edge, which recessed portion is occupied by a transparent element having spaced walls.

It will be apparent that the visible index thus provided is free from sharp corners and protruding portions, which, in prior art constructions, have been found to be unsatisfactory. It will also be noted that the openings 3e are disposed on the underside of the sheets E and normally not visible to mar the finished appearance of the desk portfolio. The index-bearing member H may be suitably introduced between the walls of the transparent element G, as best shown in dotted lines in Fig. 5. It will also be apparent that said index-bearing member H may have indicia on both sides thereof, which, in view of the transparent walls of the visible index, would be rendered visible from either side of the sheet and would facilitate the filing of papers in the portfolio.

In Figs. 8 and 9 I have shown an invention simi-

lar to that embodied in Figs. 1 to 7 applied to a vertical pocket folder having a front wall L and a rear wall M of double thickness *m* and *2m*. In this embodiment of the invention the visible index is formed on a tab N which is integral with the sheet *m* of the rear wall, in a manner analogous to that of the visible index on the sheets E, the folded back portion of the tab being secured to both the inner faces of the sheets *m* and *2m* which constitute the folder back M. It will, of course, be understood that the top of the wall thickness *2m* terminates at a line *3m* corresponding to the lower edge of the tab N.

From the foregoing detailed description of the two embodiments of my invention it will be appreciated that I have provided a visible index having all the properties and advantages as set forth in the opening statement of this specification, and I do not wish the invention construed as limited to those embodiments, since it will be apparent to those skilled in the art that other modifications may be resorted to without departing from the spirit of my invention.

What I claim is:

1. A device of the character described, comprising a sheet of material, one edge of which is doubled back upon itself along a line of fold and formed with a cut-out recess in the edge provided by the line of fold, and a transparent element having spaced walls providing a pocket for an index-bearing member disposed in said cut-out recess and held between the doubled back portions of the sheet of material.
2. A device of the character described, comprising a sheet of material, one edge of which is doubled back upon itself along the line of fold and provided with a cut-out recess in the edge provided by the line of fold, and a folded transparent element having spaced walls providing a pocket for an index-bearing member disposed in said cut-out recess having a line of fold in alignment with the line of fold in the sheet of material and held between the doubled back portions of the sheet of material adjacent said cut-out recess therein.
3. A device according to claim 2, wherein the doubled back sheet of material has an opening therein in longitudinal spaced relation to the cut-out recess to permit the insertion of an index-bearing member into the pocket provided by the transparent element.
4. A device according to claim 2, wherein one wall of the doubled back sheet of material has an opening therein in longitudinal spaced relation to the cut-out recess to permit the insertion of an index-bearing member into the pocket provided by the transparent element.

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