

(No Model.)

C. M. COTT.  
INDEX.

No. 487,516.

Patented Dec. 6, 1892.

79		80														
E		Fa Fe Fi Fj		Fo Fr Fu Fy		Ga Ge Gh Gi		Gj Go		Gr Gu Gw Gy		GRANTOR.		GRANTEE.		BOOK PAGE
GRANTOR.		GRANTEE.		GRANTEE.		GRANTEE.		GRANTEE.		GRANTEE.		GRANTOR.		GRANTEE.		BOOK PAGE
Forster <sup>a</sup>	James <sup>b</sup>	Joseph <sup>c</sup>										Forster	Joseph <sup>c</sup>			
Fulton	J. W.	Joseph <sup>c</sup>										Forster	Joseph <sup>c</sup>			
Frag												Forster	Joseph <sup>c</sup>			
Franklin	Jared <sup>d</sup>	Joseph <sup>c</sup>										Forster	Joseph <sup>c</sup>			
Fulton	Jesse											Forster	Joseph <sup>c</sup>			
Fallet	James											Forster	Joseph <sup>c</sup>			
Ford	Jacob											Forster	Joseph <sup>c</sup>			
Frang	Jacob											Forster	Joseph <sup>c</sup>			
Foster	John <sup>e</sup>											Forster	Joseph <sup>c</sup>			
Fullman	James <sup>c</sup>											Forster	Joseph <sup>c</sup>			
Fuller	J. F.											Forster	Joseph <sup>c</sup>			
Frisbie	Josiah											Forster	Joseph <sup>c</sup>			
Frankston	James <sup>h</sup>											Forster	Joseph <sup>c</sup>			

WITNESSES:

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# UNITED STATES PATENT OFFICE.

CHARLES M. COTT, OF COLUMBUS, OHIO.

## INDEX.

SPECIFICATION forming part of Letters Patent No. 487,516, dated December 6, 1892.

Application filed May 9, 1892. Serial No. 432,368. (No model.)

*To all whom it may concern:*

Be it known that I, CHARLES M. COTT, a citizen of the United States, residing at Columbus, in the county of Franklin and State of Ohio, have invented a certain new and useful Improvement in Indexes, of which the following is a specification.

My invention relates to the improvement of indexes, and has particular relation to that class of indexes shown and described in my former Letters Patent of the United States, No. 426,114, granted under date of April 22, 1890.

The objects of my present invention are to produce superior indexes of this class of such arrangement as to greatly facilitate the finding of any particular name or names contained in the books or records to which said indexes are applied, to provide a simple and convenient disposition of the index characters which may be easily and readily comprehended, and to produce other improvements, which will be more specifically pointed out hereinafter. These objects I accomplish in the manner illustrated in the accompanying drawing, in which the figure shown represents a face view of two pages of an open book in which is employed my improved index.

In carrying out my invention I provide each page of the index with vertical and parallel name-columns, one or more of the latter being, as indicated at *a*, adapted for the reception of surnames, and the columns to the right of said surname-column, of which there are preferably two, being adapted to receive, as shown at *b b'*, the given names or initials of given names. These name-columns may be provided with any suitable heading, such as shown by the words "Grantor" and "Grantee," and any desirable number of additional columns may be ruled upon said pages for the reception of page-numbers, volume-numbers, or other information.

In the upper portion of each of the pages of the index-book, above the name-columns hereinbefore mentioned, I arrange a series of comparatively-short columns, (indicated at *c*, *d*, and *e*.) each of which contains at its head or top portion either groups of letters comprising the first and second letters of the surnames or the first letter or initial of the surname, these surname characters or initials be-

ing printed in bold type. Arranged in each of these columns *c*, *d*, and *e*, of which there may be any desired number, are two vertical rows or columns of initial letters of given names, these initial-columns being preferably arranged in the left portion of the column-spaces *c*, *d*, and *e*. As shown in the drawing, the letters of these given-name columns are for the most part arranged singly; but for the sake of condensation they may be grouped together in cases where one or both of the letters thus grouped are not often employed as the initial of given names, such as shown at KL. Owing to the frequent occurrence in all name-records of given names beginning with "Jo," I provide in said given-name-initial columns, in addition to the letter "J," an association of the letters "Jo."

Arranged, preferably, in the right portion of each of the column-spaces *c*, *d*, and *e*, in horizontal alignment with the oppositely-located letters of the given-name columns, are index page-numbers, there being as many of said numbers as there are letters and groups of letters in either one of said given-name-initial columns.

In utilizing my improved index the first or first two or more letters of the surname are found by reference to the large-type headings of the column-spaces *c*, *d*, and *e*. In the same column-space in which the desired heading is found will be found in one of the vertical rows of given-name initials the first letter or initial of the given name to be used. This having been ascertained, the surname is then written in the column-space *a* on that number of page which corresponds with the number which is in horizontal alignment with said first letter of the given name. If said first letter of the given name is shown in the first column of the vertically-arranged rows of given-name initials, then said given name is written in the given-name-initial column *b*, which adjoins the surname-column *a*; but if said given name is found in the second column of said given-name initials it is preferably written in the given-name column *b'*. For example, in writing the name of "Joseph C. Fulton," which is used in the illustration, the "Fu" is found at the head of the *e* column-space, and the "Jo," which forms the first two letters of "Joseph," is found in the second or right-hand column

of initial letters for the given names, and the page on which said entry should be made is indicated by "79," which is arranged in horizontal alignment with "Jo."

5 By following the simple and convenient plan herein described it will be seen that the page on which appears any name contained in the book may be readily found and the same easily located.

10 It is obvious that given names might all be written in the column adjoining that which contains the surname without altering the principle of my invention.

15 From the construction herein shown and described it will be seen that a convenient and reliable form of index is produced of such simple arrangement as to be readily comprehended and which will greatly facilitate the process of locating the names. It will also be  
20 seen that the improved index herein shown and described is of such simple and condensed form and arrangement as to admit of the entire alphabet being utilized in one book, and thus obviate the necessity of separating the  
25 index into two or more sections or books when the latter is undesirable.

If desired, the index-tables herein shown might be employed with reference to associations, corporations, or firm-names by treat-

ing the first principal word of the association, 30 corporation, or firm as a surname and the second principal word as a given name.

Having now fully described my invention, what I claim, and desire to secure by Letters Patent, is— 35

1. An index having index-tables comprising column-spaces wherein are contained as headings the first letter or first two or more letters of surnames and with which are associated vertical rows or columns of letters of 40 given names and page-numbers in horizontal alignment with the oppositely-located letters of said rows, substantially as and for the purpose specified.

2. An index having index-tables comprising column-spaces wherein are contained headings indicating surnames, vertical rows of letters indicating given names, and numbers in horizontal alignment with the oppositely-located letters of said rows, in combination with surname-column spaces *a* and 50 one or more given-name columns *b b'*, substantially as specified.

CHARLES M. COTT.

In presence of—  
H. F. GUERIN,  
J. H. EARNSHAW.