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D. TOWNSEND.

UNIT RECORD.

APPLICATION FILED SEPT. 3, 1903.

NO MODEL.

Fig. 1.

Fig. 2.

Fig. 3.

Fig. 4.

Fig. 5.

Fig. 6.

Fig. 7.

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THE NORRIS PETERS CO., PHOTO-LITHO., WASHINGTON, D. C.

No. 756,739. Patented April 5, 1904.

UNITED STATES PATENT OFFICE.

DAVID TOWNSEND, OF PHILADELPHIA, PENNSYLVANIA.

UNIT-RECORD.

SPECIFICATION forming part of Letters Patent No. 756,739, dated April 5, 1904.

Application filed September 3, 1903. Serial No. 171,815. (No model.)

To all whom it may concern:

Be it known that I, DAVID TOWNSEND, a citizen of the United States, residing in Philadelphia, Pennsylvania, have invented certain Improvements in Unit-Records, of which the following is a specification.

My invention relates to certain improvements in means for keeping the records of material passing through a manufacturing establishment or an office.

The object of my invention is to provide means whereby a unit-record can be kept of each element, showing instantly in what condition the work is in on each day. This object I attain in the manner hereinafter set forth, reference being had to the accompanying drawings, in which—

Figure 1 is a perspective view of one of the trays, illustrating my invention. Fig. 2 is a plan view of a tray. Fig. 3 is a transverse section on the line 3 3, Fig. 2. Fig. 4 is a transverse section on the line 4 4, Fig. 2; and Figs. 5, 6, and 7 are views of modifications of my invention.

I have illustrated my invention in the present instance as used in connection with the records of a foundry, showing the condition of work passing through the different departments of the foundry.

A is a single tray, made of wood or any other suitable material, having a section B for a slip of paper or other material, upon which is written in the present instance the shop-number, the date of the receipt of the order, the number of castings called for in the order, the name of the party ordering the material, and the date the order is promised. I preferably form flanges *b b* on each side of the section B, and I may undercut these flanges, so that the slip C will be held in the position in which it is placed. In some instances it need not be necessary to undercut the flanges *b*, as when the trays are placed in a drawer the slips will remain in the position without being attached to the tray, and in some instances instead of making a detachable slip C a piece of celluloid or slate may be permanently secured to the section B of the tray, as indicated in Fig. 6, and in this instance the writing can be rubbed off of the slate, celluloid, or other material when the order has been filled. The other portion D of the tray is made up of a series of compartments *d*, separated by partitions *d'*. There may be as many of these compartments as there are departments in the manufacturing establishment or office, or a sufficient number of either, as the use might require. In showing the condition of work I use a number of balls *e*, which are moved from one compartment to another from day to day as the work progresses. In the present instance I have shown five compartments, divided as follows: The first compartment is marked "Number of castings;" the second, "Molding;" the third, "Cast;" the fourth, "Cleaning," and the fifth, "Shipped." There may be a less number of compartments *d*, as shown, or there may be more, and if necessary two rows of compartments may be used, as shown in Fig. 5, and the compartments instead of being rectangular may be of any shape desired. For instance, they may be oval, as shown at d^2 in Fig. 6, and the compartments slightly rounded, so that the balls can be more readily handled.

A single tray is provided for each order or other record being kept, and the number of trays will depend upon the size of the shop or office and the usual number of orders or other records. The trays can be placed one under the other in a suitable drawer made for the purpose, and a chest or chests of drawers can be used.

I will illustrate my invention by referring to the drawings, which indicate the order as five hundred, the order being received as of August 1, material ordered fourteen castings, the person ordering the goods John Doe, and the date to be delivered August 22. When the order is received at the office, a clerk immediately fills out a slip and places it in one of the trays, as shown, and then places fourteen balls *e* in the first compartment *d*, marked "Number of castings." The usual order-slip is then made out and is sent to the foundry. At the end of each day the reports from the different departments come to the clerk. The first day may show that three molds have been made. Then three balls are taken from the

first compartment and placed in the second compartment under "Molding." The second day may show three additional molds made and two castings produced. Then three additional balls are taken from the first compartment and placed in the second and two taken out of the second and placed in the third, and as time goes on the next day may show that some additional castings have been made and two or three cleaned, or some may have been shipped to the party ordering the castings, in which case the number of balls representing the number of castings shipped will be found in the last tray. At any time the manager or any one in authority can look over the trays and see exactly the condition of the work. When all the balls have reached the last compartment in the tray, then the order has been completed and can be removed or the wording thereon erased and the tray removed from the drawer.

In arranging the trays I preferably arrange them according to the number of the order and moving up the numbers as the orders are completed; but the indexing of the trays may be either by number or by name or by any other classification, as desired. The manager can readily see in looking down the trays the condition not only of each order, but the amount of work in each department. In place of balls other units may be used; but I prefer to use the balls, as shown.

While I have shown in Fig. 1 a detachable tray, two or more trays may be made in a single piece A', as shown in Fig. 7, without departing from my invention.

I claim as my invention—

1. A unit-record tray made in two sections, one section being flanged and having a detachable slip mounted therein, the other section made up of a series of compartments for the reception of balls or equivalent unit-records, substantially as described.

2. A unit-record tray made in two sections, one section arranged to receive a memorandum of the order, and the other made up of a series of compartments separated one from the other by partitions, said compartments being arranged to receive the unit-records in the form of balls or equivalent units, substantially as described.

3. The combination of a tray for keeping unit-records, said tray being made in two sections, one section having a space to receive the memorandum of an order, on which is the number, date received, material ordered, name of the party ordering the goods, when the goods are promised, and any other information, and the other section being made up of a series of compartments according to the number of departments in the manufacturing establishment, and balls or other units for keeping a unit-record of the progress of the work on the order, substantially as described.

In testimony whereof I have signed my name to this specification in the presence of two subscribing witnesses.

DAVID TOWNSEND.

Witnesses:
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