



SUPERSEDES

SUBJECT: PREVENTIVE MAINTENANCE PROCEDUREA. GENERAL

Past experience and statistics prove that hours of uptime vary directly with hours of preventive maintenance performed. Good preventive maintenance consistently performed, can eliminate many costly emergency calls.

Experience dictates a specific procedure should be followed at preventive maintenance time for efficient procedure. The following will be considered standard and performed during each preventive maintenance period:

Prior to Turning on Equipment

1. Schedule preventive maintenance in such a manner that insures you of getting a "cold" machine at least every second preventive maintenance call. This is necessary to eliminate warm-up problems. No machine should have any warm-up problem.
2. Consult the User's log on machine operation for troubles since the last call. Many Service Engineers are surprised when the User reports troubles to us of which the Service Engineer is unaware. If no log is kept, check with the User.
3. Do not eliminate any portion of the procedure to speed up preventive maintenance for any reason. The portion eliminated may be the emergency call of tomorrow.
4. A quick check of the fuses for proper seating may save a rectifier.

Machine On -

1. Number track and Test Routines read in?
2. Type-out impressions?
3. Photo-reader signal at Test Point?
4. Test Routines with margins?
  - (a) Test #1 and #2 - all margins.
  - (b) DIAPER

Note: The above checks should be made as soon as possible after turning on the machine.



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5. Typewriter

- (a) Check input signals at HC for 60ms time durations. Do not neglect Tab, Carriage Return, or Hex coded keys.
- (b) Check <M>, <R>, <T>, <Q>, <A>, <S>, <D>, <C>, <sign>
- (c) Type out L19 and check impression. Clean power roller as necessary.
- (d) Inspect ribbon and notify User of condition.
- (e) Clean covers.
- (f) Clean key slugs with type cleaner.

6. Photo Reader

- (a) Clean mirror and head assembly; also photo lamp (be sure it's cold).
- (b) Check alignment of tape and excessive wear on photo diode clamp.
- (c) Check coupling assembly for backlash and position (tighten spring screw and lube as required).
- (d) Check photo signals after computer has been on. They may need readjustment.

7. Punch

- (a) Grease clutch spring (as necessary).
- (b) Lubricate moving parts as necessary.
- (c) Type and punch L19 (Sum check results and replace parts as necessary).

8. Miscellaneous

- (a) Check air filter.
- (b) Check power cable.
- (c) Clean cut chad box.
- (d) Clean finger marks off computer



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- (e) Fill out Service Report.
- (f) Check to see if User sent in Machine Operation Report. (If not, either do it yourself and have User sign it, or make sure User completes form.)

B. PREVENTIVE MAINTENANCE TYPEWRITER

This monthly and semi-annual P.M. Schedule is based on moderate use of the typewriter at installations which are on a 40 hour weekly schedule. Many installations make heavy use of the typewriter and Preventive Maintenance should be performed more frequently. All references in this memorandum are directed to the IBM Standard Electrical Typewriter Model B1 Manual.

Immediate Modification

All typewriters should be changed to run on the high speed pulley.

1. Remove the top and rear covers.
2. Rear cover may be removed by setting typewriter on its back and removing 4 screws in base of typewriter.
3. Loosen two step pulley (Fig. 1, Page 1) on motor shaft and slide outside pulley in line with the intermediate pulley. Careful alignment should be made to prevent excessive rubbing on the intermediate pulley.
4. The drive belt will be operated between the outside pulley on the motor shaft and the intermediate pulley.

Monthly P.M.

1. Typewriter contact adjustment - Set key impression switch to 10. Check all typewriter contact closure time for 60 milliseconds duration. Upon completion, reset impression switch to desired impression. Normal impression setting is approximately 4.
2. Clean power roll with any of these solvents listed below. Do not use alcohol as it will not remove the wax formed on the roll. Local purchase is recommended.

- (a) Chlorothene - Dow - Midland, Texas
- (b) Inhibisol - Penetone - Tenefly, New Jersey
- (c) Vrythene - Tect, Inc. - Northvale, New Jersey



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The power roll should be checked every P.M. for proper operation. If it becomes necessary to clean power roll every week, then power roll should be replaced.

3. Grease lightly, both ends of Type Bar Link. (Fig. 5, Page 7)
4. Cam Lever, - grease lightly at trip lever pivot point. (Fig. 4, Page 6)
5. Clean type with Plastic Type Cleaner.
6. Clean typewriter exterior with GO-JO.

Semi-Annual P.M.

1. Use light oil on rag to clean sliding portion of front and rear rails. (Fig. 18, Page 21)
2. Type bar fulcrum wire - Remove retaining screws (Fig. 5, Page 7) and insert slightly greased type bar Fulcrum wire to push out old Fulcrum wire. Replace retaining screws.
3. Cam Fulcrum Rod - Slide off retaining clips (Fig. 4, Page 6). Use slightly greased fulcrum rod to push out old rod. Replace retaining clips on both ends.
4. Carriage Return Pulley Assembly - This is not shown in reference manual, but Fig. 42, Page 45, will give an indication where the pulley is located. The Carriage Return Tension tape runs over this pulley at a 90° angle. Oil the surface bearing which rotates on stud, but do not oil the tape side.
5. Oil Platen Detent Roller and Platen Index Pawl (Fig. 52, Page 52) lightly.
6. Motor (Fig. 2, Page 2). - Remove rear cover from typewriter and lubricate motor lightly. Vents can be reached with a long spout oil can. Light oil is recommended.
7. Remove relay covers and inspect relays for arcing. Replace covers.
8. General clean-up of typewriter.
9. The cam clearance should be checked and adjustments made per instructions on Page 8 of manual.