

Ruled Forms and Leader Work on the **LINOTYPE**



In the following pages are demonstrated two economical and practical methods of producing ruled and leader forms on the Linotype. Either of the methods can be employed by any operator on the Linotype without extra equipment or attachments except the necessary matrices and molds



MERGENTHALER LINOTYPE COMPANY
Brooklyn, New York

SAN FRANCISCO

CHICAGO

NEW ORLEANS

CANADIAN LINOTYPE, LIMITED, TORONTO

*Representatives in the Principal Cities
of the World*

RULED FORM MATRICES

A complete series of characters for setting the most intricate Ruled or Leader form is available and will be of particular value to the printers specializing in this class of work. With them it is possible to produce on the Linotype an endless variety of work of this kind at low cost.

The matrices are made in six sizes, 6, 8, 10 and 12 point, two-letter, and 18 and 24 point, one-letter. Characters Nos. 4, 5, 6, 7, 18, 19, 20, 21, 22 and 23 align with the cross stroke appearing on the top of the vertical characters.

The following is a complete list of characters available in all the one-letter and two-letter sizes.

12 point, two-letter

| | | | | | |
|------------------------------|------------------------------|-------------------------------|---------------------------------|-----------------------------------|-----------------------------------|
| No. 4 2 Points Wide - | No. 5 3 Points Wide - | No. 6 6 Points Wide -- | No. 7 12 Points Wide ---- | No. 22 18 Points Wide ----- | No. 23 24 Points Wide ----- |
| No. 18 2 Points Wide = | No. 19 3 Points Wide = | No. 20 6 Points Wide == | No. 21 12 Points Wide === | No. 1 3 Points Wide ↑ | No. 2 3 Points Wide ↓ |
| No. 3 3 Points Wide | No. 8 3 Points Wide | No. 24 3 Points Wide ↑ | No. 37 3 Points Wide ↑ | No. 35 3 Points Wide ↑ | No. 36 3 Points Wide |

24 point, one-letter

| | | | | | |
|---------------------------------|------------------------------------|------------------------------------|------------------------------------|-----------------------------------|-----------------------------------|
| No. 4 2 Points Wide - | No. 5 3 Points Wide - | No. 6 6 Points Wide -- | No. 7 12 Points Wide ---- | No. 22 18 Points Wide ----- | No. 23 24 Points Wide ----- |
| No. 18 2 Points Wide = | No. 19 3 Points Wide = | No. 20 6 Points Wide == | No. 21 12 Points Wide === | No. 4a 2 Points Wide - | No. 5a 3 Points Wide - |
| No. 6a 6 Points Wide --- | No. 7a 12 Points Wide ----- | No. 22a 18 Points Wide ----- | No. 23a 24 Points Wide ----- | No. 18a 2 Points Wide - | No. 19a 3 Points Wide - |
| No. 20a 6 Points Wide --- | No. 21a 12 Points Wide ----- | No. 1 3 Points Wide ↑ | No. 1a 3 Points Wide | No. 2 3 Points Wide ↓ | No. 2a 3 Points Wide ↓ |
| No. 3 3 Points Wide | No. 3a 3 Points Wide | No. 8 3 Points Wide | No. 8a 3 Points Wide | No. 24 3 Points Wide ↑ | No. 24a 3 Points Wide |
| No. 37 3 Points Wide ↑ | No. 37a 3 Points Wide ↓ | No. 35 3 Points Wide ↑ | No. 35a 3 Points Wide ↑ | No. 36 3 Points Wide | No. 36a 3 Points Wide ↓ |

When ordering rule and leader matrices, specify the character number as well as the point size desired.

NOTE.—The decimal size of the above matrices is as follows: 2 point characters .0277, 3 point characters .0416, 6 point characters .0833, 12 point characters .1666, 18 point characters .250, 24 point characters .3333.

SPECIAL FIGURES

Special Figures with overline for use with the 12 and 18 point sizes of box and rule matrices are made with a hairline stroke over the figure, the stroke aligning with the horizontal character of the box and rule matrices when used in the same line. These figures are used for line numbers in sales slips. The 12 point is used for 12 point spacing between lines and the 18 point size for 18 point spacing. The following is a list of the characters available in both the 12 and 18 point sizes.

12 point, two-letter

| | | | | | | | | | |
|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| No. 25 | No. 26 | No. 27 | No. 28 | No. 29 | No. 30 | No. 31 | No. 32 | No. 33 | No. 34 |
| <u>1</u> | <u>2</u> | <u>3</u> | <u>4</u> | <u>5</u> | <u>6</u> | <u>7</u> | <u>8</u> | <u>9</u> | <u>0</u> |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 0 |

Width of character 4 points or .0553

18 point, one-letter

| | | | | | | | | | |
|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| No. 25 | No. 26 | No. 27 | No. 28 | No. 29 | No. 30 | No. 31 | No. 32 | No. 33 | No. 34 |
| <u>1</u> | <u>2</u> | <u>3</u> | <u>4</u> | <u>5</u> | <u>6</u> | <u>7</u> | <u>8</u> | <u>9</u> | <u>0</u> |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 0 |

Width of character 6 points or .0833



VERTICAL LEADERS

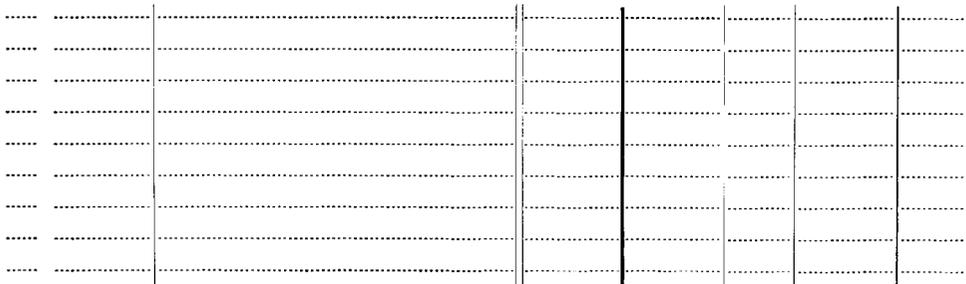
Blank ruled forms of any size can be composed easily on the Linotype by the use of leader matrices punched vertically (|) instead of horizontally (.....). The production of these forms is simply a matter of recasting. Determine the exact amount of space required between the horizontal leader lines, set a single line of matrices with the vertical leaders, properly spaced, and recast a sufficient number of slugs to fill the required space. Brass rules can be easily inserted between the slugs where desired.

Vertical leaders are made in two sizes, 6 and 12 point. The 6 point size can be had in two strokes, four strokes, and four dots, while the 12 point size is available with four or six dots, and two, four, or six strokes.

The width of columns is regulated by the number of slugs used. Where 6 point slugs are used, the column widths, or distance between down rules, will be multiples of 6 point and with 12 point, multiples of 12 point. Spacing between horizontal rule or leader lines may be varied to suit any requirement.

When ordering vertical leader matrices, specify the point size and style desired. The matrices are all made on a uniform setwise size of .0553, or 4 points.

The accompanying specimen shows how the matrices are used. The first line being opened up to make the illustration clear.



GERRARD MORGAN & COMPANY

Manufacturers of

HIGHEST QUALITY DRESS GOODS

LITTLE ROCK, ARKANSAS

Shipped by.....

Date..... 19.....

| NO. | CODE WORD | NAME AND ADDRESS OF BUYER | GRADE | | | STOCK NO. | SHIPPED VIA |
|-----|-----------|---------------------------|-------|---|---|-----------|-------------|
| | | | A | B | C | | |
| 1 | | | | | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| 11 | | | | | | | |
| 12 | | | | | | | |
| 13 | | | | | | | |
| 14 | | | | | | | |
| 15 | | | | | | | |
| 16 | | | | | | | |
| 17 | | | | | | | |
| 18 | | | | | | | |
| 19 | | | | | | | |
| 20 | | | | | | | |
| 21 | | | | | | | |

For Office Record Only
SALESMAN'S QUOTATION

Customer.....

Street Address.....

City or Town.....

| Quantity | Description | Price |
|----------|-------------|-------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Remarks.....

Ship via.....

Order No...... *Date*.....

Salesman.....

SPECIFICATIONS

ABOVE—Set with 18 point Box and Rule Matrices Nos. 1, 5, 6, 7, 8, 22 and 23 and 6 point Matrix No. 8. Horizontal rules are brass. 18 point Special Figures with overline, as shown on page 3, were used for line numbers. Type: 6, 8, 10, 12 and 18 point Benedictine.

RIGHT—Set with 12 point Box and Rule Matrices Nos. 1, 3, 5, 7, 22 and 23. Horizontal rules cast from 2 point Matrix Slide No. 301. Type: 6, 8, 12 and 18 point Bodoni.

A. B. C. RAILROAD COMPANY MANIFEST OF GRAIN DELIVERED

A. B. C. Elevator, Cobalt St., Pier, 19.....

| NO. | NAME OF BOAT | HATCH | BUSHELS | GRAIN | ACCOUNT | REMARKS |
|-----|--------------|-------|---------|-------|---------|---------|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| 11 | | | | | | |
| 12 | | | | | | |
| 13 | | | | | | |
| 14 | | | | | | |
| 15 | | | | | | |
| 16 | | | | | | |
| 17 | | | | | | |
| 18 | | | | | | |

SPECIFICATIONS

Set with 18 point Box and Rule Matrices Nos. 1, 1a, 5, 6, 7, 8, 8a, 22 and 23 and 6 point Matrix No. 8. Horizontal rules are brass. 18 point Special Figures with overline, as shown on page 3, were used for line numbers. Type: 6, 10, 12, and 18 point Bodoni.

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