Subject: Teletype School Of Maintenance Training

As a service to our customers, Teletype Corporation operates a tuition-free school offering instruction in the maintenance of the various Teletype apparatus units. Customers who maintain their own Teletype facilities are invited to send their maintenance personnel for the courses provided.

Classes are given on a regular schedule throughout the year. Students are graded, and a report on their performance is furnished to the customer. There is a three-week course on 14, 15, and 19 Type equipment, and a two-week course on 28 Type apparatus. In general, the courses cover:

2. Adjustments and lubrication.
3. Disassembling and reassembling of principal assemblies.
4. Trouble shooting. (The instructor introduces troubles into the equipment that may occur in the field; the student is required to locate and correct these troubles.)

The school has been moved to new and enlarged quarters at 201 N. Wells Street in Chicago's Loop, convenient to hotels and restaurants. Sessions are from 8 A.M. to 4:45 P.M., Monday through Friday, with an hour for lunch (12:00 to 1:00). It is essential that students begin the course at the start of their class period; if the trainee fails to report by noon of the starting day, enrollment is automatically cancelled. Customers planning to send students to the school can make the necessary arrangements by contacting:

Mr. R. S. Graves, Supervisor
School of Maintenance Training
Teletype Corporation
201 N. Wells Street
Chicago 6, Illinois

Enrollment should be made approximately sixty days prior to the starting date of the class desired. Hotel reservations should be arranged by the customer or the student himself. Class schedules for the two courses regularly programmed are attached.

From time to time special courses are given in equipment not regularly covered. If you have requirements for such unprogrammed instruction, will you please contact Mr. Graves for further information.

Yours very truly

[Signature]

Supervisor, Equipment Sales

1907 1957
50 YEARS OF LEADERSHIP
TELETYPE MODEL 14, 15 AND 19 TRAINING CLASS
Three-Week Course

CLASSES SCHEDULED FOR 1957

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SUBJECT MATTER

Welcome and General Discussion
Model 14 Tape Perforator (GPE) – Description, Circuits and Adjustments 2 Hrs.
Model 14 Nontyping Reperforator (RPE) – Description, Circuits and Adjustments 4 Hrs.
Model 14 Transmitter Distributor (XD) – Description, Circuits and Adjustments 7 Hrs.
Model 15 Perforator Transmitter (PEX) – Description, Circuits and Adjustments 10 Hrs.
Model 14 Typing Reperforation (FPR) – Description, Circuits and Adjustments 18 Hrs.
Model 15 Printer Set (BP, BB and BK) –
  Theory of Operation 12 Hrs.
  Adjustments 32 Hrs.
  Disassembling and Reassembling of Principal Assemblies 3 Hrs.
  Circuits 2 Hrs.
  Trouble Shooting 16 Hrs.
Line Relays – General Discussion and Adjustments 1 Hr.
Range–Bias 1 Hr.
Distortion Test Set (DXD) – Description, Theory and Operation 2 Hrs.
Model 19 Set 2 Hrs.

116 Hrs. (15 Days)
TELETYPING MODEL 28 TRAINING CLASS
Two-Week Course

CLASSES SCHEDULED FOR 1957

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SUBJECT MATTER

Welcome and General Discussion  
Model 28 Keyboard (L.K) –  
   Description and Theory of Operation  
   Disassembling and Reassembling  
   Adjustments and Circuits

Model 28 Printer (LP) –  
   Description and Theory of Operation  
   Disassembling and Reassembling  
   Adjustments

Range-Bias and Circuits  
Printer Trouble Shooting

(Approx. Time)

Welcome and General Discussion  
Model 28 Keyboard (L.K) –  
   Description and Theory of Operation  
   Disassembling and Reassembling  
   Adjustments and Circuits

Model 28 Printer (LP) –  
   Description and Theory of Operation  
   Disassembling and Reassembling  
   Adjustments

Range-Bias and Circuits  
Printer Trouble Shooting

16 Hrs.  
78 Hrs.  
(10 Days)