

**Illustrated Instructions For  
Changing M15 and M20 Teletype Gears**

**THE ASSOCIATED PRESS**

50 ROCKEFELLER PLAZA  
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Dear Broadcast Members:

We need your help. It will benefit both of us.

Transmission of news over the broadcast circuit is being accelerated early in 1970 to provide radio and television members with an increased amount of national and state coverage. We can make the adjustments on the transmission end, but sincerely need your assistance on the receiving end.

We would require more than 3,000 maintenance men, one in each member station, at a pre-arranged date if the staff made all the changes necessary to increase your flow of news.

Information on how we are asking member stations to cooperate is found on the following pages. Traffic Bureau Chiefs and Maintenance technicians will be available to answer questions at your bureau.

Please make sure that someone on your staff is designated as responsible for the changeover and let your AP Bureau TBC know his name.

You will be given the date and time later. Thanks for your cooperation. We look forward to furnishing you not only with more news, but cleaner and crisper copy once the new system has been shaken down.

Sincerely,



brk

#### **Technical Foreword:**

This entire brochure should be previewed before the actual gear changing procedure is attempted. There may be a few minor differences in the equipment used for illustration as compared to that which is at the member location but they will in no way be involved in the gear-changing procedure.

The instructions herein were designed to enable an individual with little technical training or experience to perform the task of changing teletype gears with a minimum of difficulty. The photographs replace wordy descriptions and as few technical terms as possible are used.

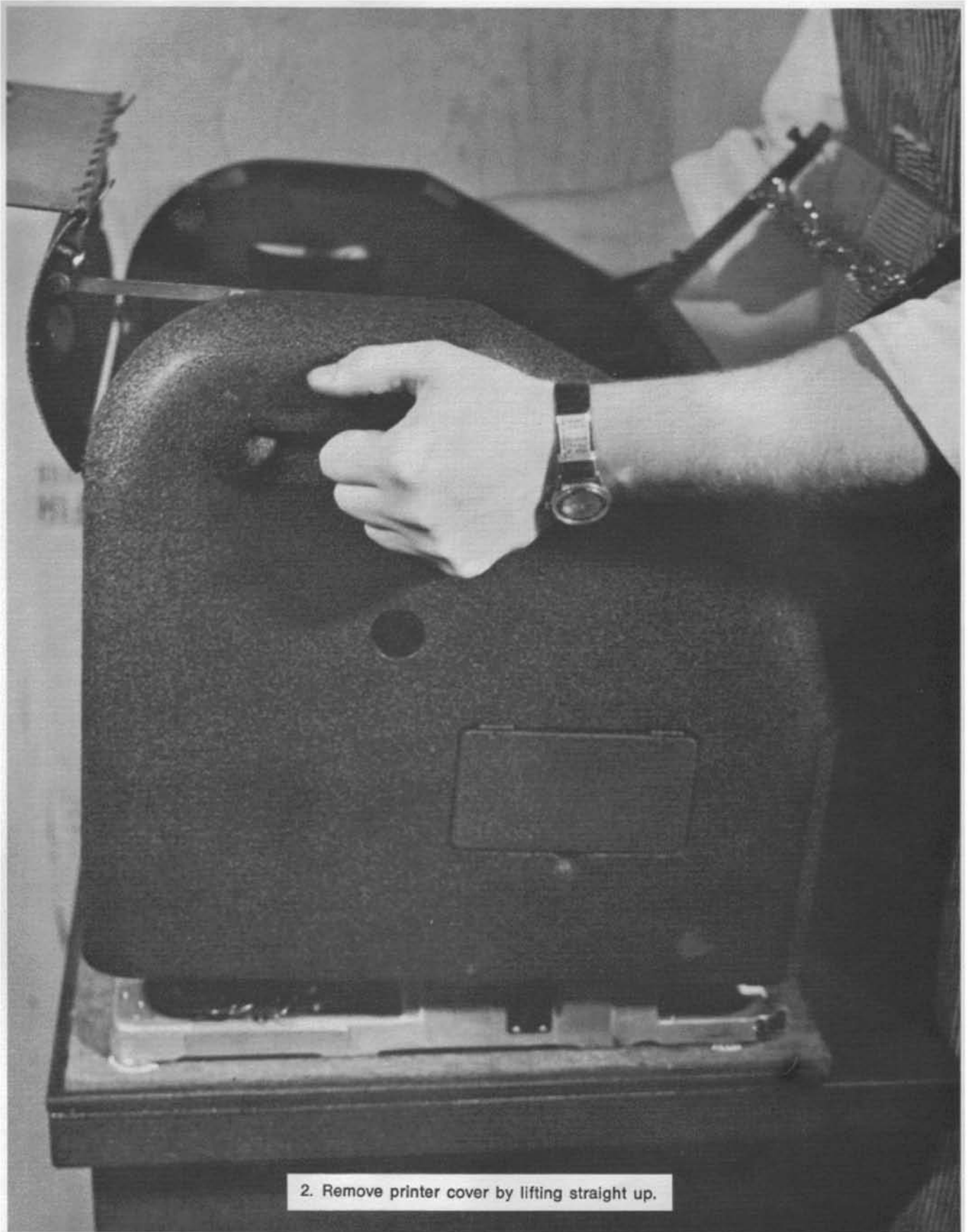
It is very important that the photographs be closely observed to locate parts in relation to each other and the method of handling the various components.

#### **Items Needed**

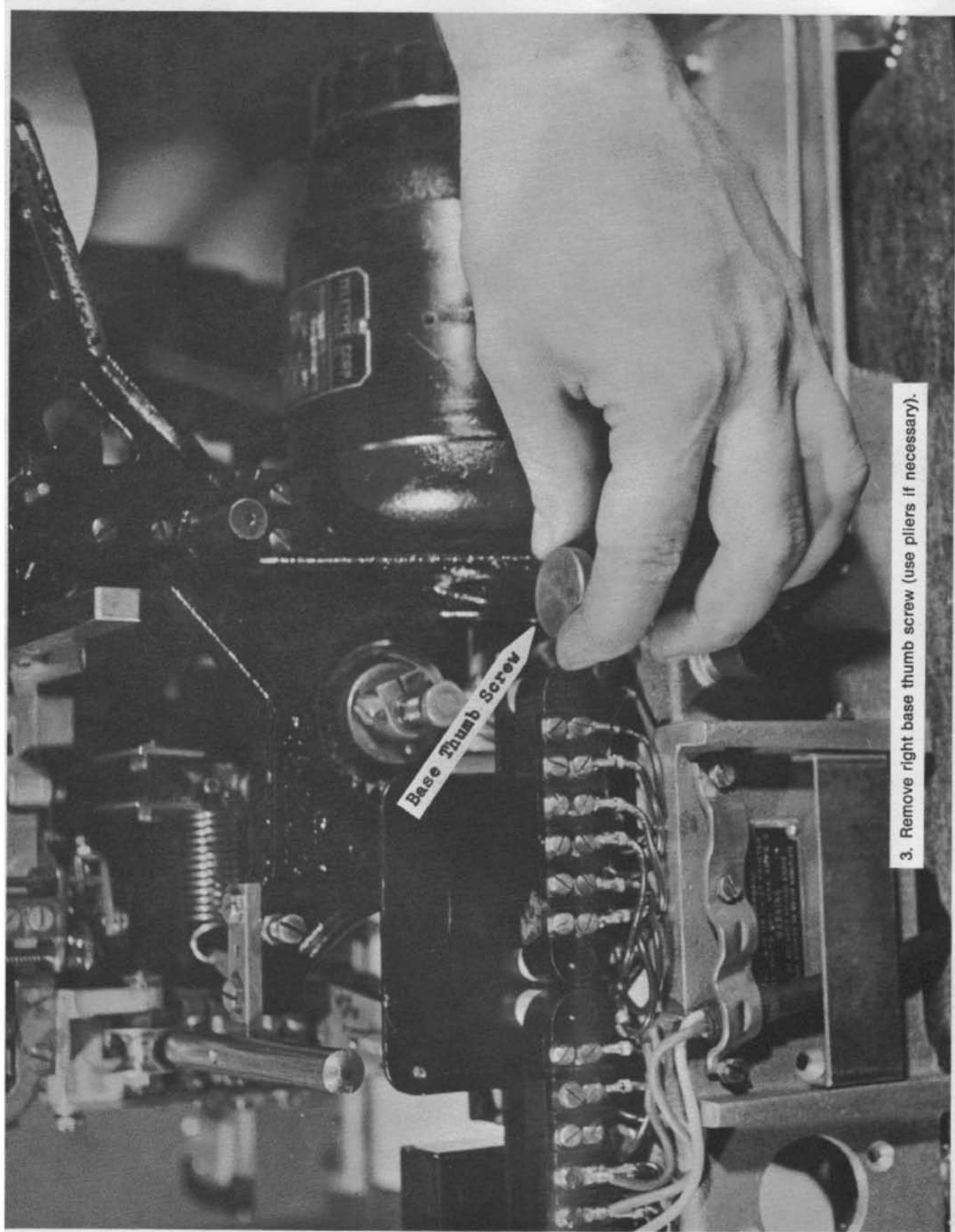
- One medium size screwdriver
- One 5 '16' open-end wrench
- One pair of pliers
- One set of gears
- Oil or grease



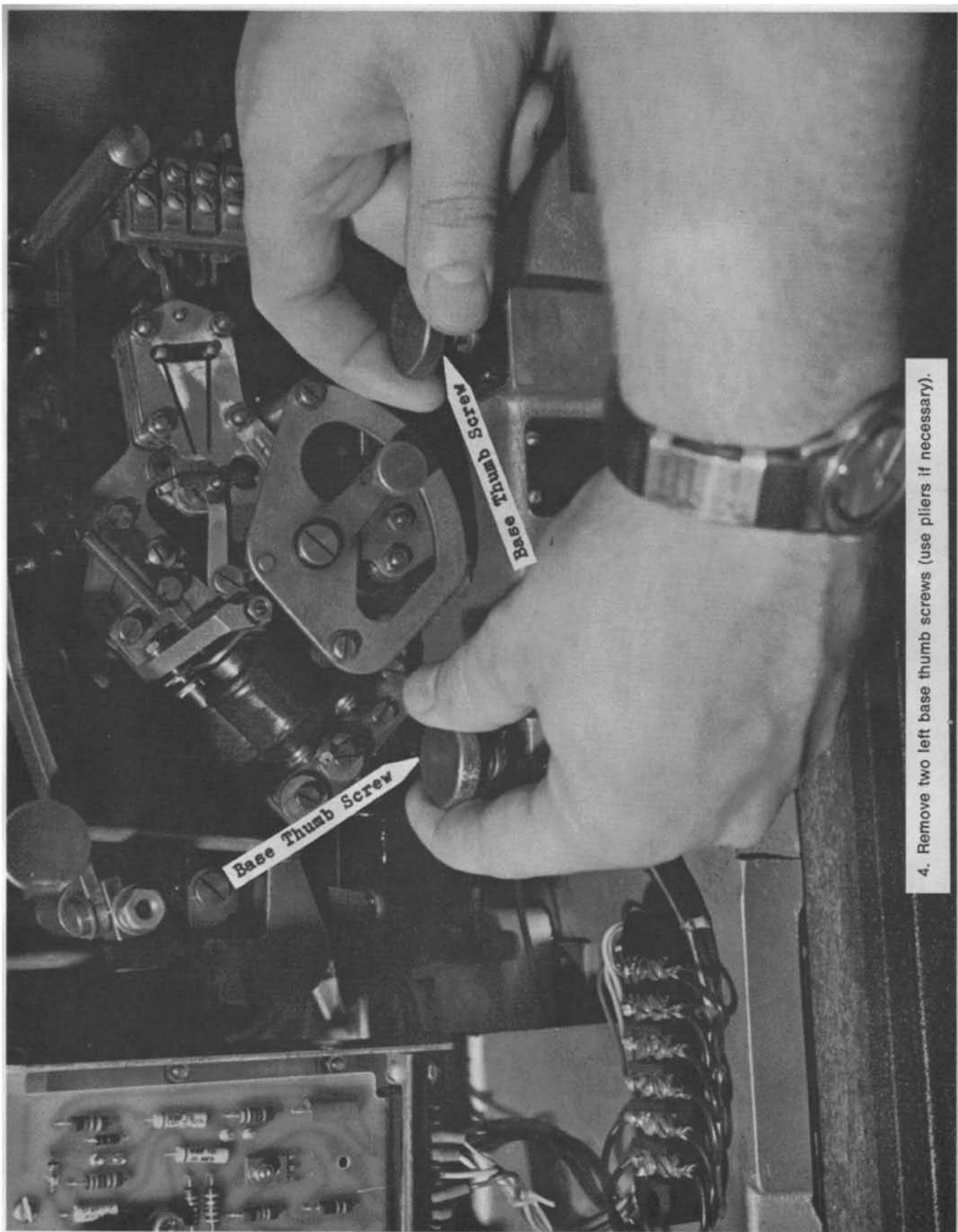
1. (a) Turn off printer power switch.  
(b) Remove platen crank by grasping it as shown and pulling straight away from printer cover.



2. Remove printer cover by lifting straight up.

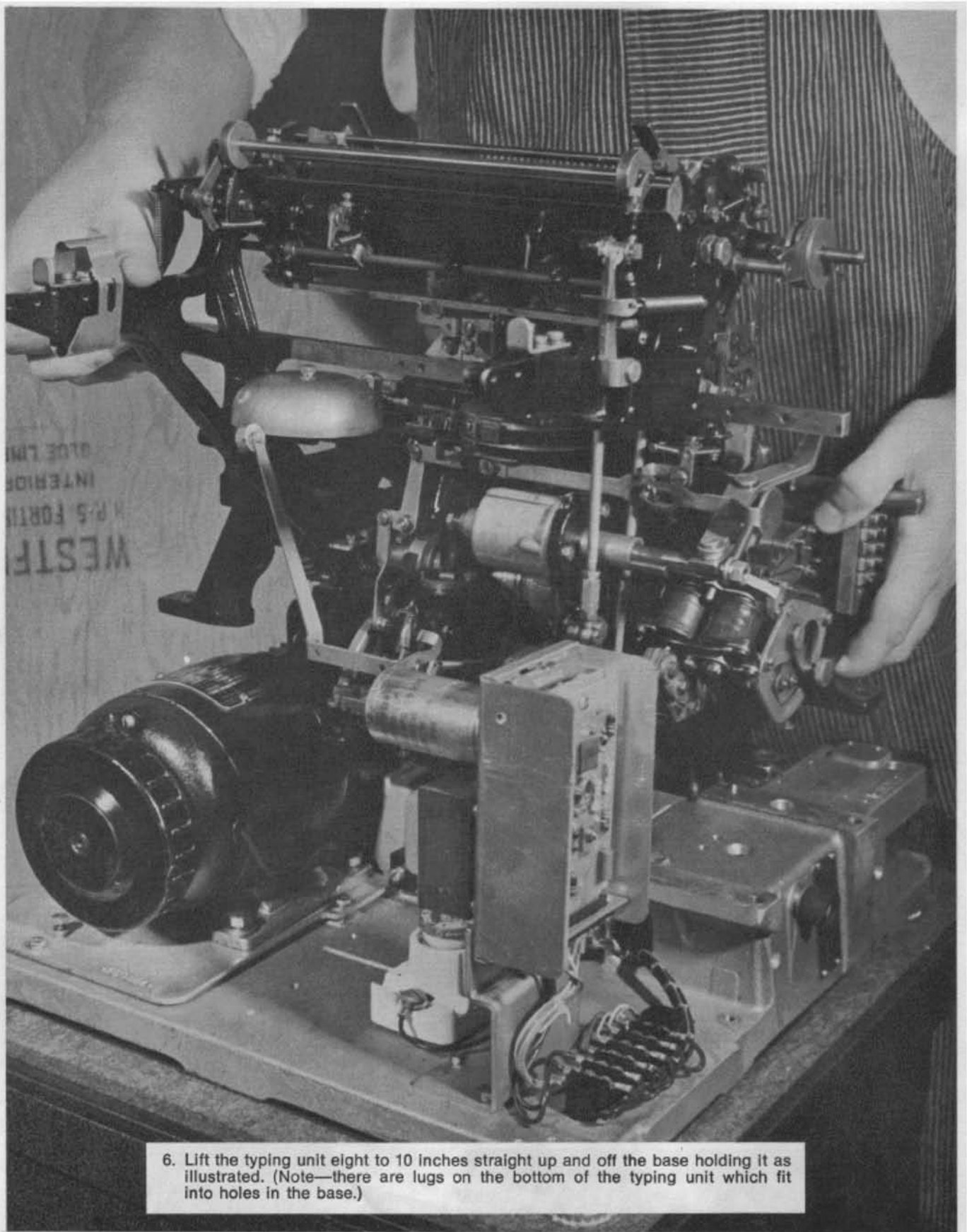


3. Remove right base thumb screw (use pliers if necessary).



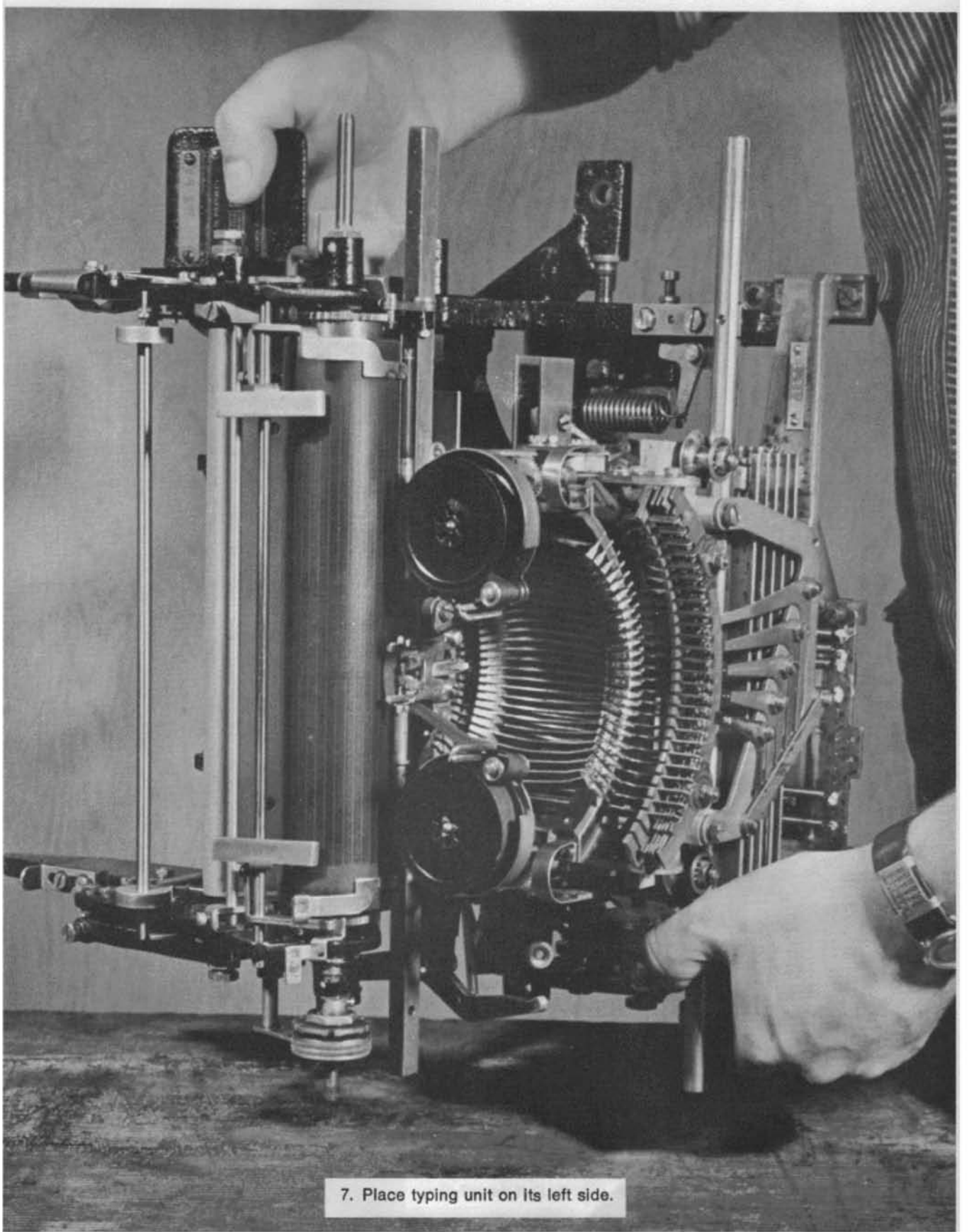
4. Remove two left base thumb screws (use pliers if necessary).



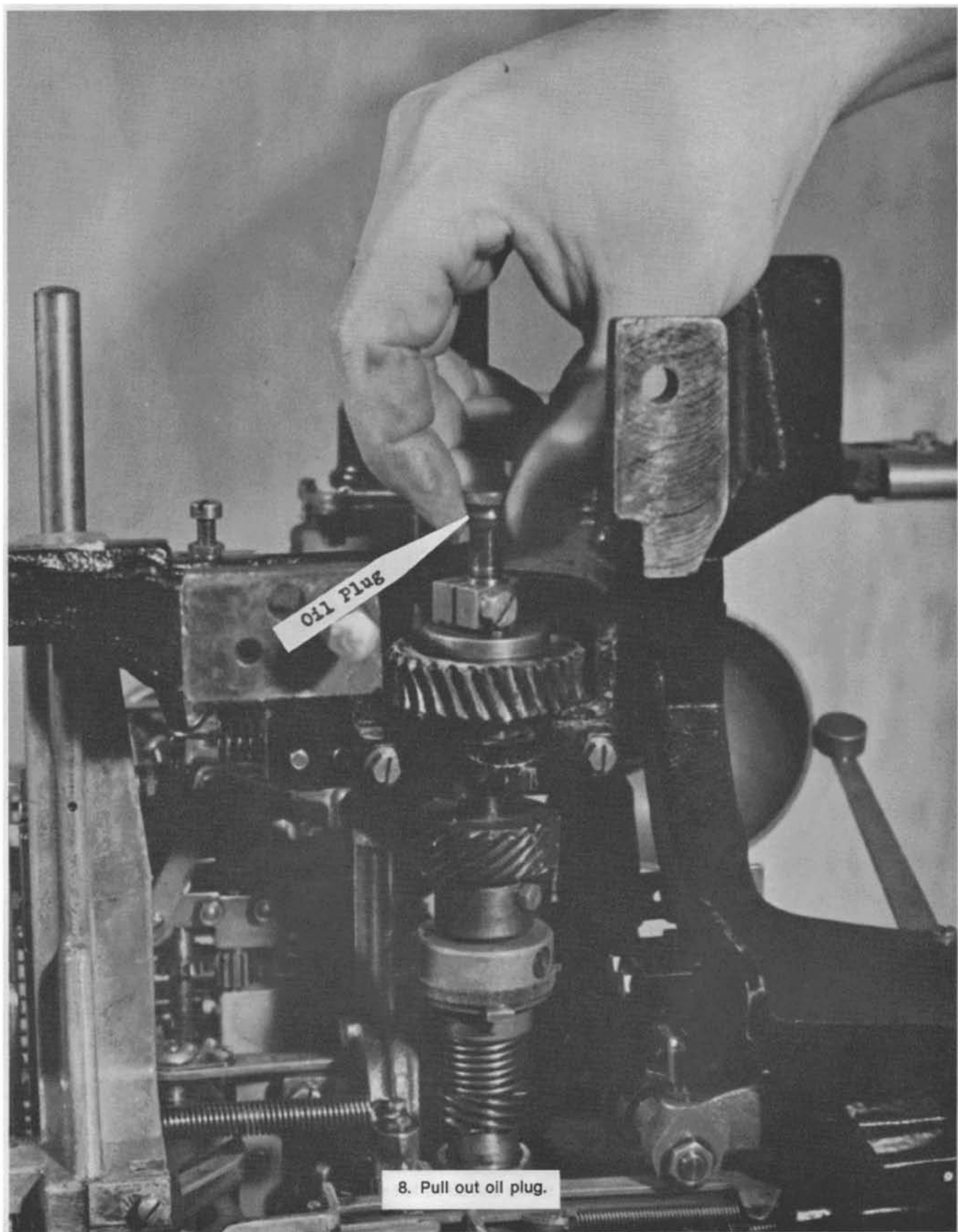


6. Lift the typing unit eight to 10 inches straight up and off the base holding it as illustrated. (Note—there are lugs on the bottom of the typing unit which fit into holes in the base.)

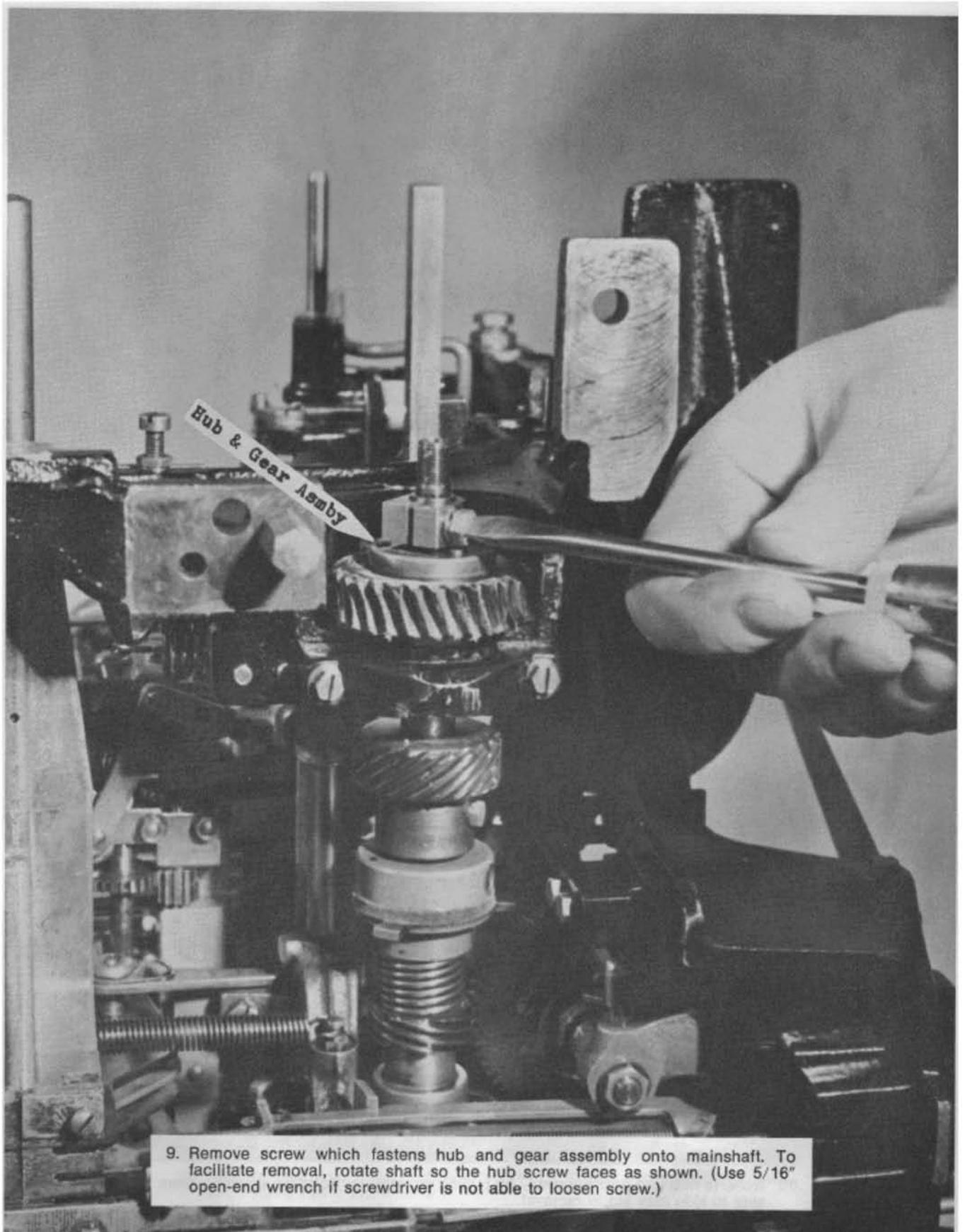




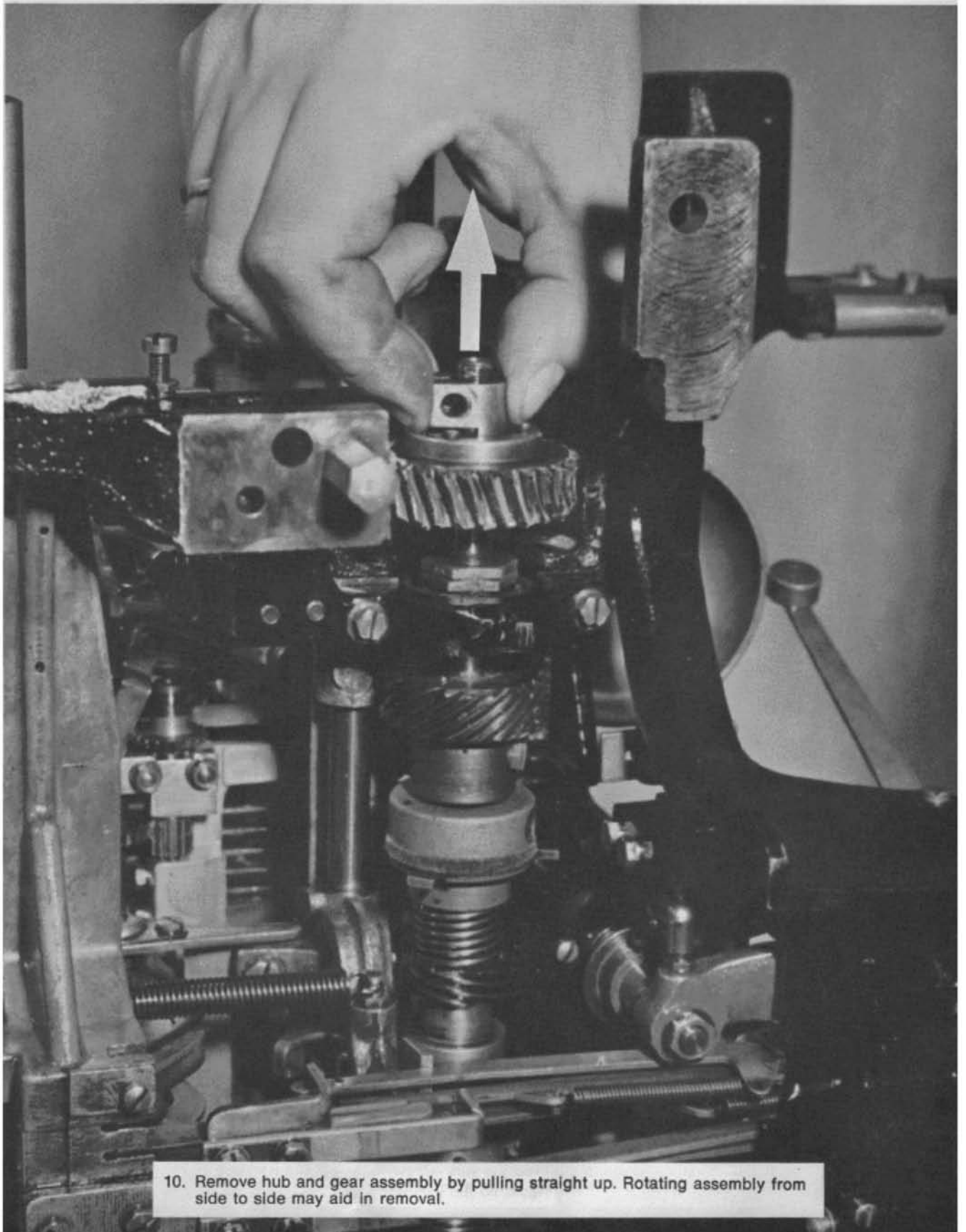
7. Place typing unit on its left side.



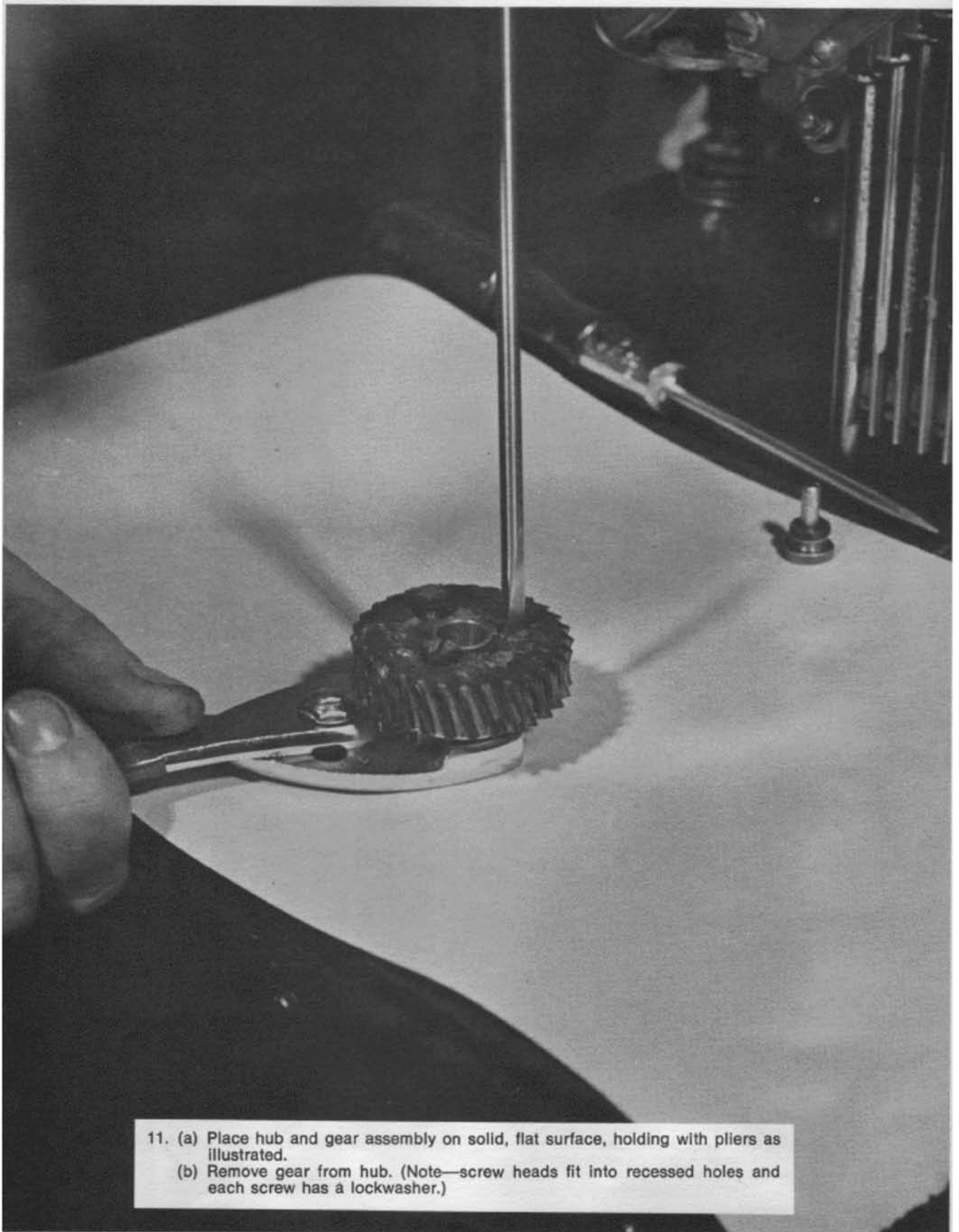
8. Pull out oil plug.



9. Remove screw which fastens hub and gear assembly onto mainshaft. To facilitate removal, rotate shaft so the hub screw faces as shown. (Use 5/16" open-end wrench if screwdriver is not able to loosen screw.)

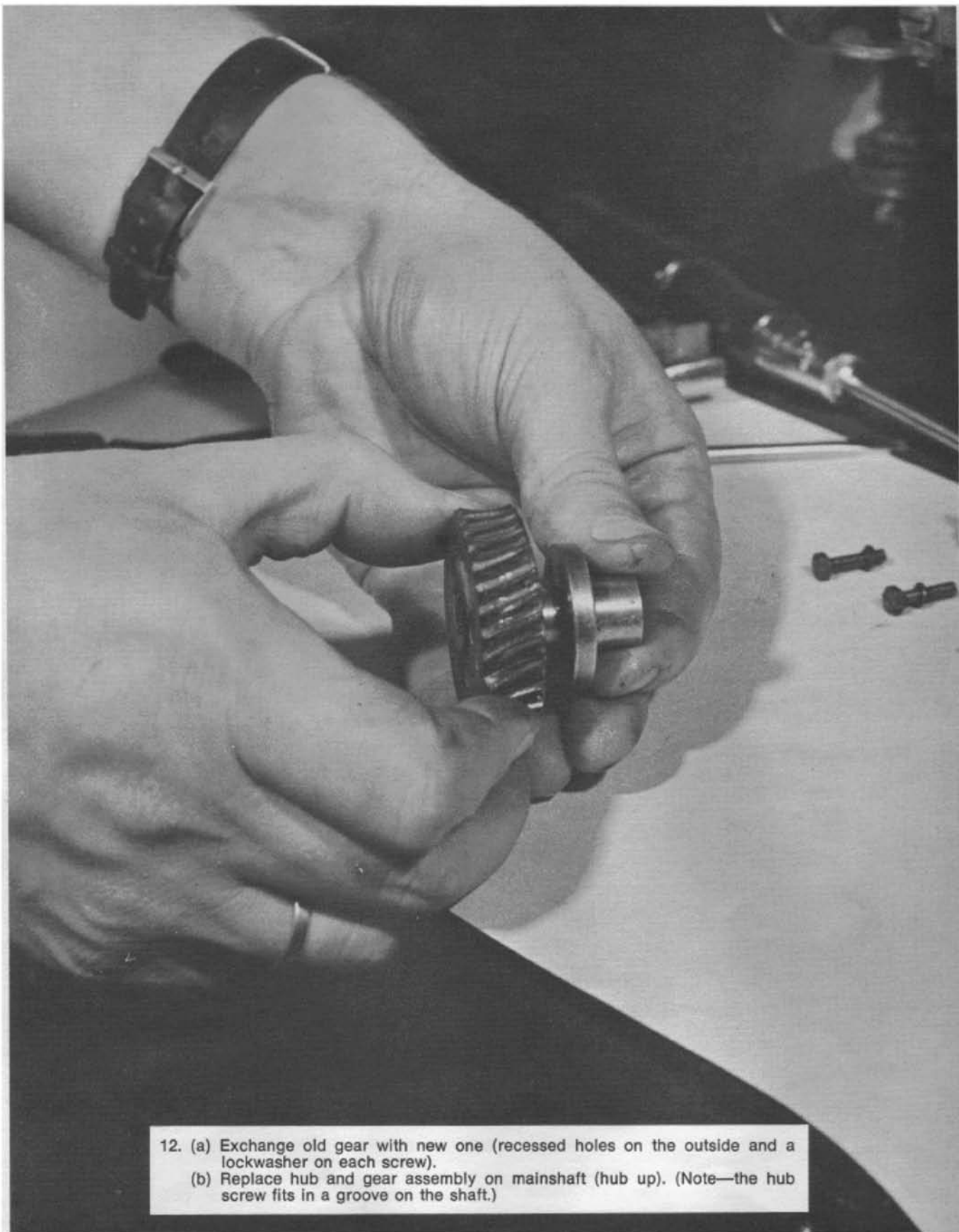


10. Remove hub and gear assembly by pulling straight up. Rotating assembly from side to side may aid in removal.

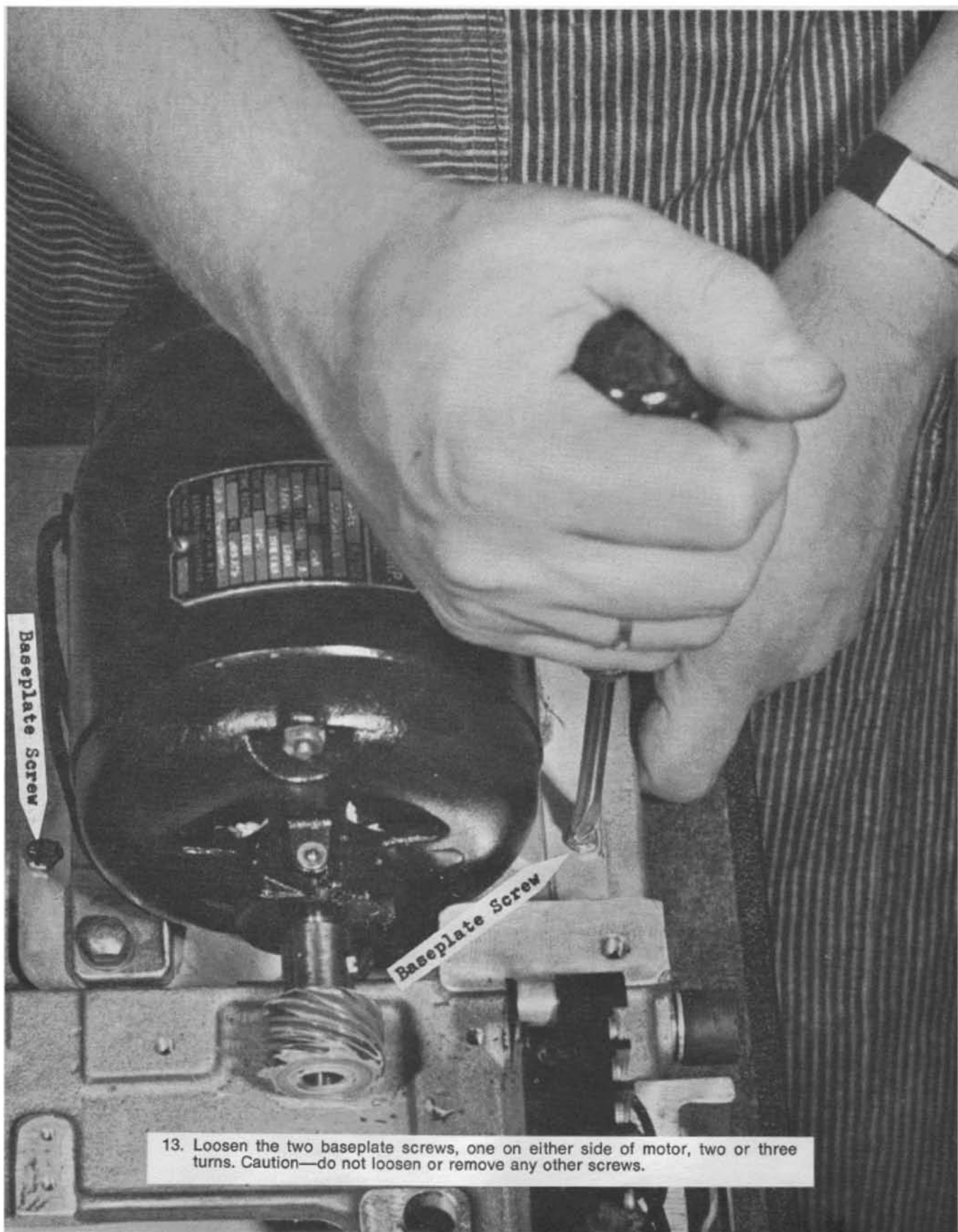


11. (a) Place hub and gear assembly on solid, flat surface, holding with pliers as illustrated.  
(b) Remove gear from hub. (Note—screw heads fit into recessed holes and each screw has a lockwasher.)



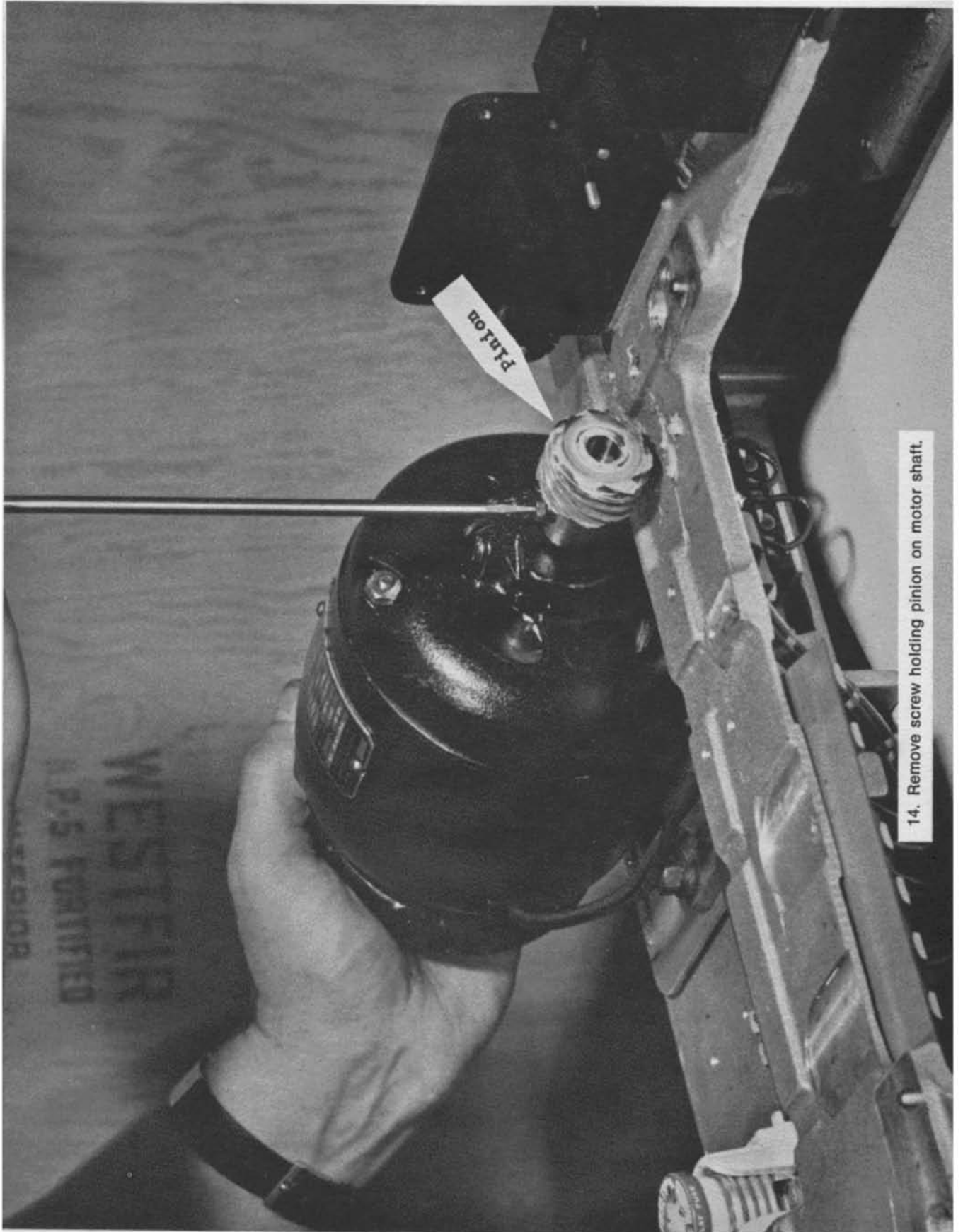


12. (a) Exchange old gear with new one (recessed holes on the outside and a lockwasher on each screw).  
(b) Replace hub and gear assembly on mainshaft (hub up). (Note—the hub screw fits in a groove on the shaft.)

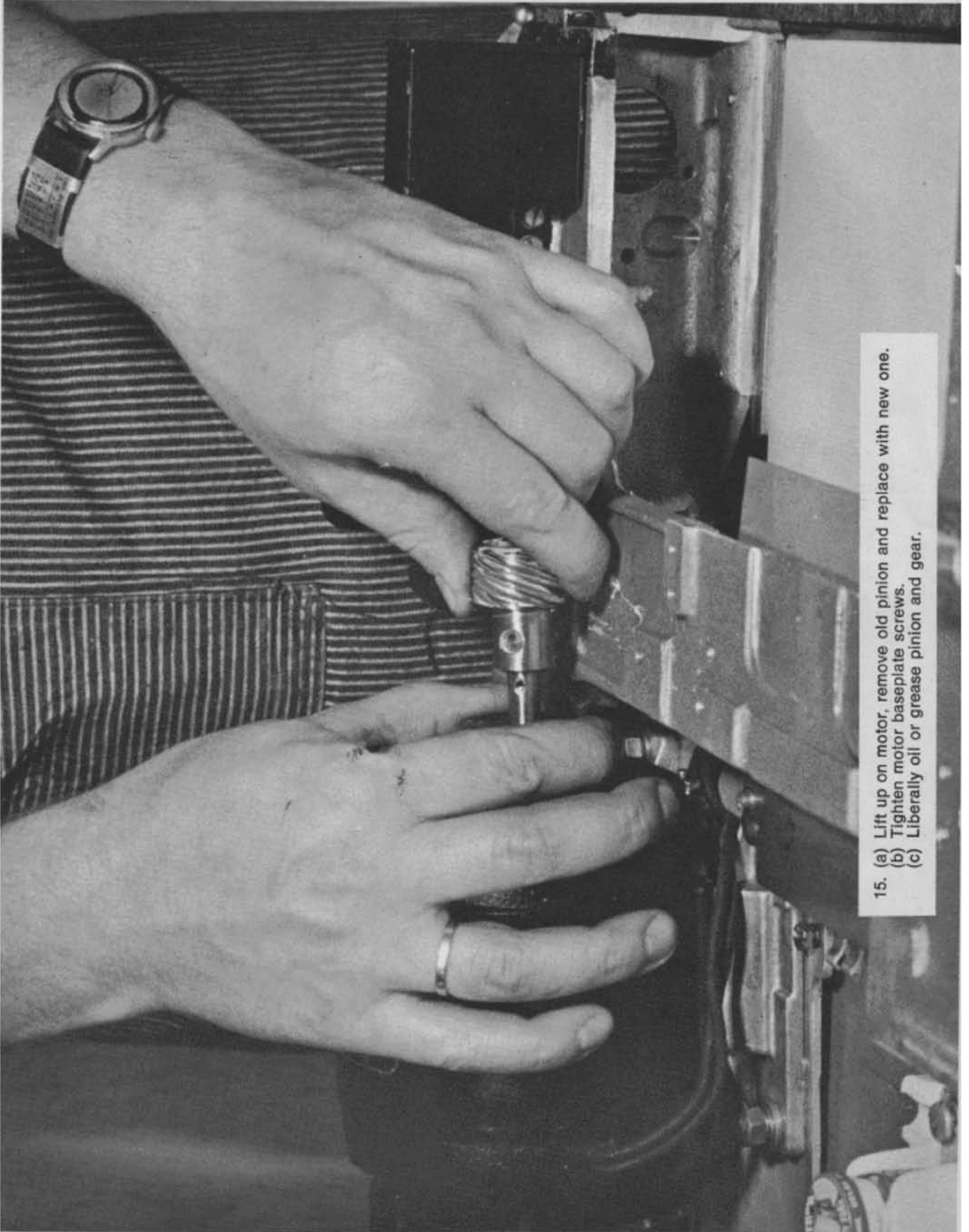


13. Loosen the two baseplate screws, one on either side of motor, two or three turns. Caution—do not loosen or remove any other screws.

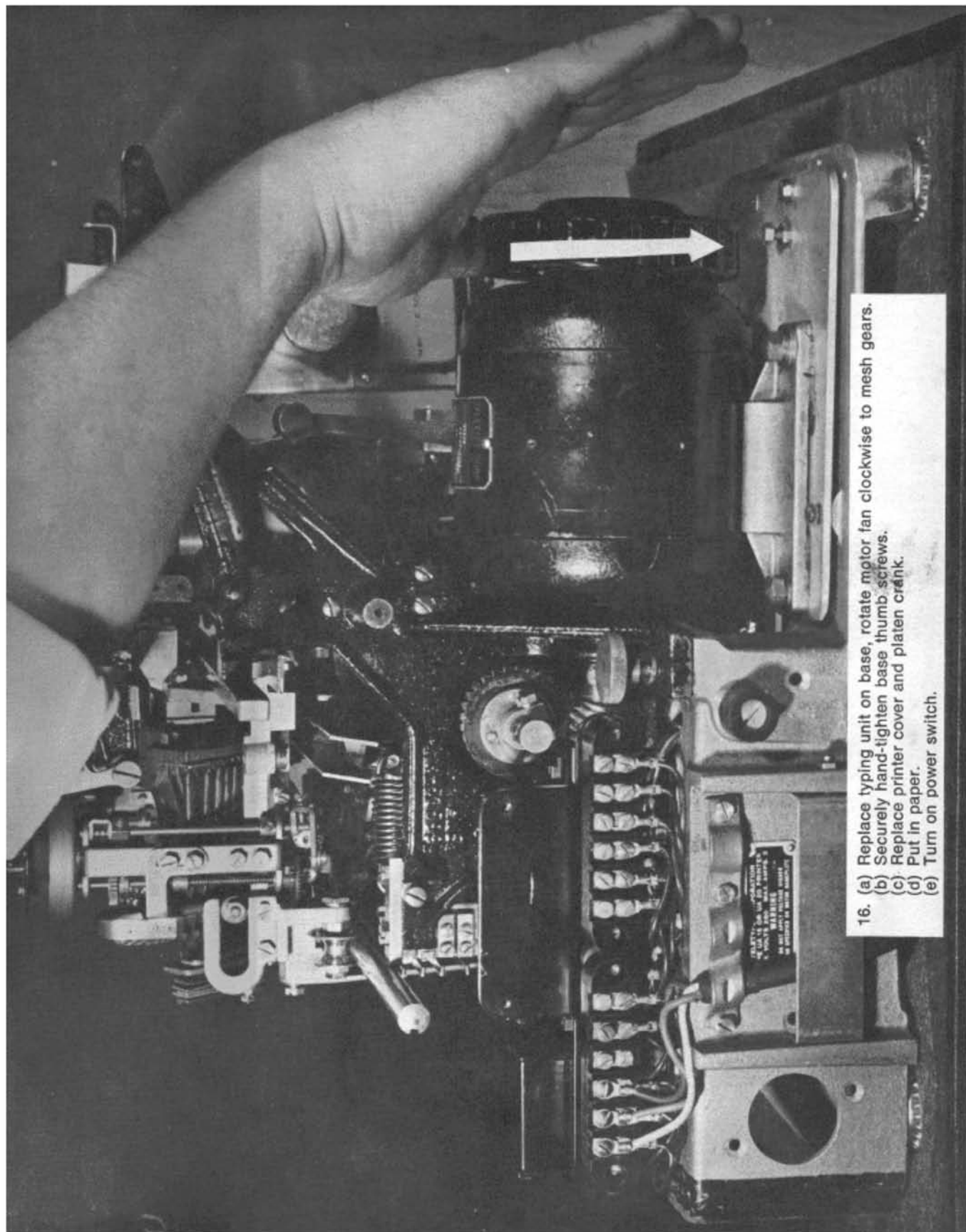




14. Remove screw holding pinion on motor shaft.



15. (a) Lift up on motor, remove old pinion and replace with new one.  
(b) Tighten motor baseplate screws.  
(c) Liberally oil or grease pinion and gear.



16. (a) Replace typing unit on base, rotate motor fan clockwise to mesh gears.  
(b) Securely hand-tighten base thumb screws.  
(c) Replace printer cover and platen crank.  
(d) Put in paper.  
(e) Turn on power switch.