

SHARP®

• For Service call 1 (800) 447-4700
• For Supplies or Accessories
contact your local Sharp Dealer,
Retailer or call 1 (800) 642-2122

PORTABLE ELECTRONIC INTELLIWRITER

MODEL
PA-3000

OPERATION MANUAL



This equipment generates and uses radio frequency energy and if not installed and used properly, that is, in strict accordance with the manufacturer's instructions, may cause interference to radio and television reception. It has been type tested and found to comply with the limits for a Class B computing device in accordance with the specifications in Subpart J of Part 15 of FCC Rules, which are designed to provide reasonable protection against such interference in a residential installation. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient the receiving antenna
- Relocate the typewriter with respect to the receiver
- Move the typewriter away from the receiver
- Plug the typewriter into a different outlet so that the typewriter and the receiver are on different branch circuits.

If necessary, the user should consult the dealer or an experienced radio/television technician for additional suggestions. The user may find the following booklet prepared by the Federal Communications Commission helpful:

"How to Identify and Resolve Radio-TV Interference Problems"

This booklet is available from the U.S. Government Printing Office,
Washington, D.C., 20402,
Stock No. 004-000-00345-4.
BILLING CODE 6712-01-M

LIMITED WARRANTY

Sharp Electronics Corporation warrants to the first consumer purchaser, for a period of 90 days from the date of purchase, that this electronic typewriter (the "Product"), when shipped in its original container, will be free from defective workmanship and materials, and agrees that it will, at its option, either repair the defect or replace the defective Product or part thereof at no charge to the purchaser for parts or for labor. This warranty continues for an additional nine months, for a total of one year, for parts; labor and service are not provided free of charge for this additional period.

This warranty does not apply to any appearance items of the Product, any consumable items such as ribbons, correction tapes or printwheels supplied with the Product or to any equipment or any hardware, software, firmware, power cords, motors, covers, rubber parts, or peripherals other than the Product. This warranty does not apply to any Product the exterior of which has been damaged or defaced, which has been subjected to misuse, abnormal service or handling, or which has been altered or modified in design, construction or interfacing.

In order to enforce the rights under this limited warranty, the purchaser should mail, ship or carry the Product, together with proof of purchase, to a Sharp Authorized Business Equipment Repair Station (S.A.B.E.R.S.) or Sharp Service Center in the United States. To find out the nearest service location, see inside rear cover of this manual. This warranty does not apply to any product purchased outside of the United States, its territories, or possessions.

The limited warranty described above is in addition to whatever implied warranties may be granted to purchasers by law. To the extent permitted by applicable law, ALL IMPLIED WARRANTIES INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR USE ARE LIMITED TO THE PERIOD FROM THE DATE OF PURCHASE SET FORTH ABOVE. Some states do not allow limitations on how long an implied warranty lasts, so the above limitations may not apply to you.

Neither the sales personnel of the seller nor any other person is authorized to make any warranties other than those described above, or to extend the duration of any warranties beyond the time period described above on behalf of Sharp Electronics Corporation.

The warranties described above shall be the sole and exclusive remedy available to the purchaser. Correction of defects, in the manner and for the period of time described above, shall constitute complete fulfillment of all liabilities and responsibilities of Sharp Electronics Corporation to the purchaser with respect to the Product, and shall constitute full satisfaction of all claims, whether based on contract, negligence, strict liability or otherwise. In no event shall Sharp Electronics Corporation be liable, or in any way responsible, for any damages or defects in the Product which were caused by repairs or attempted repairs performed by anyone other than a Sharp Authorized Business Equipment Repair Station or a Sharp Service Center technician. Nor shall Sharp Electronics Corporation be liable or in any way responsible for any incidental or consequential economic or property damage. Some states do not allow the exclusion of incidental or consequential damages, so the above exclusion may not apply to you.

THIS WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS. YOU MAY ALSO HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE.

SHARP ELECTRONICS CORPORATION

SHARP PLAZA,
MAHWAH, NEW JERSEY 07430-2135

FOR YOUR RECORDS

Please record below the model number and serial number for easy reference in case of loss or theft. These numbers can be found on the plate at the bottom of the unit. Also record below the date and place of purchase.

Model Number _____ Serial Number _____

Date of Purchase _____ Place of Purchase _____

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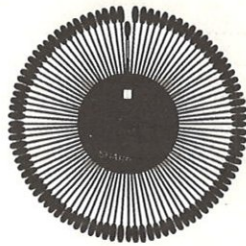
1 INTRODUCTION

Congratulations on purchasing the SHARP PA-3000 Portable Electronic Intelliwriter. We are sure you will be pleased with its many unique and convenient features, such as automatic underlining and automatic boldface. Despite these advanced features, you will be pleasantly surprised at how easy your typewriter is to use, because SHARP technology has made the Intelliwriter truly "intelligent".

ACCESSORIES INCLUDED

You will find the following accessories included with your new typewriter.

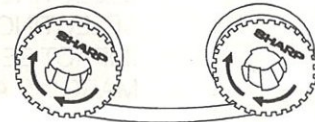
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Printwheel



Ribbon Cartridge



Correction Tape

Note: Remove the shipping fastener before using the ribbon cartridge.

The GETTING STARTED section of this manual will instruct you on how to remove the packing rod and insert the supplies.

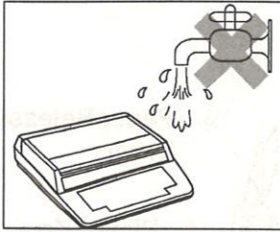
SUPPLIES AND OPTIONAL ACCESSORIES

For further information on supplies and optional accessories, contact the retailer where you purchased your typewriter.

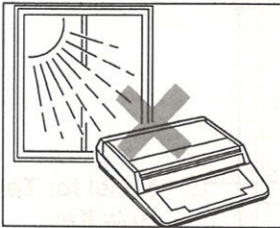
<u>Product</u>	<u>Parts Code</u>
Correctable Carbon Film Ribbon (dual pack)	ZX-3CS2
Lift-off Correction Tape (dual pack)	ZX-4LF
Prestige Elite 12 Printwheel	ZX-9020H
Cubic 10/12 Printwheel	ZX-9046H
Courier 10 Printwheel	ZX-9176H
Script 12 Printwheel	ZX-9032H

PRECAUTIONS ON USE

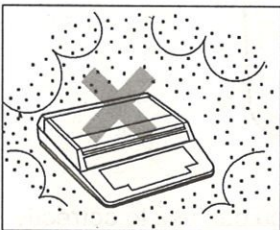
Your typewriter will provide years of problem-free use if you observe these few important precautions:



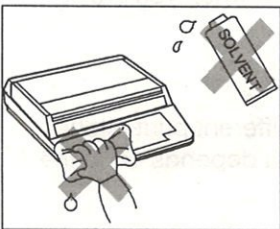
Do not splash, spray, or drip water or other liquids (including spray cleaner) on the typewriter.



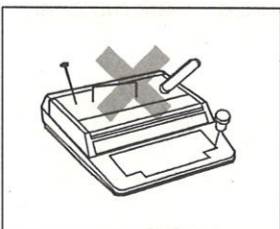
Do not expose the typewriter to temperatures over 140°F (60°C). It should not be placed in direct sunlight, in a closed vehicle on a warm day, or near a heater.



Do not use or store the typewriter in a dusty or humid place.



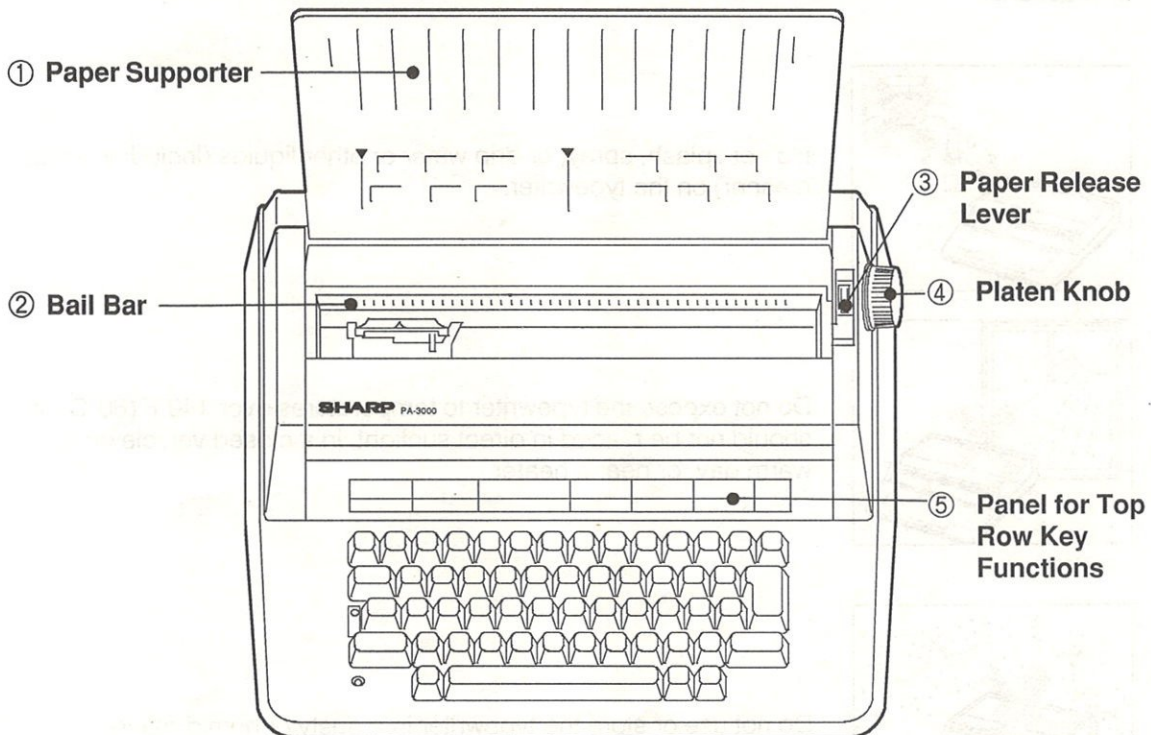
Do not use solvents or harsh cleaners to clean the typewriter. Use a clean, dry cloth to wipe the surface gently.



Paper clips and staples can damage the typewriter. Do not insert paper that has any type of fastener still attached.

PART NAMES AND FUNCTIONS

Before you begin, take the time to familiarize yourself with the parts of the typewriter and their functions.



① **Paper Supporter**

This supports the paper being inserted. It has a convenient scale you can use to correctly and consistently position the paper. Close the supporter (toward you) when you are finished with the typewriter.

② **Bail Bar**

Holds paper firmly against the platen. The two scales indicate the different print pitches – 10 and 12. This represents the number of characters per inch, which depends upon the width of the letters on your printwheel.

③ **Paper Release Lever**

When pressed back, releases pressure on the paper for fine alignment or quick removal. Remember to pull the lever forward before typing.

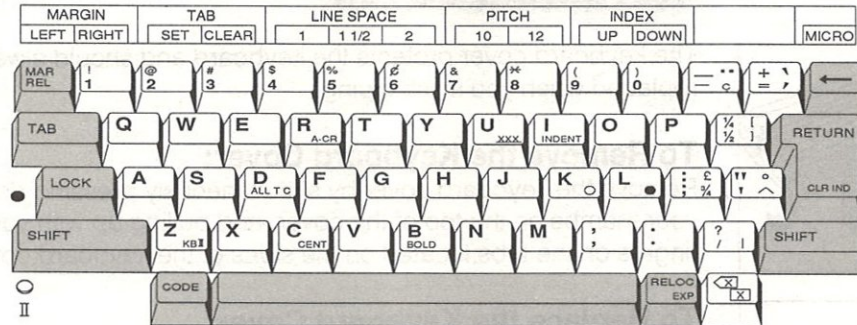
④ **Platen Knob**

Use this knob to manually move the inserted paper up or down.

⑤ **Panel for Top Row Key Functions**

This panel designates which top row keys to use in conjunction with the **CODE** key to activate special functions.

KEYBOARD AT A GLANCE



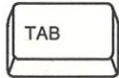
SPECIAL KEY



CODE

Used in conjunction with function keys to activate additional functions.

MOVEMENT KEYS



TAB

Moves carrier to next tab stop.



RELOCATE

Returns carrier to next printing position.

EXPRESS

Returns carrier directly to the left margin.



RETURN

Returns carrier to the left margin or Indent point and moves paper up according to the Line Space setting.



BACKSPACE

Moves carrier left one space. When held, moves continuously until released, or the left margin is reached.

MICRO BACKSPACE

Moves carrier left 1/60 inch.



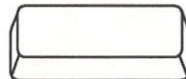
INDEX UP

Moves the paper 1/2 line up.



INDEX DOWN

Moves the paper 1/2 line down.



SPACE BAR

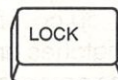
Moves carrier right one space. When held, moves continuously until released, or the right margin is reached.

OTHER KEYS



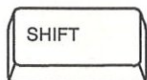
MARGIN RELEASE

Allows carrier to move beyond margin settings.



SHIFT LOCK

Locks shift in upper case. (for capital letters and alternate characters.)



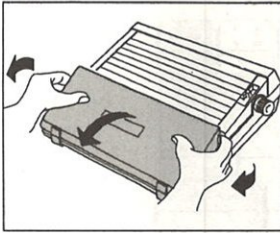
SHIFT (one key on either side)

Shifts to upper case.

- Note:**
1. The functions in bordered areas are used in conjunction with the **CODE** key.
 2. You will find the functions of other keys explained throughout this manual.
 3. All character keys (except the accent keys) are self-repeat keys.

2 GETTING STARTED

KEYBOARD COVER



The keyboard cover protects the keyboard and should always be replaced when you finish typing.

To Remove the Keyboard Cover:

Remove the keyboard cover by simultaneously pressing down with your thumbs on the top of the cover, and pulling up with your index fingers on the tabs located on the sides of the keyboard cover.

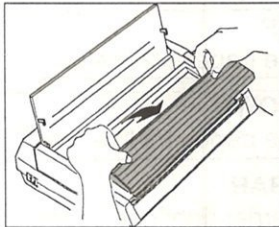


To Replace the Keyboard Cover:

While holding the tabs on the sides of the cover, hook the tabs on the front of the cover onto the typewriter. Snap the cover down.

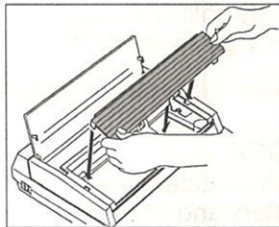
TOP COVER

The top cover must be removed to remove the packing rod, and to replace the printwheel, ribbon cartridge, or correction tape. Before the top cover can be removed or replaced, the keyboard cover must be removed and the paper supporter must be open.



To Remove the Top Cover:

Grasp the top cover by the exposed edge using both hands. Pull straight up and the top cover will come away from the typewriter.



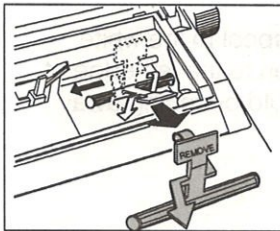
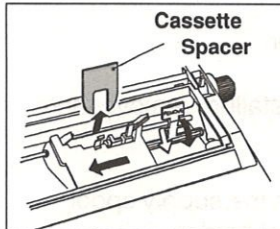
To Replace the Top Cover:

Hold the top cover with the three tabs downward. Insert the tabs into the notches on the typewriter. Let the top cover swing down, and press on each end to snap it into place.

PACKING ROD

To protect the print mechanism during shipping, a packing rod has been installed.

IMPORTANT: Remove these packing rod and cassette spacer before turning the power on, or you may damage the machine.



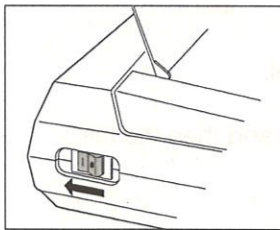
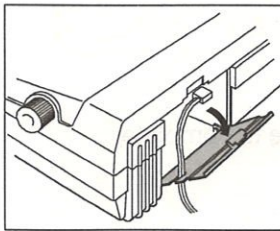
To Remove the Packing Rod:

1. Remove the top cover. Pull out the cardboard cassette spacer which has been inserted in the carrier for protection.
2. You will notice a yellow plastic piece between the print mechanism and the right side of the typewriter with "REMOVE" written on it.
3. Lean the plastic piece forward in the direction of the arrow and manually slide the carrier a little to the left.
4. Slide the packing rod to the left and remove it.

POWER SWITCH

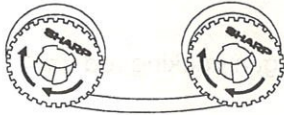
To Turn On the Power :

The AC cord cover is on the rear side of the unit. First remove the cover by pulling down on the tab on the upper part of the cover and swinging it toward you. Place the cord in the slot and snap the cover shut.



After the typewriter is plugged in, turn on the power using the ON/OFF switch located on the lower left side to the rear. At this time the printwheel will spin momentarily and the carrier will move to the left margin.

Take-up Spool



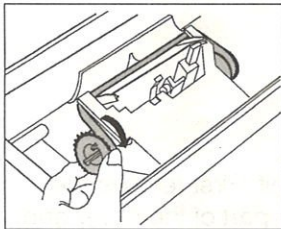
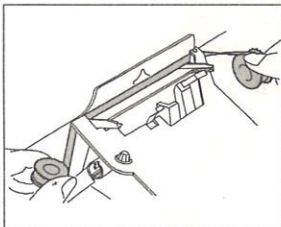
Supply Spool

CORRECTION TAPE

The correction tape is used to "lift" mistakes right off the paper, which allows you to produce flawlessly typed pages. Perform these steps to install the correction tape.

To Install the Correction Tape:

1. Position the carrier toward the center of the platen with the SPACE BAR.
2. Turn the power off and remove the top cover.
3. If the ribbon cartridge and printwheel are installed, remove them. See pages 9 and 10.
4. Unwind approximately 6 inches of tape from the supply spool and place the supply spool on the right spool holder.
5. Thread the tape from the top of the supply spool to the white roller on the right side of the carrier, and then to the left edge of the carrier. The dull surface of the tape should be facing away from you (toward the platen).

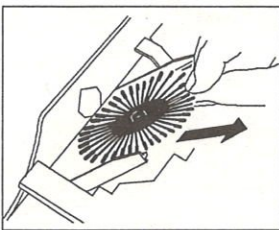
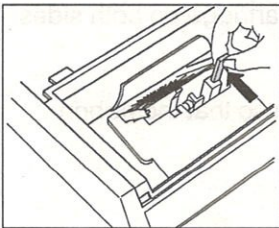
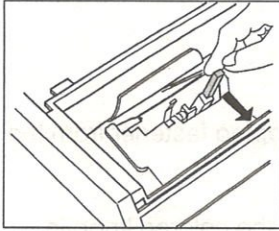
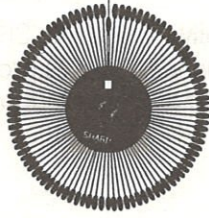


6. Place the take-up spool on the left spool holder. Feed the tape onto the top of the take-up spool and turn it in the direction of the arrows to remove the slack in the tape.
7. Replace the printwheel and ribbon cartridge to complete installation of the correction tape.

To Remove the Correction Tape:

1. Remove the top cover.
2. Remove the ribbon cartridge and printwheel.
3. Pull out the empty supply spool on the right and then the full take-up spool on the left.

White Mark



PRINTWHEEL

The printwheels are not interchangeable with any other brand of printwheel.

To Install a Printwheel:

1. Remove the top cover. Turn the power switch to the OFF position (if it is not already), and then back to the ON position again.
2. Pull the lever positioned at the right of the printwheel frame away from the platen so as to move the wheel guide away from the platen.
3. Hold the printwheel so that the white mark (short spoke) is pointing upward and the characters are facing the platen.
4. Slightly tilt the top of the printwheel toward you and slide it completely into the guideway. Make sure the white mark on the printwheel is aligned with the white mark on the wheel guide.

5. Push the lever positioned at the right of the printwheel frame toward the platen so as to return the wheel guide to the platen.

To Remove a Printwheel:

1. Remove the top cover.
2. Pull the lever positioned at the right of the printwheel frame away from the platen so as to move the wheel guide away from the platen.
3. Grasp the printwheel at the white mark and, while slightly tilting it away from you, slide it out of the guideway.

- Note:
1. You must use a NON-CASSETTE TYPE printwheel on this machine.
 2. Do not wipe off the grease applied to the center of the printwheel.
 3. Keep printwheels in their storage case when not in the typewriter.

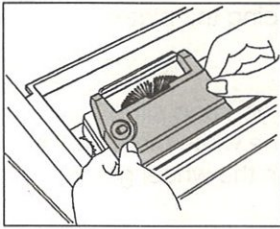
RIBBON CARTRIDGE



The ribbon cartridge was designed specifically for use with SHARP typewriters and are the only ribbons recommended for this product. This ribbon cartridge has a window in the right of the cartridge that shows the amount of ribbon remaining.

To Install the Ribbon Cartridge:

1. Remove the top cover and remove the shipping fastener from the new cartridge.
2. Take up any slack in the ribbon by turning the colored knob in the direction of the arrow. Holding the cartridge at an angle, place the two "feet" into the slots on the front of the carrier.
3. Pull the cartridge back slightly and press it down until it sits flat on the carrier assembly. You should hear a click indicating the drive shaft is engaged.
4. The ribbon should be positioned between the printwheel and the platen. Be sure that it does not snag on any part.
5. Advance the ribbon to take up any slack by turning the colored knob counterclockwise.



To Remove the Ribbon Cartridge:

1. Remove the top cover. Grasp the ribbon cartridge on both sides firmly.
2. Pull up the ribbon side of the cartridge first so that the ribbon clears the printwheel.
3. Remove the cartridge.

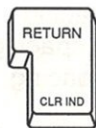
3 SETTING PAGE FORMATS

INSERTING AND MOVING THE PAPER

Insert the paper using the platen knob. Move it in the typewriter quickly and easily using the INDEX UP or INDEX DOWN key.

To Insert the Paper:

1. Insert the paper so that it rests evenly against the paper supporter.
2. Let the paper drop behind the platen until it stops.
3. Pull the bail bar toward you.
4. Turn the platen knob to move the paper forward. Once the paper is partially inserted you can also use the **RETURN** key to position the paper.
5. If the paper is uneven, push the paper release lever away from you and straighten the edges. Pull the paper release lever toward you to lock the paper.
6. Return the bail bar.



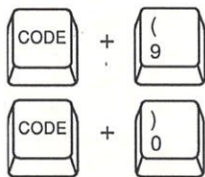
Points to Remember

- You can also insert the paper using the INDEX UP key.

To Move the Paper Up and Down:

Hold down the **CODE** key and press the number **9 (INDEX UP)** key to move the paper up one-half line.

Hold down the **CODE** key and press the number **0 (INDEX DOWN)** key to move the paper down one-half line.



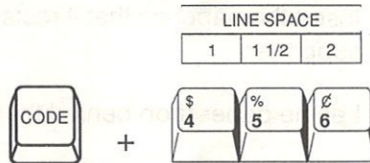
Points to Remember

- INDEX UP and INDEX DOWN operations cancel the Correction Memory.

SELECTING THE LINE SPACING

Your typewriter offers three Line Spacing selections: 1 (six lines per inch), 1-1/2 (four lines per inch) and 2 (three lines per inch). When the power is turned on, the typewriter assumes single line spacing.

To Select the Line Spacing:



Hold down the **CODE** key and press:

The number **4 (LINE SPACE 1)** key for single spacing.

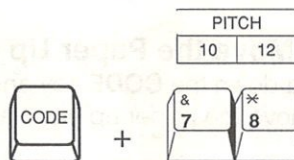
The number **5 (LINE SPACE 1 1/2)** key for 1-1/2 spacing.

The number **6 (LINE SPACE 2)** key for double spacing.

SELECTING THE TYPING PITCH

Your typewriter also offers two typing pitches: 10 (pica) and 12 (elite). When the power is turned on, the typewriter assumes a pitch of 10.

To Select the Typing Pitch:



This is a sample in 10 pitch.

This is a sample in 12 pitch.

Make sure the carrier is at the left margin. Hold down the **CODE** key and press:

The number **7 (PITCH 10)** key for 10 pitch.

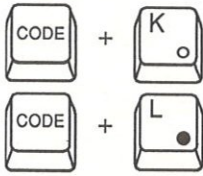
The number **8 (PITCH 12)** key for 12 pitch.

Points to Remember

- If the Pitch settings of the typewriter and the printwheel you are using do not match, text may appear crowded together or too far apart.
- The Pitch can only be changed when the carrier is at the left margin or Indent point.

IMPACT SETTING

The force of impact of the typewriter can be set to either standard or heavy. The heavy setting can be used when you are making carbon copies. When the power is turned on, the typewriter assumes the standard setting.



To Set the Printing Impact:

Hold down the **CODE** key and press:
The **K (○)** key for standard setting.

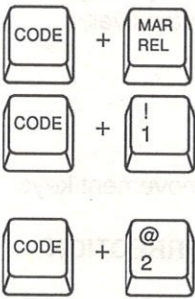
The **L (●)** key for heavy setting.

MARGINS AND TABS

Your typewriter comes with a pre-set format of a left margin set at 10 and right margin set at 75 in 10 pitch. Read on to learn to reset these margins, and to set and clear tabs.

To Set the Left and Right Margins:

1. **SPACE** or **BACKSPACE** the carrier to the desired margins.
If necessary, use the **MAR REL** key to exceed the current margin. Make sure the Automatic Carrier Return mode is off when you set the right margin. See page 15.
2. Hold down the **CODE** key and press the **MAR REL (MARGIN LEFT)** key to set the left margin. Hold down the **CODE** key and press the number **1 (MARGIN RIGHT)** key to set the right margin.



To Set Tabs:

1. **SPACE** or **BACKSPACE** to the desired tab location.
2. Hold down the **CODE** key and press the number **2 (TAB SET)** key.
3. Repeat steps 1 and 2 for each additional tab. Up to 8 tabs can be set.



To Clear a Tab:

1. **TAB** to the desired location.
2. Hold down the **CODE** key and press the number **3 (TAB CLEAR)** key to clear the tab.
3. Repeat steps 1 and 2 to clear additional tabs.



To Clear All Tabs:

Hold down the **CODE** key and press the **D (ALL T C)** key to clear all tabs.



Points to Remember

- To set and clear tabs beyond the left margin and right margin, use the **MAR REL** key first.
- After the typewriter is turned off and on again, the typewriter returns to the original pre-set format.

4 TIME-SAVING FEATURES

CORRECTIONS

The AUTO CORRECTION feature corrects characters for you on the current line within the 65 character Correction Memory. The MANUAL CORRECTION feature lets you correct characters outside the Correction Memory.

AUTO CORRECTION

To Correct the Character Just Typed:

1. Press the **AUTO CORRECTION** (⊗) key.
The carrier will backspace and erase the error.
2. Type the correct character.
3. Continue typing.



Points to Remember

- When the AUTO CORRECTION key is held down, characters to the left will continue to erase.
- Bold mode, Accented characters, and Overstrike characters require extra internal memory. In some cases, you may not get a full Correction Memory if these features are used extensively.

MANUAL CORRECTIONS

To Correct an Error on a Previous Line:

1. Position the carrier on the error. (You can use the movement keys on page 5.)
2. Hold down the **CODE** key and press the **AUTO CORRECTION** (⊗) key.
3. Type the error. The incorrect character is erased.
4. Type the correct character.



To Correct a Group of Characters Earlier on the Page:

1. Repeat steps 1-3 of the above.
2. Press the **BACKSPACE** (←) key. Nothing will happen yet.
3. Type the error. The carrier moves back to the character and the incorrect character is erased.
4. Repeat steps 2 and 3 until all of the characters you want erased, are erased.
5. Type the correct characters.



Points to Remember

- If underlined characters need to be erased, activate the Underlining feature before entering the Manual Correction mode.

MICRO BACKSPACE

Micro backspace is useful for squeezing a longer word into a given space and for fine adjustment of the carrier position for Manual Corrections. It moves the carrier 1/60 inch to the left.

To Use Micro Backspace:

1. Enter the following text: The quick brown fox
2. Position the carrier on "k".
3. Use the **AUTO CORRECTION** (⊗) key to erase "k", "c", and "i".
4. Hold down the **CODE** key and press the **BACKSPACE** (←) key.
5. Type "u".
6. Hold down the **CODE** key and press the **BACKSPACE** (←) key.
7. Type "i".
8. Hold down the **CODE** key and press the **BACKSPACE** (←) key.
9. Type "c".
10. Hold down the **CODE** key and press the **BACKSPACE** (←) key.
11. Type "k".
Result: The quick brown fox
12. Press the **RELOC** key.
13. Continue typing.



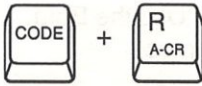
AUTOMATIC CARRIER RETURN

The Automatic Carrier Return mode is automatically selected when you turn on the typewriter. When this mode is on, the carrier will automatically return when a space or hyphen is entered within the hot zone area. This is the area 8 spaces before the right margin. A beep will sound to let you know you are in the hot zone area.

To Turn the Automatic Carrier Return Mode Off/On:

Hold down the **CODE** key and press the **R (A-CR)** key to turn this mode off.

Hold down the **CODE** key and press the **R (A-CR)** key to turn this mode on. At this time, a short beep sounds.



Points to Remember

- Continue typing as the carrier returns. The typewriter will remember the characters you type and automatically print them on the next line.
- If you want to type a space in the hot zone without returning the carrier, hold down the **CODE** key and then press the **SPACE BAR**. This is the Required Space.
- If you want to type a hyphen in the hot zone without returning the carrier, hold down the **CODE** key and then press the **HYPHEN (-)** key. This is the Required Hyphen.

CENTERING

This function can be used when you want to center a page number, date, or other text on a page.

To Center Between Margins:

1. Position the carrier at the left margin.
2. Hold down the **CODE** key and press the **C (CENT)** key. The carrier will move to the point midway between the margins.
3. Type the text to be centered.
4. There are three ways to print:
Press the **RETURN** key to print the text and return to the next line.
Press the **TAB** key to print the text and move to the next tab stop.
Hold down the **CODE** key and press the **Period (.)** key to print the text.



Points to Remember

- If you press the AUTO CORRECTION key once, the text is cleared and new text can be entered. If you press the AUTO CORRECTION key twice, the text is cleared and Centering is canceled.
- If you print a mistake, use the AUTO CORRECTION key to delete any errors. If you have pressed the RETURN key, and the incorrect characters are typed on the paper, use Manual Correction. See page 14.

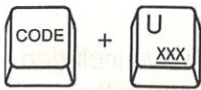
BOLD AND UNDERLINING

These features give your text a special appearance. Use the Bold and Underlining features to emphasize ideas and topics.

To Bold As You Type:

1. Hold down the **CODE** key and press the **B (BOLD)** key. At this time, a short beep sounds.
2. Type the text to be printed in boldface. All subsequent text will be printed in Bold.
3. Hold down the **CODE** key and press the **B (BOLD)** key to cancel the Bold feature.





To Underline As You Type:

1. Hold down the **CODE** key and press the **U (XXX)** key.
At this time, a short beep sounds.
2. Type the text to be underlined. Spaces between words will also be underlined.
3. Hold down the **CODE** key and press the **U (XXX)** key to cancel Underlining.

Points to Remember

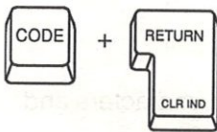
- By pressing the AUTO CORRECTION key once, both the character and the underline will be erased. The same rule applies when erasing boldface characters.

INDENTING

This typewriter can create a temporary left margin so you don't have to remember to tab or space on every line.

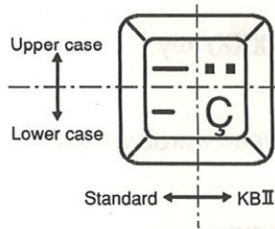
To Set and Cancel Indent:

1. **SPACE** or **TAB** to position the carrier at the point you want to set as a temporary left margin.
2. Hold down the **CODE** key and press the **I (INDENT)** key.
3. Type the text. When the carrier returns manually or automatically, the carrier returns to the Indent point.
4. Hold down the **CODE** key and press the **RETURN (CLR IND)** key to cancel Indent. The carrier will automatically return to the left margin.



Points to Remember

- If you need to return to the original left margin temporarily, press the MAR REL key, then hold down the CODE key and press the RELOC (EXP) key. Use the RETURN key to position the carrier back to the Indent point, or RELOC to position the carrier at the last typing position.



KEYBOARD II

To increase the range of characters available to you we've included a Keyboard II feature. Characters located on the left side of the keys are accessed from the standard keyboard and those on the right side are accessed using Keyboard II.

To Use the Keyboard II:



1. Hold down the **CODE** key and press the **Z (KBII)** key. The green light turns on indicating that Keyboard II is on.
2. Type in the appropriate character.
3. When you're finished with Keyboard II, hold down the **CODE** key and press the **Z (KBII)** key. The green light will turn off indicating that Keyboard II is off.

ACCENT KEYS

Some of the Keyboard II keys are "accent" keys. Use the following steps to type the accent characters (à, é, ü etc.).

To Use Accent Keys:

1. Set the **KBII** mode.
2. Type an accent. Nothing will happen yet.
3. Type the character to be accented. Both the character and the accent will print. Cancel the **KBII** mode.

Points to Remember

- The accents are positioned for use on lower case characters and may not look correct when used on capital letters.
- If you make a mistake and want to erase an accented character, the **AUTO CORRECTION** key will erase both the character and its accent with one keystroke.
- If you are using Manual Correction, hold down the **CODE** key and press the **AUTO CORRECTION** key, then type the accent and then the character. Both will be erased.

CLEANING AND MAINTENANCE

To Clean the Typewriter:

The case and keyboard are made of very strong, resilient plastic components. These surfaces should only be cleaned with a soft, dry cloth.

Service Maintenance:

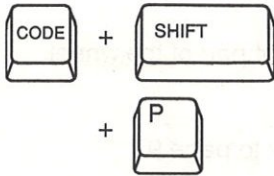
Normal cleaning is the only service your typewriter is likely to need. Please contact your authorized SHARP Dealer for adjustments, repair, and lubrication.

DIAGNOSTIC TEST

If you feel that your typewriter needs repair or adjustment, first check by performing this simple test. Your typewriter has built-in Diagnostic Test function to show that each character types correctly and that the carrier and printwheel operate correctly. If the test reveals problems, contact your authorized SHARP Dealer.

To Test the Character Set:

1. Make sure that the typewriter is not in the Automatic Carrier Return mode, and the carrier is at the left margin.
2. Hold down the **CODE** and **SHIFT** keys, then press the **P** key.
3. Your typewriter will print each character on the printwheel in one line across the paper. The carrier returns to the left margin and stops.



WHEN THERE'S A PROBLEM

Given below are some operational problems you may encounter and their solutions. This typewriter has been carefully manufactured and most problems result from invalid procedures and are not likely to be a machine failure. The sections below will help you correct a problem or determine if a service technician should be called for help.

Typing Quality Problems

Characters print too closely or too far apart

The selected print pitch may not conform to the pitch of the printwheel. Determine the pitch (that is whether it is 10 or 12) of the printwheel in use, then set the print pitch accordingly.

Each word is underlined or printed in boldface

Hold down the CODE key and press the U key to clear the Underlining feature.

Hold down the CODE key and press the B key to clear the Bold feature.

Printed characters are missing or broken

Check the ribbon for proper installation and proper feed. Make sure that it leaves and reenters the cartridge correctly and that it is not torn or broken.

Inspect the printwheel for a broken "spoke", that part of the wheel that holds the characters.

Check that the printwheel is set correctly, refer to page 9.

Correction Problems

Characters do not erase

Check that there is still unused correction tape remaining in the spool.

Check that the correction tape is properly inserted, refer to page 8.

Check to see that you are within the Automatic Correction zone. The use of accented characters, and certain other typing operations, may decrease the number of characters which can be corrected with the Automatic Correction feature.

Paper Problems

Paper skews upon insertion or during typing

Check to see whether anything is stuck in the paper path or to the platen roller, such as tape or self-adhesive address labels.

Line Format Problems

Will not set left margin

Right margin may be set to the left of the left margin position.

Will not set right margin

Your typewriter may be in the Automatic Carrier Return mode.

Will not set tabs

You may have exceeded the maximum number of tabs per line (8).

Printwheel Problems

Incorrect characters are printed

Be sure the mechanism is properly aligned. Remove the printwheel and check for correct alignment. With the printwheel removed, turn the power off and back on, then re-install the printwheel. See page 9.

Printwheel will not slide down guideway during installation

Be sure the unit is turned on.

Be sure the lever positioned at the right of the printwheel frame has been pulled and that the typing head assembly is tilted toward you.

Be sure the printwheel is clear of the ribbon and correction tape.

Be sure the printwheel is not broken.

Printwheel makes odd sounds

Be sure the paper is clear of the printwheel. Also, check that the ribbon or correction tape has not snagged on the printwheel spokes.

Carrier Problems

Carrier does not return to the left margin

Turn Indent off by holding down the CODE key and pressing the RETURN key.

SPECIFICATIONS

PRINTING Print Speed Printwheel Print Pitch	10 cps 96 characters, removable 10 or 12
WIDTH Paper Typing	12 inches 9 inches
RIBBON TYPE	Correctable Carbon Film, approx. 50,000 characters
CORRECTION TAPE	Lift-off for Correctable Carbon Film, approx. 1,200 characters
KEYBOARD Alphanumeric Keys Key Buffer Self-repeat Keys	44 23 Return, Backspace, Space Bar, Correction, Micro Backspace, Index Up, Index Down, Tab, Alphanumeric keys
MEMORY Automatic Correction Zone	Max. 65 characters (on the current line)
POWER	Approx. 32 watts, 120 volt AC ($\pm 10\%$), 60 Hz
ENVIRONMENT Operating Temperature Ambient Humidity	41 to 104°F (5 to 40°C) 20 to 85% RH, w/o condensation
DIMENSIONS	15.4"(W) x 13.6" (D) x 4.9" (H) 390 (W) x 346 (D) x 124 (H) mm
WEIGHT	Approx. 9.5 lbs (4.3kg)
OPTIONAL ACCESSORIES <u>Parts Code</u> ZX-3CS2 ZX-4LF ZX-9020H ZX-9046H ZX-9176H ZX-9032H	Correctable Carbon Film Ribbon (dual pack) Lift-off Correction Tape (dual pack) Prestige Elite 12 Printwheel Cubic 10/12 Printwheel Courier 10 Printwheel Script 12 Printwheel

Specifications are subject to change without notice.

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SHARP ELECTRONICS CORPORATION

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SHARP ELECTRONICS CORPORATION

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SHARP ELECTRONICS CORPORATION

CORPORATE HEADQUARTERS AND EXECUTIVE OFFICES:

Sharp Plaza, Mahwah, New Jersey 07430-2135.

Phone: (201)529-8200

REGIONAL SALES OFFICES AND DISTRIBUTION CENTERS:

Eastern: Sharp Plaza, Mahwah, New Jersey 07430-2135.

Phone: (201)529-8200

Midwest: 1300 Naperville Drive Romeoville, Illinois 60441.

Phone: (312)759-8555

Western: Sharp Plaza 20600 South Alameda Street, Carson, California 90810.

Phone: (213)637-9488

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