INSTRUCTIONS FOR LOADING AND USING THE UNIVERSAL CASSETTE.

The Shirley-Wellard cassette is so designed and manufactured that simplicity is the keynote. We are sure that once in the possession of any user of a 35 m/m camera its working fundamentals will be self-explanatory. However, we detail in order the procedure and method that we have found most foolproof for the use of the cassette.

INSTRUCTIONS FOR ADJUSTING.

(1) It is suggested that preliminary adjustments are done with the cassette loaded with a short length of waste film, placed in the camera with the window open and your adjustments made in the following order :—

Backlash stop	... ...	**A Figures 1 & 2.**
Tracking screw	... ...	**B Figures 1 & 2.**
Length screw	... ...	**C Figure 1.**
Backlash stop clamping screw		**D Figures 1 & 2.**

(2) The Backlash Stop is provided so as to ensure the cassette does not rotate backwards in the various makes of cameras when rewinding. To adjust this firstly remove Tracking Screw **B**, then with a coin in the slot provided, undo the Backlash Stop Clamping Screw **D** until the Backlash Stop **A** is just free to move with a gentle pressure. Then put the cassette into the Camera with the Backlash Stop **A** overadjusted and close the back of the Camera. This will press the stop into its correct position (**figure 2**). Open the camera, remove the cassette carefully so as not to disturb the Backlash Stop and tighten the Backlash Stop Clamping Screw **D** and replace tracking screw **B**.

(3) The next step is to adjust Tracking Screw **B** which is provided to enable you to track up the film leaving the cassette with the film track of the cassette ; to do this, simply screw out until the film lays centrally between the film guides in the Camera, and in line with the spool cheeks, as in **figure 1**. In most cases it will now be found that the cassette is fully adjusted and ready for use, to check, insert cassette into camera, engage Rewind-Spindle-Dog with spool (**figure 1**). At this point it should be noticed that the Rewind-Knob is at least $\frac{1}{16}$" away from the Camera-body, depress the Rewind-Knob and slightly rotate, when it will be felt that the spool engages and the cassette window can now be opened and closed by rotating the Rewind-Knob. (In some cases if after making the foregoing adjustment the Rewind-Spindle will still not operate the cassette, use must be made of the length-screw **C** (**figure 1**). Adjust this with a small screw-driver by undoing the Screw **C** approximately six times, then put the cassette back into the camera and check again ; if this has not achieved the desired effect unscrew still further until the cassette opens and closes freely. The cassette is now fully adjusted and will need no further adjustment unless you use it in a different camera.

FIG. 1

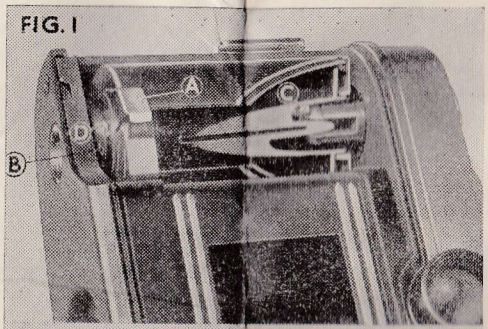


FIG. 2

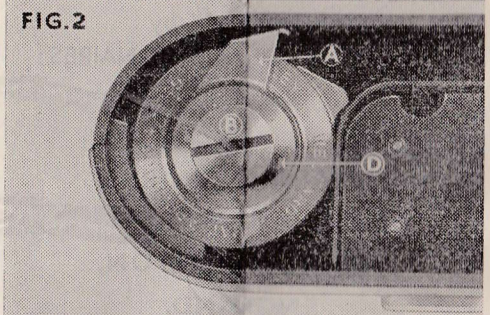
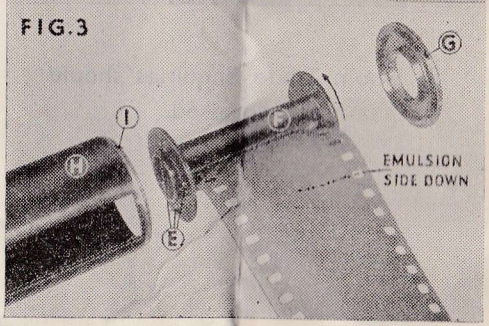


FIG. 3



TO LOAD THE CASSETTE. IN THE DARKROOM.

Figure 3.

(1) On the opposite end to the adjusting screw a milled end cap **G** is fitted. This is removed by turning it in an anti-clockwise direction until it becomes free, after removing same the spool can be taken out and loaded with film.

The spool **F** is the popular Rat-Trap type and it is only necessary to shape film (**as per illustration**) and insert into the slot of the spool to obtain a 100% filmgrip.

In order to load the film correctly take the film in the left hand with the emulsion side face downward, and by holding the spool in the right hand with the small pins **E** pointing away from you, insert film and wind on by turning spool in a clockwise direction (**see arrow**) until the whole length is tightly wound on spool.

To insert loaded spool in cassette, first double back approximately $\frac{1}{2}$" of the film, ensuring that the two windows are super-imposed, and that the bent back portion of the film is in line with windows, place the spool of film (**end with pins E**) in first, into the cassette **H**. Refit end-cap **G** by rotating until it fits into the inner tube **I**. Locking is achieved by turning it in a clockwise direction, withdraw about 3" of film through aperture.

The cassette is now made light-tight and ready for use by depressing the milled end cap **G** and turning it in the same direction as for locking until it reaches the stop. The Inner Tube **I** with the end cap **G** now springs out about $\frac{1}{16}$" and is in a locked posiiton.

TO LOAD THE CAMERA.

Pull out Rewind-knob and position the cassette, so that the Re-wind Spindle can be engaged with the spool-dog (**figure 1**). Extract a convenient length of film and secure to the take-up spool in the normal manner, then close the back of the camera. The cassette must now be opened manually via Rewind-knob. Before opening the cassette it is advisable to take up any slack in the film by rotating the Rewind-Knob (without depressing) in a clockwise direction until a slight resistance is felt, then depress the knob and turn in the opposite direction until a definite stop is reached. The Knob will then spring out $\frac{1}{16}$" and be in a free working position. Film is then exposed in the normal way.

To rewind film, after it has been exposed, rotate the Rewind-Knob without depressing, until all the film is returned to the cassette, making sure that the end of the film has detached itself from the take-up spool. Then apply pressure to the Rewind-Knob and turn in a clockwise direction until the stop is reached. Cassette is now closed and the camera can be opened in daylight and the cassette removed without fogging film.