UPPER THREADING
(See Fig. 13)

As soon as an operator has become accustomed to threading the machine, the thread can be passed from the thread retainer at the top, down to the needle with a single continuous motion.

Turn the machine pulley over from you until the two pins P in the rotary take-up are directly toward the front, as shown in Fig. 13 inset.

Pass the thread from the unwinder through the top hole 1 in the pin on top of the machine, then around and through the lower hole 2 in the pin, thence through the three holes 3, 4 and 5 in the thread retainer. Hold the thread with the right hand near the thread retainer while passing the thread, with the left hand, downward into the inner slot 6 (guiding it into the hole 7) and on down in front of the tension discs 8, around between the tension discs into the take-up spring 9 and under the thread pull-off 10, then over through the slot 11, allowing the thread to fall in place over the take-up discs. Now release the thread with the right hand, and pass it down through the guides (12, 13 and 14), then from left to right through the eye of the needle 15. Leave about three inches of thread with which to commence sewing.

[NOTE: The thread guide 14 should be turned on the needle bar bushing so that the thread leads in a straight line from the tension discs 8. The thread guide 13 should be turned so that the thread leads through the center of bushing 14.]

TO PREPARE FOR SEWING

With the left hand hold the end of the needle thread, leaving it slack from the hand to the needle, turn the machine pulley over from you until the needle moves down and up again to its highest point, thus catching the bobbin thread; draw up the needle thread and the bobbin thread will come up with it through the hole in the throat plate. See Fig. 14. Lay both threads back under the presser foot.

TO COMMENCE SEWING

Place the material beneath the presser foot, lower the presser and commence to sew, turning the machine pulley over from you.

TO REMOVE THE WORK

Stop the machine when the needle bar has just started to descend or with the two pins P, Fig. 13 in the rotary take-up directly toward the front. In this position the upper thread will be free of the sewing hook and the take-up will not unthread the needle when the machine is started. Raise the presser foot, draw the work back and cut the threads close to the work.