To replace the bobbin case cap at the right of the needles, after threading, take the cap in the right hand, holding the bobbin in the cap with the thumb and replace it on the center stud, then push down the latch (C, Fig. 12), having the thread at the left of the projection as shown in Fig. 12, and replace the slide plate.

To replace the left bobbin case cap, after threading, take the cap in the left hand, holding the bobbin in the cap with the thumb and place it on the center stud of the left bobbin case, then push down the latch (C, Fig. 12), having the thread at the right of the projection as shown in Fig. 12, and replace the slide plate.

To Thread the Needles
(See Fig. 13 on the following page)

To thread the outside needle or the one farthest from the upright part of the arm, pass the thread from the left spool on the spool stand, through the left guide at the top of the spool stand, down and from back to front through the hole (1) in the pin on top of the machine, then from right to left through the hole (2) in the pin, down through the hole (3), up through the hole (4), down through the hole (5) in the thread guide at the front of the machine, over from right to left between the left tension discs (6), down under from right to left around the thread controller (7), up into the fork (8) of the thread controller against the pressure of the wire controller spring, up through the thread guide (9), up and from right to left through the upper hole (10) in the end of the thread take-up lever, down through the thread guide (9) again and through the two thread guides (11 and 12), down through the left hole (13) in the needle holder and from right to left through the eye of the left or outside needle (14).

To thread the inside needle or the one nearest the upright part of the arm, pass the thread from the spool on the spool stand, through the right guide at the top of the spool stand, down, and from back to front through the hole (A) in the pin on top of the machine, then up and from right to left through the hole (B) in the pin, down through the hole (C), up through the hole (D) and down through the hole (E) in the thread guide at the front of the machine, over from right to left between the right tension discs (F), down under from right to left around the thread controller (G), up into the fork (H) of the thread controller against the pressure of the wire controller spring, up through the thread guide (J), up and from right to left through the lower hole (K) in the end of the thread take-up lever, down through the thread guide (J) again and through the two thread guides (L and M), down through the right hole (N) in the needle holder and from left to right through the eye of the right or inside needle (O).

Draw about three inches of thread through the eye of each needle with which to commence sewing.