XEROX

If you're not typing on a Memorywriter, you're wasting your time

The Xerox Memorywriters

The Xerox Memorywriters

Xerox 6010 Memorywriter

Xerox 6015 Memorywriter

How do they do it?

There's a different Memorywriter to fit different levels of typing: from a basic need for letters and memos all the way up to typing lengthy, complex documents. At each level, Memorywriter saves you plenty of valuable time by:

- Offering features that are truly *easy to use*
- Doing away with corrections on paper
- Communicating with you in plain English
- Providing an excellent keyboard touch and tactile feel
- Creating high-quality documents the first time through
- Minimizing the number of repetitive keystrokes
- Minimizing re-keyboarding (re-typing)
- Providing the right amount of memory for specific jobs
- Minimizing manual formatting and positioning

We want you to compare Memorywriter with any other electronic typewriter; compare the cost, compare the features, compare how easy it is to use each feature. When you do, we think you'll agree that our Memorywriters simply type circles around *all* the others.

Xerox 6020 Memorywriter

Xerox 630 Memorywriter

Xerox 645S Memorywriter

Level I: The Xerox 6010 Memorywriter

It'll make you forget how difficult simple typing can be

The 6010 Memorywriter puts together a long list of automatic features to speed you through a long list of everyday typing jobs.

Automatic Correction lets you delete up to a full line at a time, just by touching a button.

Tabs, margins and ***line spacing*** can be stored permanently for instant recall.

Line or ***paragraph indents*** can be set automatically.

Boldface emphasizes titles, headings, etc. while you type. This is the most popular automatic feature besides Automatic Correction – yet it's not found on some very well-known brands.

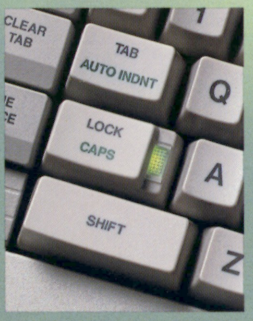
CAPS LOCK lets you type all capitals and numerals without shifting. Together with ***Automatic Decimal Tabs,*** CAPS LOCK makes typing tables and statistics much easier.

Automatic paper insertion means you simply place the paper in the platen, pull back the bail bar, and the 6010 automatically positions the page for typing.

Low-sloping design gives instant Print Point Visibility, so you can always see what you're typing. Lighted margin scales are right in front of you. A series of lights tells you what features are active.

Keyboard touch and ***tactile feel*** are designed for maximum comfort. The 6010 is much smaller than earlier electronics, and has the *lowest noise level* of any impact electronic typewriter.

Daisywheel print quality and thorough correction tape lift-off give all your work a clean, polished look.



Level II: The Xerox 6015 Memorywriter

Play back stored phrases at 20 cps, instantly and error-free!

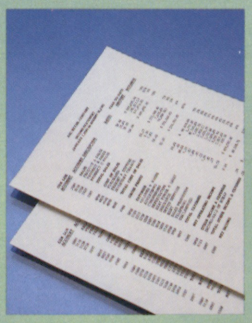
The 6015 simplifies the next level of typing by adding even more time-saving features than the 6010.

15-character Display and ***Delayed Print*** make it easy to change your mind or catch errors *before* they get on paper. "Prompts" in the display tell you what the 6015 is doing.

Storage Memory of about 3,000 characters lets you print out phrases or paragraphs error-free at 20 characters per second. Use the LIST TITLES key to display or print out the title and first 13 characters of each stored item.

Automatically indent lines or paragraphs on just the left margin, or both margins of a page.

Auto Stop Codes tell the 6015 to stop at pre-designated points in a standard memo to allow varying information to be typed in.



Columns of varying-width numbers can be set up automatically, without manual positioning. Headings can be automatically centered over the columns. A *double underline* can automatically be added to any word or column.

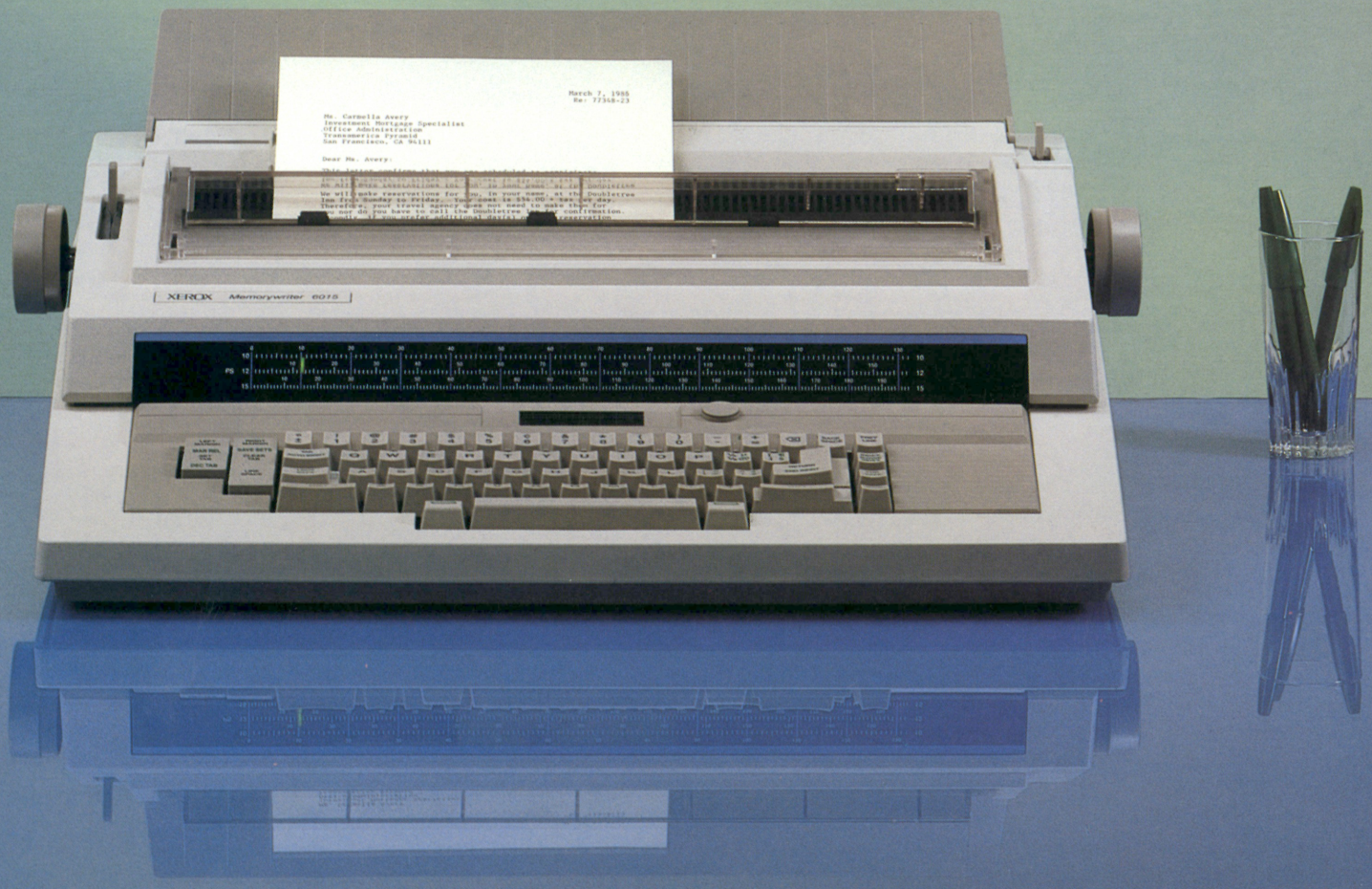
Dozens of typestyles are available on easily inserted daisywheels. The 6015 automatically adjusts for 10, 12, 15 pitch and proportional spacing. Touch LINE SPACE to automatically set 1, 1½, 2 or 3 line spacing.

Automatically align text flush to the right margin, without counting characters.

Touch END to move instantly back to the typing point after making a correction, even on a previous line.

Why waste your time with other electronics, when the 6010 and 6015 Memorywriters offer all these as standard features:

Express Backspace Key
Automatic Carrier Return
Automatic Boldface
Automatic Correction
Automatic Centering
Automatic Decimal Tabs
Automatic Margin/Tab Set and Clear
Superscript/Subscript
Built-in Sound Shield
Automatic Word Underlining
Automatic Continuous Underlining



Level III: The Xerox 6020 Memorywriter

This newest Memorywriter really lets you show off!

The 6020 specializes in saving time on medium-length documents that often need a certain amount of editing. In fact, for entry-level text editing, there just isn't a more automatic typewriter that produces such high-quality work, that's so easy to use and just as easy to afford. Compare it to *any* similarly priced electronic typewriter – and you'll see why Memorywriters have convinced hundreds of thousands of people in the few years since their introduction. When you compare, remember the real test of any feature is how easy and practical it is to use! Just claiming to have an "automatic" feature doesn't guarantee it's going to be helpful in your everyday typing – Memorywriter's features deliver time savings and productivity day in, day out.

The 6020's 3-Line Display lets you re-write your sentences to get them just right *before* a word gets on paper; proof your typing *before* mistakes get in print. The top line of the Display shows whether various features are in use or not. The 80-character middle line shows text and the cursor location. The third line shows plain-English messages and "prompts" that take you step-by-step through a variety of typing operations. This line also shows the input for "blind functions" such as centering, right flush, etc.

Document/Format Storage starts with 16K of "working" memory, which can be expanded to 32K or 64K with *optional* cartridges that install easily in seconds. So, you can choose just the right amount of memory to handle the documents you usually work with. You can store, recall and revise letters, reports, etc. with a minimum of retyping. Whatever you store can be printed out error-free at 20 cps or played back in the display for editing. Set up a format just *once* (margins, tabs, line spacing) and then use it over and over.

Storage Cassettes provide an inexpensive way to permanently store any number of documents. Simply transfer the contents of your "working" memory to these *optional* cassettes – each one can hold up to 64,000 characters. With Storage Cassettes, you can create an archive of stored documents, or keep confidential data outside of the "working" memory, or share a lengthy typing project among a group of 6020s. (Available 7/86.)

The Automatic Spellcheck option makes you a spelling champion! A 50,000-word dictionary automatically checks your spelling *and* also gives you up to four logical choices for the correct word. You can also create customized dictionaries of words relevant to your work but not contained in the 50,000-word dictionary.

Block Editing lets you Move, Copy or Delete blocks of text in a few seconds, with just a few keyboard commands. Up to 1,600 characters at a time can be edited, with the 6020 "prompting" you through each edit.

The FIND Key saves time by instantly moving you to the point where revisions have to be made. Just tell the 6020 the word or phrase you're looking for.

Forms Layout means you can fill in complex forms as fast as you type normal text. You just store the format of the form once; then recall it as often as needed. The 6020 will instantly move to each succeeding location where material must be filled in. Think of the time saved by not having to manually locate each fill-in area.

Table Set-Up avoids all the time-consuming work involved in aligning decimal points and centering columns and column headings. The 6020 *automatically* positions numbers and decimals, calculates equally spaced columns and centers headings over the columns. CAPS LOCK saves even more time by letting you type capitals and numerals *without shifting*.

Right Margin Justification is as easy as touching the JUSTIFY key.

Many more features, including format changes without carrier movements, printout of stored format settings, variable hammer intensity for stenciling, variable "hot zone" spacing, double spacing between sentences, automatic page end codes and lines-per-page settings, overstriking, GO TO END, automatic right flush, Superscript/Subscript, and LIST/PRINT TITLES. And, you also have virtually *all the automatic features* listed as *standard* on the 6010 and 6015, as well as a low-sloping design for better print-point visibility, comfortable keyboard touch and tactile feel, smaller size, and much lower noise level.

Compare our 6020 with the IBM System 20 and System 40. Here are some of the differences you'll find:

	6020	IBM System 20/40
Boldface	Yes	No
Centering over columns	Yes	No
Copy blocks of text	Yes	No
Copy text within documents	Yes	No
Copy document to document	Yes	(Entire document only)
Format printout	Yes	(Display only)
Block indent, both margins	Yes	No
Superscript/Subscript	Yes	No
Set lines per page	Yes	No
List titles	Yes	(Number only)
Clear all memory	Yes	No
Memory upgrade	Yes	(System 20 only)
Move blocks of text	Yes	No
Move text within documents	Yes	No
Move document to document	Yes	No
Page End code	Yes	No
Automatic Right Flush	Yes	No
Stencil mode	Yes	No
Table mode	Yes	No
Tab grid	Yes	No
Word underline	Yes	No
Double underline	In Table mode	No
Programmable paper insertion	Yes	No
End-of-ribbon sensor	Yes	No
Multiple lines per inch	Yes	No
Built-in sound shield	Yes	Optional
Communications options	Yes	No
Networking options	Yes	No
RO printing	Yes	No
External storage options	Yes	(System 40 only)
Correction Assist Spellcheck option	Yes	No

Level IV: The Xerox 630 Memorywriter

Have all the memory you'll ever need — on removable disks

If you do a *lot* of repetitive or "boilerplate" typing, or if you frequently do extensive editing of lengthy documents, *or* provide typing for a number of people, then the 630 can save big chunks of time on big typing jobs.

Removable disks hold up to 158,000 characters each, so you can store many short documents or a few lengthy ones on just one disk. When you play back a document, the 20-character display shows exactly what's stored. Move to any part of a document, do some editing, and thereby create a new document to store. You can completely change formats without re-typing; print out all or part of a document; insert variable data; move, copy or delete paragraphs or sections – all done with a minimum of effort. You can move text within a document or between two stored documents. You can copy an entire document before editing it, so you always have the original version on hand.

Global Search and Replace lets you make a change *once* and then have it done automatically throughout the document. So if Mr. Smythe is incorrectly called Mr. Smith in umpteen different places, the 630 searches for and replaces each mistake – and then tells you it's finished.

Forms Set-up lets you fill in form after form accurately and precisely, at the same speed as normal text typing. Store a form once and recall it as needed. The 630 automatically moves to each fill-in point, while the display even tells you what's needed at each point (NAME, TOTAL, SALES TAX, etc.). If there are repetitive entries, store them when you first store the form, and the 630 will print them automatically whenever you do that form.

Page End Codes automatically keep each page uniform and consistent by putting just the number of lines you want on a page.

LIST TITLES provides the number/title of each document, the stored settings for that document, the title and first 20 characters of each stored phrase, and the approximate amount of storage still left on a disk.

Program disks save more time by providing special capabilities with Document Assembly and Repetitive Letters.

Many of the automatic features of the 6020 are on the 630. That means you can productively use the 630 for *simpler* levels of typing.

Level V: The Xerox 645S Memorywriter

Productive as a word processor, works like a typewriter

The 645S brings the automation and productivity of word processing to your everyday typing of letters, reports and the kinds of work that word processors and PCs *can't do easily* (things like multi-part forms, labels, index cards, envelopes, and jobs like tables and statistics).

The 20-line Screen gives you a big picture of what you're typing; so you see the context of your changes – and their effect – as you're making them. With Automatic Page Advance/Reverse, you can move in a few seconds to any page in a document, and make corrections or changes before they ever get on paper. Use the Display Control Keys to scroll through a document. Move, Copy or Delete blocks of text, up to 5,000 characters at a time.

Editing is simplified by a "window" that automatically opens up at the typing point. Two "Prompt" Lines provide messages and instructions that cover many different situations. Stored documents can be recalled to the screen at any time for further editing, or printed out – error-free at 20 cps.

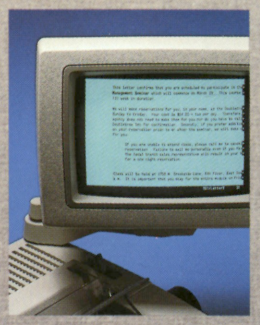
Automatic Spellcheck is standard on the 645S. You can type faster and more relaxed, because Spellcheck will catch typos and misspellings, and bring them to your attention *after* you finish. Then, Spellcheck offers up to four logical alternatives for each mistake it catches.

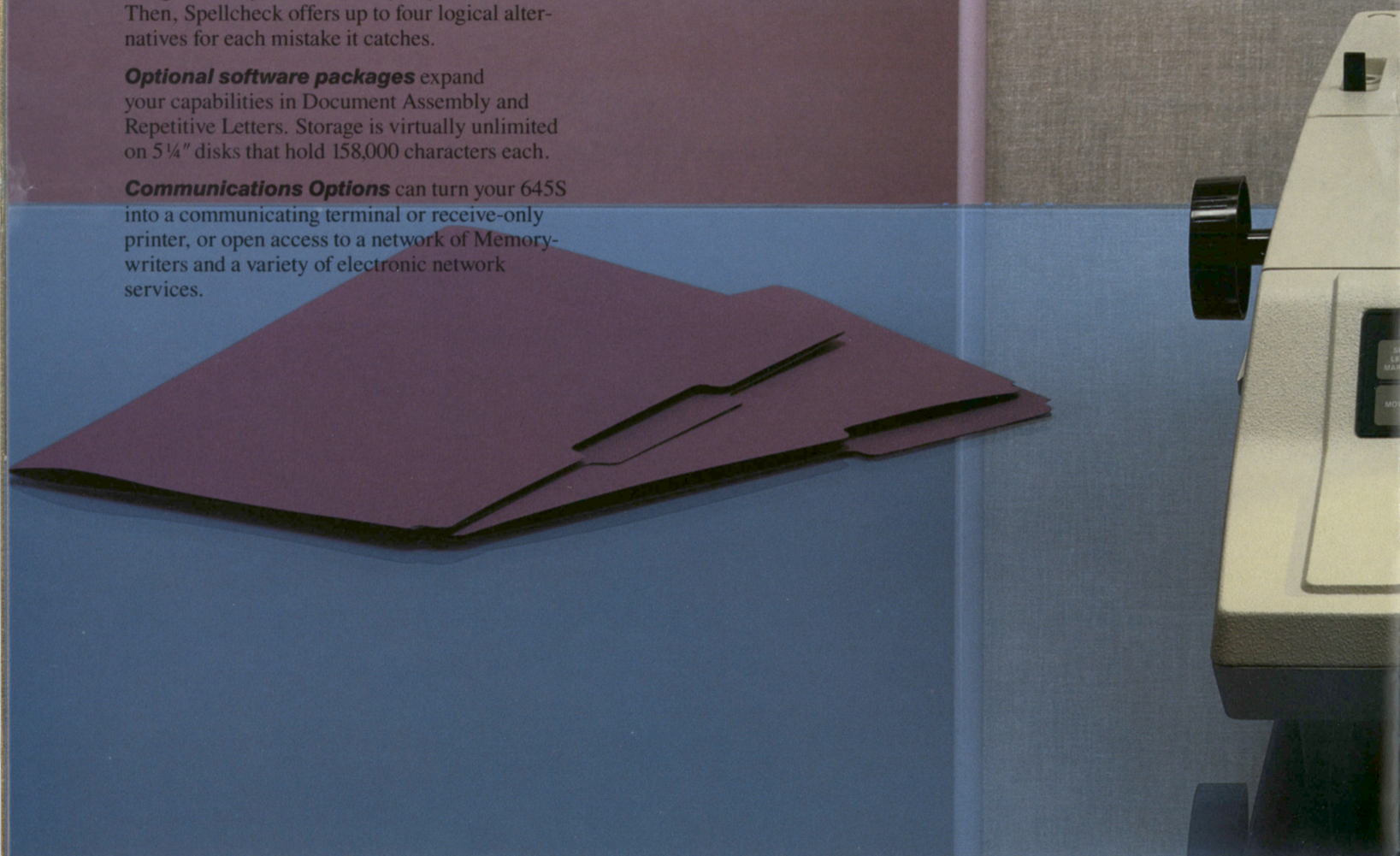
Optional software packages expand your capabilities in Document Assembly and Repetitive Letters. Storage is virtually unlimited on 5¼″ disks that hold 158,000 characters each.

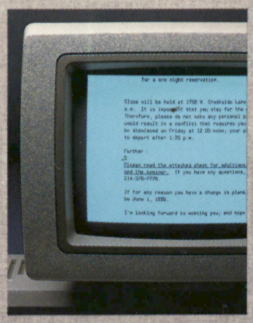
Communications Options can turn your 645S into a communicating terminal or receive-only printer, or open access to a network of Memorywriters and a variety of electronic network services.

These features are standard on the 645S:

Automatic Correction Memory
Automatic Centering
Automatic Carrier Return
Automatic Boldface
Automatic Pitch Selection
Automatic Underlining
Automatic Statistical Typing
Automatic Hyphen Scan
Automatic Page Numbering
Automatic Pagination
Global Search and Replace
Store/Recall by Document Name
Automatic Phrase/Format Storage
Automatic Indenting
Automatic Right Flush
Automatic Line Spacing
Automatic Proportional Spacing
Automatic Column Formats
Automatic Superscript/Subscript
Automatic Right Justification
Automatic Headers/Trailers
Automatic Forms Layout
Variable Data Insertion
Programmable Display Prompts







This letter confirms that you are scheduled to participate in the Project Management Seminar which will commence on March 19. This course is one (1) week in duration.

We will make reservations for you, in your name, at the Doubletree Inn from Sunday to Friday. Your cost is $54.00 + tax per day. Therefore, your travel agency does not need to make them for you nor do you have to call the Doubletree Inn for confirmation. Se if you prefer additional day(s) on your reservation prior to or after the seminar, we will take care of that for you.

If you are unable to attend class, please call me to cancel your reservation. Failure to call me personally even if you have cont the local branch sales representative will result in your being billed for a one night reservation.

Class will be held at 1758 W. Creekside Lane, 6th Floor, East Tow at 8:30 a.m. It is important that you stay for the entire module

D02/letter1 15

March 7, 1985
Res 77348-23

Ms. Carmella Avery
Investment Mortgage Specialist
Office Administration
Transamerica Pyramid
San Francisco, CA 94111

Dear Ms. Avery:

XEROX 6455 Memorywriter

SPECIAL ENTRY

The Memorywriter Options

A number of options are available for the various Memorywriter models. You can install most of them by yourself in a few minutes, and they can be ordered via the toll-free Xerox SupplyNet (1-800-822-2200), your Xerox Representative, or any Authorized Xerox Agent or Dealer. The Communications options on the 630 and 645S must be installed by one of our Service people, and cannot be ordered via the Xerox SupplyNet.

Spellcheck: The Spelling Champion

This is a *standard* feature on the 645S, but optional on the 6010, 6015 and 6020. On the 6010 and 6015, Spellcheck will question a word that's not in its dictionary as you type. On the 6020 and 645S, Spellcheck will let you finish a document, then presents a series of options on words not found in its 50,000-word dictionary. You can 1) replace the word, 2) accept it as it is, 3) look at a number of words Spellcheck offers as the correct choice, or 4) add the word to a "custom" dictionary. A "custom" dictionary is compiled from the words, abbreviations, acronyms, etc. that are relevant to your work but aren't found in the main dictionary. On the 6010 and 6015, you can have *one* 500-word custom dictionary; on the 6020 and 645S, you can have *several*.

Type Right

This checks for correct spelling on our 605, 610, 615, 620, 625, 627 and 630 Memorywriters. Type Right provides a 100,000-word dictionary and a 1,000-word custom dictionary. It checks for proper prefixes, root words and suffixes as you type.

Memory Expansion Cartridges

These greatly increase the capacity of the 6020's *"working" memory,* so you can create and edit much longer documents, as well as store many more formats and frequently used phrases. The 6020 starts with 16K (approximately 16,000 characters) of memory. The two expansion cartridges hold an *additional* 16K or 48K of memory, to give you a "working" memory of 32K or 64K.

Storage Cassettes

With the 6020, these offer an inexpensive way to store *any number* of documents. Simply copy the contents of the "working" memory onto a tape cassette. When you want to work with that document again, transfer the tape back into the memory. Storage cassettes give you a back-up copy of important documents, provide security for confidential documents (by taking them out of the "working" memory), let you share a lengthy project among a group of 6020s, and help keep work separate by having different tapes for different people. Each cassette holds up to 64,000 characters. (Available 7/86.)

Spellcheck

Type Right

Memory Expansion

Communications

Memorywriters have another important advantage over "comparable" electronic typewriters: they can connect with other Memorywriters, word processors, computers, and even with networks in order to share information and work among widespread locations. Documents can be printed at one location, while another document is created at the same time at another location. The 6010 and 6015 can become dedicated printers or send/receive terminals with a few keyboard commands. As send/receive terminals, they can be used for data base access, data modification and retrieval, order entry and many other applications.

The Communications option on the 6020 (available 12/86) lets it function as an RO printer and interactive terminal, but in addition, a built-in X-MODEM protocol opens up access to Ethernet networks and related electronic mail services. Remote access to the print, file and mail services of Xerox Network Systems is achieved via the Interactive Terminal Service.

ITS also allows for reliable file transfers between the 6020 and any communicating Xerox word processor. You can easily install the Communications module for the 6010, 6015 and 6020.

The same Communications capabilities of the 6020 are available with the 630 and 645S (as well as our 620, 625 and 627), but these modules must be installed by one of our Service personnel.

One Source For Supplies

In addition to the options described above, Xerox offers a complete selection of daisywheels, ribbons (including colors!), and lift-off and correction tapes. Actually, you can order all your typing *and* data processing supplies *and* related office products directly from Xerox or any Authorized Xerox Agent or Dealer. This gives you the built-in convenience and efficiency of ordering all your supplies from one source.

Here are the Order Numbers for these Memorywriter options:

Item	*Order Number*
6010/6015 Spellcheck	9R23360
6020 Spellcheck	9R23830
TYPE RIGHT	9R294 or 9R303
Storage Cassette	9R80865
Storage Cassette Replacement Tapes	9R80866
16K Memory Expansion Cartridge	9R23820
48K Memory Expansion Cartridge	9R23821
6010/6015 Communications (with modem)	9R23332
6010/6015 Communications (without modem)	9R23330
6020 Communications (with modem)	9R23802
6020 Communications (without modem)	9R23800

Storage Cassettes

Communications

Supplies

	6010	***6015***	***6020***	***630***	***645S***
Memory Capacity		3K	16K, 32K 64K	Limitless on 158K disks	Limitless on 158K disks
Memory Protection	•	•	•		
Phrase Storage		•	•	•	•
Format Storage	•	•	•	•	•
Automatic Centering	•	•	•	•	•
Automatic Indenting	•	•	•	•	•
Automatic Block Indenting		•	•	•	•
Automatic Carrier Return	•	•	•	•	•
Automatic Right Flush		•	•	•	•
GO TO END	•	•	•	•	•
Automatic Line Spacing	•	•	•	•	•
Multiple Lines per Inch			•	•	•
Automatic Decimal Tabs	•	•	•	•	•
Automatic Column Formats		•	•	•	•
Superscript/Subscript	•	•	•	•	•
Automatic Underlining					
Continuous	•	•	•	•	•
Previous word		•	•	•	•
Double		•	Tables	Tables	Tables
Automatic Boldface	•	•	•	•	•
Automatic Pitch Selection	•	•	•	•	•
Automatic Proportional Spacing		•	•	•	•
List Titles		•	•	•	•
Print Formats/Titles		•	•	•	•
Recall/Store by Document Name			•	•	•
Delayed Print		•	Forms	Forms	Forms
Computer Diagnostics (Service)	•	•	•	•	•
Communications Options	•	•	•	•	•
Automatic Spellcheck	Optional	Optional	Optional	TYPE RIGHT	Standard
Automatic Correction (on paper)	One line	250 chars.	254	180	180
Print Speed	16 cps	20	20	20	20
Automatic Right Justification			•	•	•
Automatic Stop Codes		•	•	•	•
Display		15 chars.	3 lines x 80 chars.	20 chars.	9″ screen
Programmable Display Prompts			•	•	•
Express Backspace Key	•	•			
CAPS LOCK	•	•	•		
Automatic Paper Insertion	•	•	Programmable		
Automatic Forms Layout			•	•	•
Find			•	•	•
Global Search and Replace				•	•
Automatic Hyphen Scan			•	•	•
Delete Forward/Delete Reverse			•	•	•
Block Move, Copy, Delete			•	•	•
Page End Codes			•	•	•
Automatic Page Numbering					•
Automatic Headers/Trailers					•
Automatic Page Advance/Reverse					•

XEROX

Xerox Corporation
Xerox Square-05A
Rochester, New York 14644

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XEROX®

Authorized Dealer

Hello. I'm the XEROX Electronic Typewriter.
May I ask your name? (Type in your name and press RETURN)

Daniel

Well, Daniel;
I'd like to show you just a few of my advanced features.

I have a full ONE-LINE CORRECTION MEMORY. That means that anything you type on the current line is retained in my memory for easy correction.

Also, I can erase a whole word with just one touch of my "ERASE WORD" key. Press the "ERASE WORD" key as soon as I have finished printing the next line.

The quick brown fox jumps over the lazy dog.

What do you think of that, Daniel?

I also have THREE-PITCH typing ability.

This is PICA pitch.
This is ELITE pitch.
This is MICRON pitch.

In addition, Daniel,
I have many automatic functions such as

BOLD typing,

AUTOMATIC CENTERING,

AUTOMATIC UNDERLINING, JUSTIFICATION, and RIGHT MARGIN FLUSH

I can offer you other features such as ....

40 CHARACTER DISPLAY that makes text editing very easy with my 15000-CHARACTER MEMORY.

SEARCH AND REPLACE which means I can find a word you are looking for and replace it with another word.

XEROX typewriters are a great value.

Reply to:

When you consider the features, quality and value, XEROX is the only choice.

Thanks for letting me give you this quick demo, Daniel.

Perfect Fit!

INTRODUCTORY OFFER $ 495.00

(Regularly $695.00)

Introducing Xerox MemoWriter, the compact electronic typewriter that's a perfect fit for home, school and office—and for your budget!

Now there's a compact electronic typewriter that lets you type perfect, professional-looking pages, so you look as good as your work! And it's easy to use. Automatic features help you format pages, make changes and print out final drafts error-free! Features include:

- Compact size, with all the most important features of bigger electronic typewriters
- Memory storage for phrases and formats
- Excellent touch and feel makes typing easier
- Optional Spellcheck to flag typos and misspellings

Call or come in today for a demonstration.

XEROX
Authorized Typewriter Dealer

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Limited time offer. See us today for a demonstration and complete details.