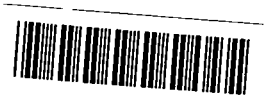
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INDEX CARD

Background of the invention

This invention relates to an index card, and more particularly to an index card having at a binding hole side thereof a thumb-index for use in showing a classification of and making a search for documents.

A related art index card had a thumb-index portion at its one side except a binding hole side thereof for the purpose of showing a classification of and making a search for documents. For example, a thumb-index portion was provided as shown in Fig. 4, at the side of an index card which did not have binding holes. Furthermore, the position in which the thumb-index portion projects from this index card is set different from those in which thumb-index portions project from other index cards. Thus, even when plural index cards were inserted among documents in a filing device, the position of each index card could be recognized at first sight. The position of the thumb-index portion may be at the upper side (Fig. 5) or the lower side of an index card.

There are differently colored index cards which enable documents to be classified and searched for easily owing to their thumb-indexes of different colors. There is a durability-improved index card as well which is formed of a strong material, such as a plastic film and the like.

These index cards are bound with other documents on a filing device and used as thumb-index-carrying index cards, and documents in the filing

device is taken out in many cases as a unit of the documents classified by relative thumb-indexes.

There are two methods of taking out each unit of the documents classified by a relative index card from a filing device.

A first method includes inserting a hand in a classified portion utilizing the thumb-index portion, and keeping the hand inserted moving the hand and thereby grasping binding members, and thereafter removing the binding members. Since the thumb-index portion is not provided at the binding member side of an index card, two steps, i.e. a step of separating object unit of the documents classified by the thumb-index portion from other units of documents, and a step of removing the binding members are required.

A second method includes removing object unit of documents as a whole by lifting which are separated from other units of documents by utilizing a thumb-index. However, in this case, the removed unit of documents cannot be bound again unless the binding hole side of the unit of documents is grasped by the hand.

In any of these methods, grasping the binding hole side of a unit of documents is necessary when the documents are removed, while grasping the thumb-index-carrying side thereof is necessary when the documents are classified.

Summary of the invention

The present invention has been made in view of the above-

mentioned circumstances, and provides an index card having a thumb-index which is capable of removing all documents classified under that index card by one step.

According to an aspect of the present invention, the index card is one that is adapted to be inserted between interleaves in a filing device, and which has a thumb-index formed by projecting a part of the index card so as to show a classification of and make a search for a unit of interleaves, and holes for use in binding the index card and interleaves together, the portion of a binding hole side out of four sides of the index card which is in the vicinity of the binding holes being provided with a thum-index for use in showing a classification of and making a search for a unit of interleaves.

According to another aspect of the present invention, the index card is in accordance with this index card, in which the thumb-index for making a search is provided by folding back a part of the index card.

According to still another aspect of the present invention, the index card is in accordance with the above index card, in which the index card has a second thumb-index, which is used to show a classification of and make a search for a unit of interleaves, at any side thereof except a binding hole side thereof.

Brief description of the drawings

The above and other objects, features, and advantages of the present invention will be made more apparent from the description of preferred embodiments with reference to the accompanying drawings wherein:

Fig. 1 is a front view of the index card according to the present invention.

Fig. 2 is a front view of another embodiment of the index card according to the present invention bound on a filing device 5.

Fig. 3 is a partial front view of still another embodiment of the index card according to the present invention.

Fig. 4 is a front view of a related art index card.

Fig. 5 is a front view of another related art index card.

Detailed description of the preferred embodiment(s)

Modes of embodiment of the present invention will be described with reference to the drawings. Fig. 1 is a front view showing the index card according to the present invention. The index card 1 has binding holes 4 at one side thereof, and this binding hole side is provided with a thumb-index 3 for use in showing a classification of and making a search for a unit of documents.

Fig. 2 shows another embodiment of the index card according to the present invention with the index card bound on a filing device 5. The index card 1 is provided with a second thumb-index 2, which is used to show a classification of and make a search for a unit of documents, at the side thereof which is opposed to a binding hole side thereof. Thumb-indexes 3 provided on plural index cards for showing a classification of and making a search for units of documents are formed so that the thumb-indexes are not superposed on one another. It is more preferable that the positions, in

which the thumb-indexes 3 are provided, are set in such a manner that the positions agree as shown in Fig. 2 with those in which the binding members 6 are provided, and that the length of each of the binding members 6 and a total length of the plural thumb-indexes 3 be equal to each other.

Plural index cards are inserted as a unit in a filing device, and each thereof is provided so that, when the index cards are laminated on one another, the second thumb-indexes 2 for use in classifying and making a search for units of documents and thumb-indexes 3 for use in classifying and making a search for units of documents are not superposed on one another respectively.

In short, when a selected index card is drawn out with upper paper holders of the binding members from lower paper holders thereof, it becomes possible to take out the documents on the upper side of the index card altogether by one hand, i.e., by one step. It becomes possible to withdraw and insert the documents by the other unused hand. It also becomes possible to bind again afterward the documents, which were withdrawn with the upper paper holders of the binding members, on the same filing device.

Fig. 3 shows a specific portion of another embodiment of the index card according to the present invention. In this embodiment, a predetermined portion of the index card is subjected in advance to processing, such as cutting and the like, and, when this portion is folded back, a projecting thumb-index identical with those shown in Figs. 1 and 2 is obtained. The number of foldable mountain-shaped cuts and the like made in one index card is not specially limited.

As described above, when the index card according to the present invention is used, it becomes possible that the withdrawing and rebinding of documents be done by one step, though two steps are required in a related art document withdrawing and rebinding method.

The present invention can be utilized for any filing devices, and preferably for a file using pipe type binding members, in which the greatest effect is displayed.

As described above, the present invention provides an index card adapted to be inserted between sheets of paper in a filing device, and having a thumb-index which is used to classify and make a search for a unit of sheets of paper, and which is formed by projecting a part of the index card, and binding holes, a thumb-index for use in classifying and making a search for a unit sheets of paper being provided at the portion of a binding hole side out of four sides of the index card which is in the vicinity of the binding holes, an index card having a thumb-index capable of removing all documents classified under the index card by one step being thereby provided.

What is claimed is:

1. An index card adapted to be inserted between interleaves in a filing device and having a thumb-index formed by projecting a part of the index card so as to show a classification of and make a search for a unit of interleaves and holes for use in binding index cards and interleaves together, characterized in that the portion of a binding hole side out of four sides of the index card which is in the vicinity of the binding holes is provided with a thumb-index for use in showing a classification of and making a search for a unit of interleaves.

2. An index card adapted to be inserted between interleaves in a filing device and having a thumb-index formed by projecting a part of the index card so as to show a classification of and make a search for a unit of interleaves and holes for use in binding index cards and interleaves together, characterized in that the portion of a binding hole side out of four sides of the index card which is in the vicinity of the binding holes is provided with a thumb-index used to show a classification of and make a search for a unit of interleaves by folding back a part of the index card.