

CONG WORD

MISCELLANEOUS WORKS—BUSINESS ENGLISH, MEMORY, ETC.—Continued.

- POWERFUL** Cane Weaving for Children. 32 pp., 20c. An educational method of hand training. By Lucy R. Lutter.
- POP** Barrett's Book of Homonyms. 192 pp., cloth, gilt, 75c.
- POT** A Complete Guide to the Improvement of the Memory. 136 pp., cloth, 50c. Or, The Science of Memory Simplified. By Rev. J. H. Bacon.

SECRETARIAL WORKS.

- PRAIRIE** Pitman's Secretary's Handbook. 366 pp., cloth, gilt, \$2.00. By Herbert E. Blain.
- PREACHER** The Junior Woman Secretary. For Girls and Young Women. (Just published.) By Annie E. Davis, F. Inc. S.T. Cloth, with illustrations, 40c. Basic Subjects:—Correspondence in all its branches, the Filing and Preservation of Letters, Interviewing, Keeping of Household and Other Accounts, Handling of Cheques, and the Correcting of Printers' Proofs—have all been fully discussed with a view to giving the young Secretary an insight into the duties which she would be expected to discharge.
- PREACHING** Pitman's Commercial Self-Educator. Edited by R. W. Holland, M.A., M.Sc., LL.B. \$3.20.

ACCOUNTANCY AND BUSINESS HANDBOOKS.

In this list may be found the Books required for the Examinations of the Institute of Chartered Accountants, and for Teachers' Commercial Specialist Examinations.

GROUP NO. 1.

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| BRACE | Accounting, in Theory and Practice..... | Lisle..... | \$4.75 |
| BRACKEN | Advanced Accountancy..... | Dicksee..... | 6.25 |
| BRAD | Auditing in Theory and Practice..... | Montgomery..... | 5.50 |
| BRAIDING | Bookkeeping for Accountant Students..... | Dicksee..... | 3.75 |
| BRAMBLE | History of Commerce in Europe..... | Gibbins..... | .90 |
| BRANDY | Manufacturing Accounts..... | Eddis and Tyndal.. | 2.00 |
| BRASSART | Money and Banking..... | Scott..... | 2.00 |
| BRAT | Money and the Mechanism of Exchange..... | Jevons..... | 1.75 |
| BRAVEST | Outline of Economics..... | Eily..... | 2.00 |
| BRAWL | Shareholders' Manual..... | Ward..... | 4.00 |
| BRAZEN | Theory of Finance..... | King..... | 1.50 |

GROUP NO. 2.

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| BOOK | Canadian Accountant..... | Johnson..... | \$2.00 |
| BOWER | Joint Stock Company Accounts..... | Hoskins..... | 2.00 |
| BOTTLE | Joint Stock Bookkeeping..... | Johnson..... | 2.00 |

GROUP NO. 3.

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| BOX | Expert Bookkeeping..... | Fleming..... | \$3.00 |
| LUCKY | Digest of Canadian Mercantile Law. Anger. Eastern Edition.. | | 2.00 |
| LUCKIEST | Digest of Canadian Mercantile Law. Anger. Western Edition.
Same as above, but containing an additional chapter, giving
the Western Provinces' Land Titles Act, and the Statu-
tory Forms..... | | 2.50 |
| LYCEUM | Laws of Business..... | Fleming..... | 1.50 |