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TEN BUSINESS COMMANDMENTS.



RAINING, with brain work, is what brings success. Your work cannot extemporize success; it must be wrought out with patience and toil."

The scholastic year 1906-1907 is drawing to a close, and to the students of the final course in Business the words above quoted bear special meaning, convey a timely warning, impart a salutary word of advice.

The ability to keep, accurately and neatly, the accounts and books of a business is too often erroneously looked upon by the young and inexperienced as the sum total of business ability; whereas, in fact, book-keeping is only an incident to business. It is the art and science of recording the results of business transactions. The best kept books can never put a dollar in the till; but they may save hundreds from unnecessarily going out. Good book-keeping tends to save and turn to profitable use that which is already in; by its records of the past, it throws light on the future for the guidance of him who manages and directs the affairs of the concern. Book-keeping is subordinate to the business, for, where no business has been done, no books of accounts are needed. Viewed in this light, it will be readily seen that the great consideration is the actual transacting of business. To succeed in this there are certain conditions and requisites of vital importance.