

ercise till he becomes a thorough master of it. The grand doctrine to be instilled into him at first is, to do his work well and correctly; swiftness will follow as a natural consequence. He sets a second line, and after it has been made faultless, he proceeds with the third, and so on till the stick is full. The utmost care must be taken to keep every letter and every line in an exact vertical position; and when he essays to empty the stick he must be taught to lift the entire mass in one square solid body, and to place it squarely and vertically on the galley. If the lines are allowed to slant either backward or sidewise, it is difficult afterward to make them stand accurately.

After the apprentice has become thoroughly conversant with the shape of every type and can distinguish "u" from "n," "b" from "q" and "d" from "p," he is allowed to distribute type for his own use. He is taught to take up at one time no more matter than he can conveniently grasp in his left hand, which he holds so that the light falls on the face of the type, and his eye can readily read it. In distributing the various letters he takes a word or two between the thumb and forefinger of his right hand, and the types are lightly dropped into their respective boxes.

At the outset, and as he proceeds, the novice must be cautioned against the acquisition of bad habits, such as swinging the body as the types are picked up, nicking the type against the stick several times before placing it in line, standing on one leg, etc.

While avoiding these ridiculous practices, a learner must acquire (if he does not possess them already) certain habitudes or principles which lie at the foundation of successful effort. The first is

Punctuality. He must conscientiously observe the time-rules of the office in coming and leaving. The early hours are the best for work, and the mind being cheered by the consciousness of doing right, the body feels the influence, and is strengthened, and when the quitting hour arrives the amount of work accomplished will satisfy himself and his master too. The most successful masters have been distinguished for punctuality. The apprentice's time is not his own, but his master's property, and wasting it by want of punctuality or idling during his master's absence is simply equivalent to stealing. The second point is

Obedience. The apprentice has no right to question orders given by the master or his deputy. His duty is promptly to do as he is told, without grumbling or dissatisfaction. Let him remember that he is under orders, and that, if he ever expects to learn how to command, he must learn in his youth how to obey. He will promote his own interests by seeking to anticipate his master's wishes, and by endeavoring to make himself so useful that his services cannot well be dispensed with. Akin to this is

Courtesy. Good manners in a youth are wonderfully pleasing, and effectively aid in his advancement. Courtesy toward his master is a matter of course, and deserving of little commendation; but he must be courteous to customers when sent out on an errand, and courteous to the workmen in the office. By this means he will secure good-will, and many a friendly hint will be given to him in acquiring a knowledge of the art. The habit when fixed will bless him and others as long as he lives.—*Am. Printer.*

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