## SHORTHA VD-TEXT BOOKS.

CODE WORD





COURSE IN ISAAC PITMAN SHORT-HAND.

Formerly called Short Course

Course in Isaac Pitman Shorthand. (Canadian Centenary Edition.) Cloth, embossed in gold, 240 pp., \$1.50. A Course of Forty Lessons in the Isaac Pitman System of Shorthand, especially designed for the Shorthand Amanuensis and adapted for use in Business Colleges, Academies and High Schools. This work is used in all High Schools and Collegiate Institutes in Canada. Also in the leading business schools. Special features of this work are.—

Position Writing from the Beginning. Words and Sentences introduced in the 1st Lesson. Business Letters in the 9th and subsequent Lessons. Phraseography taught from the 5th Lesson. Reporting Style taught from the Beginning.

†A Special Edition of "Course" is published in Lesson Sheet Form for the use of teachers and schools who give instruction by mail. Each lesson is printed in a separate part and enclosed in an ear-

Key to "Course." Cloth, gilt, 60c.

†Key to "Course" is also issued in Lesson Sheet Form. 60e.

\*Isaac Pitman's Shorthand Instructor. Cloth, embossed in gold, 340 pp., \$1.50. An Exposition of Isaac Pitman's System of Phonography. Containing instructions for both beginners and advanced students, with copicus lists of Phrases and Exercises, Business Letters, etc. The general plan of the "Instructor" makes it equally acceptable for self-tuition and for class use.

PACE

PACING

PACIFIC

PACK

PACKAGE