your firm or office. This immediately your firm or office. This immediately identifies you and the calling party proceeds with conversation. The immediate answer, "This is Jones & Co.; what is wanted?" saves a great deal of time.

3. Do not ask anyone to "hold the wire," if you know you are to be away from the instrument more than a minute or two.

or two.

4. When your bell rings answer your telephone just as quickly as possible. The person calling you is waiting at the other end of the line, and both your line and his are busy to all callers when they are connected.

5. Do not go to the telephone with "a chip on your shoulder," and address the operator in a tone of voice you never think of using in speaking to any of your own employees. Be courteous.

ATLANTIC CARGO STEAMERS.

At a recent session of the British Institute of National Architects, in Glasgow. Mr. G. B. Hunter, Wallsend, read a paper on "Large Atlantic Cargo Steamers." He spoke of the large increase in the size of cargo steamers employed in the Atlantic carrying trades since 1894, and said there was practically no limit to the size of cargoes that could be obtained in America. Until 1895 there were very few British cargo steamers of more than 6,500 tons, gross register. Of merchant steamers of 6,000 and over there were building in March, 1895, ten vessels, and in March, 1899, fifty-four. Of merchant steamers of 10,000 tons gross register and over (cargo and passengers), there were now building in British yards eighteen vessels, including the "Oceanic." about 17,000 tons; in German shipyards the page 10.000 tons prime and in Branch shipyards they yes. At a recent session of the British Inabout 17,000 tons; in German shipyards nine, and in French shipyards two vessels. Mr. Hunter discussed some leading features of what he considered a typical American feature of the present sels. Mr. Hunter discussed some leading features of what he considered a typical American freight steamer of the present or early future for carrying large cargoes across the Atlantic economically and safely on a moderate draught. With docks, harbors, and markets, as they were and would be, such a vessel might be designed to carry not less than 12,000 tons of deadweight, with cubic capacity for 20,000 tons of cargo at 40 ft. per ton, and 1,000 tons of fuel. This would require dimensions approximately as follows: Length between perpendiculars, 500 ft.; breadth, 60 ft.; depth moulded, 36 ft. to main deck and 44 ft. to the shelter deck. The draught of water loaded would be about 27 ft. 6 in. The development of the Atlantic steamer would be on shipshape lines, and not in the way of fantastic patent ships. The specifications should not be allowed to include any items that would not earn 20 per cent. per annum on their cost to cover insurance, depreciation, interest, and profit. As regarded strength, his experience had been that with good work Lloyd's scantlings for large steamers, with some little additions, had proved perfectly strong enough after three or four years' work. Further after three or four years' work. Further experiments were required to prove whether the larger steamships built on the whether the larger steamships built on the present rules would stand ten years' heavy Atlantic work equally well. Probably they would. Very few Atlantic cargo steamers had sufficient water ballast. Large steamers were more economical to drive than small ones. His experience was that the cost of building with ordi-

LIVERPOOL PRICES Liverpool, Nov. 30, 19.30 p.m. n, heavy n, light

nary appliances was considerably greater could be carried on much more quickly per ton in very large ships than in smaller and economically under covered berths ships. It had been found that the work

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