

vancement is slow—but we mean, by stenography, the ability to write shorthand over one hundred words per minute, and make a typewritten transcription of the notes at a rate of over forty words per minute, at the same time possessing a thoroughly practical knowledge of those subjects that go to make up the successful amanuensis. The stenographer must be an accurate speller, good in correspondence, rapid in figures, acquainted with, and expert in, the use of the tabulator, and, in fact, he must have a practical knowledge of the general work of the expert office amanuensis.

Business men and business firms are continually on the alert for experts in any line, and their office department is not excepted. If they find a person, man or woman, young man or young woman, who can do better work, and more of it in the same time, than another in their employ, they promptly secure the services of that expert, and their old employee is either dismissed or kept back with a low salary. We recently learned of one business man here in Vancouver dismissing five stenographers inside of ten months before he secured one who could fill the bill. He wanted an expert, and yet it was but an ordinary position. No doubt he was heard to say, and not at all mildly, "Give me no more of these inexperienced and incompetent stenographers."

The duty of the Business Colleges of Canada, and our duty in particular, is to remedy this. We must see to it that our graduates are not half-prepared by getting a half-way, slipshod course. We will do our share for this result. We have made our courses very thorough, of a very high standard, and have spared neither money nor pains to secure the very latest and best in the way of office forms and labor-saving devices. Our graduates leave us as experts.

Our Shorthand-Typewriting Course consists of Shorthand (your choice of two systems), Touch Typewriting (with typewriter at your home), Office Practice, Rapid Calculations or Short Cuts, Business Forms, Invoicing, etc.; Copying and Filing, Spelling, and Business Penmanship.