

*First Lesson  
in Shorthand.*

"Dear me! I can not button my shoe, said Grace, and no one offers to help me."

Now we are going to have a lesson of Shorthand on this text, and I hope it will be found easy and successful.

Let us begin with the first word Dear.

The first letter, d, is in Shorthand a horizontal line, drawn from left to right, as everybody will naturally do it: —

Next comes the sound e, which is figured by a hook: 3. That hook can be written in four different positions: ~ ~ c 3. Either of the four is good enough to represent the sound e when alone; but in this instance we have no use for the first three. Why that? Because it would make an angle, a break in the line between d and e, 50%.

and would take much more time to write. So these three ways would be wrong: — — — .

We can use only the fourth hook 3; but notice how we can use it in two ways, by turning it up or down: — or — . The first one can answer for dee, or thee, and the second for day.

Any one can at once satisfy himself that — or — is much shorter to write than —, — or — . Write either of these three a hundred times, and then — or —, a hundred times, counting the seconds for each hundred, and you will see how much less time it takes to write the latter signs than the first ones.

The letter d in dear is not sounded, nor is it written in shorthand because we write only sounds.