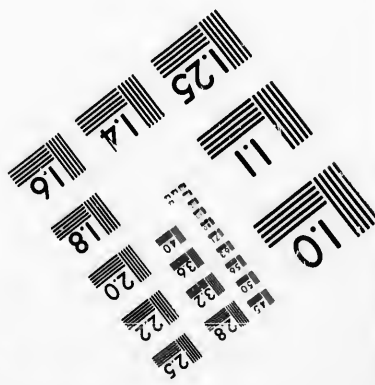
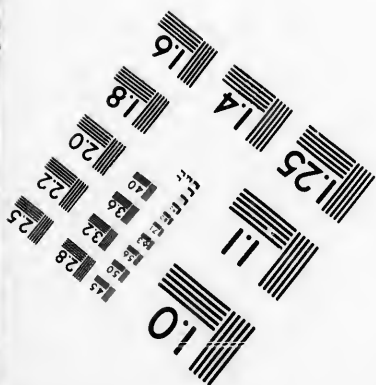
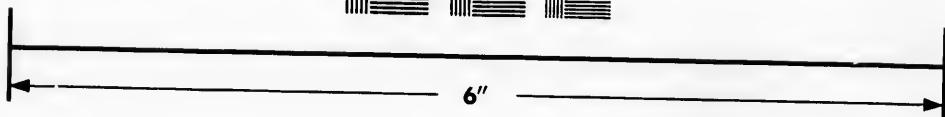
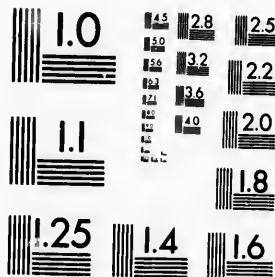


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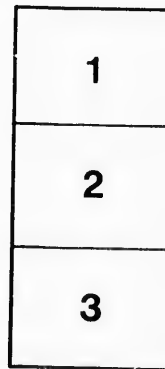
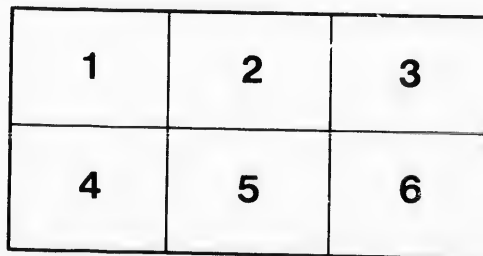
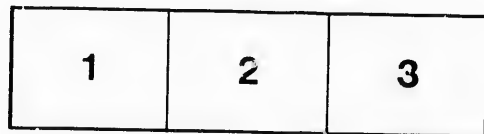
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easy as print to read.
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As plain as print to read.

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No hundreds of word-signs to remember and forget.

May be shaded or not.

May be written large or small.

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By G. W. Johnson, Head Master, Central
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1889.

Entered according to Act of Parliament, in the Office of
the Minister of Agriculture, Ottawa.

There are 16 vowel sounds represented in a variety of
ways in Longhand but always the same way in Shorthand.

Longhand Spelling.	Shorthand Spelling.
Call law now fought	k l b l n o r f t
now out owl sound	n u t l s n d
boy oil toy toil	b o l t l b
I by buy aisle	- b - b - l - l
am lamb clam ham	- m b - m k l - m h - m
not what got yacht	n t h w t g t y t
far arm bar calm	f r a r b r c m
May they date weighed	m. th. d. t w. d
men them said bury	m - n th - m s - d b - r y
Oive beau no know	i b e n e n e
us come sir myrrh	u s k i m s i r m i r h
Wee mien beat machine	w e m i e n b e t m a s h i n e
boots rule move pool	b o o t s r u l e m o v e p o o l
fit lily busy pity	f i t l i l y b u s y p i t y
your you mute beauty	y o u r y o u m u t b e a u t y
foot fut could book	f o o t f u t c o u l d b o o k

The sounds of these vowels are their names; as, aw, ow, oy,
ve. Write the Shorthand column over and over till you can
make and name them without hesitation.

100 common words make up the half of ordinary speech. Here are 26 of them represented by the vowels. Write them over and over till you can name and write them instantly.

S-H	Longhand	S-H	Longhand	S-H	Longhand
˘	awe, or	˘	ah, are	˘	who
˘	now, how	˘	a, use	˘	whom
˘	I, eye, high	˘	oh, O, owe	˘	the, thee
-	an, and	˘	us	˘	you, your
˘	on	˘	he	˘	new, knew.

It makes no difference, so far as the system is concerned, whether you write large or small, so long as the relative lengths of the different stems is preserved. Write the foregoing vowels as small as you can consistently with speed and accuracy, and let the size you make them be your own standard of measurement as to the size of your own writing. Other strokes will be "two-vowel" length, "three-vowel" length, etc. Small writing is most rapid. Read and write the following over and over many times.

John and - can go - - so can ˘ - ˘ boy ˘ - my lad -
 see ˘ ˘ x ˘ yes - ˘ ˘ at once x ˘ did ˘ say got ˘ ˘ top?
 Come, ˘ ˘ does not stand in ˘ of ˘ x So whom did ˘ give
 ˘ ˘ slate? ˘ - boy - ˘ man see ˘ x ˘ has. hat, ? ˘
 ought to pay. man ˘ ˘ x ˘ - - - - - boy may go ˘

In future exercises and whenever you can, use shorthand
 words as fast as you learn them x

4) Observe that the Consonants have two different shapes, & two different names, two different uses - one shape shows that a vowel comes before it; the other, that a vowel follows it, even when the vowels are not put in. They rarely are put in in rapid writing, and you will find as you proceed that the vowels are seldom needed, for the names of the stems suggest the longhand words. Hence your progress depends greatly on your always giving to each stem its own proper name. In the fourth column you will see how many times a "vowel-length" each stem should be made. Of course if the pen slips and a stem is made a little longer or a little shorter than it ought to be you will still be able to read it, but the nearer you keep to a set length of letter the plainer your writing will be.

L-H	S-H	name	size	L-H. Shelling			S-H. Shelling		
P	(pe	2	haw	hay	hea	((.	(.
)	ep	2	up	ope	ape)))
B	(be	3	by	be	bay	((.	(.
)	eb	3	ebb	abb	Abe)))
T	(te	2	to	tea	toe	u	u	u
)	et	2	at	it	oat	-))	(.)
D	(de	3	do	day	due	u	(.	u
)	ed	3	odd	awed	aid)))
TH	(the	4	they	thou	thy	(.	(.	(.)
)	eth	4	oath	youth	with)))

Write the last column of the foregoing, over and over till you can recognize each stem instantly by its right name and make it its proper length and shape, always keeping in mind your standard of measurement - the size you make your vowels. The shorthand period is a small x. When writing the following words you never need to insert the vowels, for the names of the stems will suggest the words. As you proceed you will omit nearly all the vowels for the same reason. Thoroughly master each step you take.

S-H	Longhand	S-H	Longhand	S-H	Longhand
⌒	pay, part	⌒	to, two, too	⌒	they, that
⌒	up, hope	⌒	at, it	⌒	with, youth
⌒	be, by	⌒	do, dew, due	o	is, his
⌒	about, object	⌒	add, had	o	as, has

Read and write the following:-

boy ⌒, hat, o head x, ⌒ will make, creditor wait
 till those ⌒ (⌒) what o ⌒ x How ⌒ know ⌒,
 1 ⌒? We ought ⌒ home in ⌒ - hour x ⌒ not been
 ⌒ weeks yet x Have ⌒ studied o long o - have?
 of money o paid - - will ⌒ rest in ⌒ week x o wet
 o feet in ⌒ so o just like, silly ⌒ x o my - black
 - blue ⌒ blow? It o - long time since - saw x Set ⌒ x

L-H	S-H	NAME	SIZE	Longhand Shelling	Shorthand Shelling
L	⌒	le	3	law lay lie	⌒ ⌒ ⌒
	⌒	el	2	all ale isle	⌒ ⌒ ⌒
H	⌒	he	4	how high home	⌒ ⌒ ⌒ m

(6) L-H	S-H	Name	Size	L-H. Shelling	S-H. Shelling	✓
W		we	2	we, would, way	1- 1- 1-	
WH		hwe	3	what, why, whey	1- 1- 1-	
K	└	ke	2	can, cow, key	- - n - -	
		ek	2	act, oak, ache	- - n - -	
G	└	ge	3	go, gay, guy	- - - -	
		eg	3	egg, Ag, again	- - - -	
F)	fe	2	for, foe, fie) n)	
		ef	2	if, off, aft) n)	
V)	ve	3	view, vow, vie) n)	
		ev	3	of, have, Eve) n)	
Y)	ye	4	ye, you, yes) n)	

The following stems, without vowels, suggest their corresponding longhand words when you pronounce the stems: -

/	all, ill		we, would	└	again, ago)	have, of
/	will	-	can)	for)	ye
/	why	└	act	└	if, off	└	well
	what	-	go)	have-you	└	while

The waved strokes may be struck the most convenient way;
 thus, ~ or ~, / or /, x or x - / - / ~ / ~ choose x | ~ want ~
 - / ~ ? / o v x / did ~ / so? - / come ~ / - x
 | ~ (right ~ so? / o v ~ ends v x) see my cap?
 | - - / ~ / ~ / ~ / ~ friends - say ~ ?

L-H	S-H	NAME	Size	Longhand Spelling	Shorthand Spelling
S	o c s	se	1	spy sup sky sick	e n a s
		se	1½	say see so saw	o n c s
		es	2	ice ace us ass	s s s s
Z	o s	ez	1	bees is as bays	o o o o
		ze	3	ease was ooze	s s s s
SH)	she	2	She show shuf))))
		esh	2	wish cash bush	1-1 -1-1
CH)	che	3	chip chin chill))))
		ech	3	which such much	1-1 o1 m1
J)	je	4	Joe joy jew))))
		ej	4	age cage large	.(-(/n(
N	o /	ne	1½	nab nag nip	o-) o-) o-)
		ne	3	gnaw nigh no	\ / \ / \ /
NG	/	en	2	own on sun	\ / \ / \ /
		eng	4	sing wing song	o\ / \ / o\ /
R	/	re	3	write raw ray	/ / /
		er	2	our ear oar	\ / \ / \ /
M	~	me	2	my may me	~ ~ ~
		em	3	am aim home	- - -
KW	c	kwe	2	quite queen quick	c- c- c-
GW	c	gwe	3	language Guin	lan- (c- o
Sc	o	etc	4	&c etc and so-forth	o o o

The "s" circle (o) may be added to stems; as, (o = pay) 2
e = eyes; o = owes; (o = says; — = goes or * the following
16 words are called the "Vocal Key" because they contain
the 16 vowel sounds. Study it well for it is the basis of
all your future work:

Call now boy I am not far * May men owe us * We
toots fit your foot * The names of these sounds are
the sounds themselves. Learn them by heart in order; as,

(e i u) (o) (a) (o) * Now if you place a consonant,
say (c), before each one, you will have (c e c i c u c)
(c o c a c o c) * In the same way each sound
may come before a consonant; as, (c e c i c u c)

(c o c a c o c) * Some of these syllables will be real
words, others only parts of words. The real words thus got
are said to be suggested, because the name of the stem
sounds something like the ^{word} — sufficiently like to suggest
to the mind the proper word when the stem is used
with others to form sentences. It is very seldom in
a sentence that you will need to insert the vowels in
such words. If the word stands by itself you would
have to insert the vowel. "Before a stem" in shorthand
means over horizontals and to the left of others; "after
a stem" means below horizontals and at the right of
others * The "e" used in the names of stems is not
(but ~ . Be careful always to give stems their right
name. In shorthand "g" never has the sound of "j"; for
"e" use "s" or "h"; for "gu" use "kw"; for "x" use "ks" etc.
no matter how words are spelled in longhand you

10) must spell according to the sound of the shorthand letters. Phonography means writing by sound, hence a letter in a longhand word, not sounded, is never written in shorthand. Write over the previous exercises as often as you can. You cannot become too familiar with them. As to the following suggested words, how do I get them? Just as I want you to do. I say aloud each of the 16 vowel sounds after one shaped stem and before its mate, and write down the real words I get. When any of these words are written, the stem that suggested them is the proper stem to use. When you read the shorthand sentence the names of the stems will suggest to your mind the longhand words. Very little practice in this system will enable you to read unerringly. Any Pitmanic System (Isaac, Benn, Munson, Burnz, Graham, Osgoodly, Scott-Browne &c) requires months, even years, to write and read successfully.

S-H	Name	Longhand words suggested
(pe	paw pie pa pray pea pew
)	ep	ape ope hope up
(be	bow bough boy by buy bay bow be bee
)	eb	ebb Abe hub (h can often be omitted)
(te	taw toy tie toe tow tea to too two
)	et	ought aught out at ate eight oat eat it
(de	daw die dye day doe dough do due dew
)	ed	awed add odd aid Ed. ode had owed
(the	thaw thou thigh thy they though the thee their
)	eth	hath oath with (w omitted)
(he	haw how ahoy high hay ho hoe he hue how Hugh

S-H	Name	Laughand words suggested
-	ke	caw cow coy co. key coo cue
~	ek	awk Ike act ache oak eke (t omitted in act-)
-	ge	guy gay go gew-gaw
~	eg	Og hog egg hug
/	re	raw row roy rife ray roe row rue
	er	or our ire air are oar ore ear here hear
(le	law allow lie lye la. lay lo. low lee lea too lieu
(el	all awl owl oil isle aisle ale ail eel ill
)	fe	for fie fay foe fee few
;	ef	off oaf if
)	ve	vow vie view (phrase) have-you
}	ev	have, of, Eve eve
)	ye	yaw yea ye you year (r omitted)
~	me	maw mow my Ma may mow me mew
~	em	am aim home hum
o	ne	no, know (used chiefly with stems; as, P=knave)
/	ne	gnaw now nigh nay neigh no know knee new knew
/	en	awn an on own "in" in
/	eng	hang thing (used for the ending "ing")
o	se	(used with stems; as, o = set; e = stay)
o	e, z, es	is his as has (used with stems; as, ~ = mess)
o	se	saw sow soy sigh say sow so see sue
{	es	ice ass ace us use
{	e, z	eyes was ease ooze use (sometimes ze)
	we	way weigh woe we wee woo
	hwe	why whay whoa (used chiefly for word "what")

S-H	Name	Longhand words suggested	12
)	she	shy show she shoo show shoe	
(esh	ash wash (w omitted)	
)	che	chew (used for word "cash")	
(ech	etch each itch (used for "whisk")	
)	je	jaw joy jay jew	
(ej	age edge	

You have doubtless noticed that some words given in previous lists may be written more than one way. When you write them do so as previously given. Now compare the words you made in your list with the words in the foregoing list. You are not expected to commit the words in this and following lists to memory. You are simply expected to know what stem to use in writing them. Let some one dictate the words to you while you write the proper stem. Take them at first in order, afterwards here and there; as you hear the word, instantly write the stem and pronounce its name. Thus when you hear the word "go" write "—" and say "ge" (not gee) "s" or "z" may be joined to any stem. Make another list going over the 16 vowels just as you did with the first list, then compare it with the following: -

S-H	Name	Longhand words suggested.
o	pes, pez	pause poise pies pass pace pays pore pus peas &c
o	eps	apes, ope, hopes hips
o	bes, bez	bows boughs boys buys bays bare bows bees &c
o	ebz	Abe's ebbs hubs
o	hes, hez	haws house has haze hose whose hiss hues &c

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S-H	Name	Longhand words suggested	13
o	tēs, tēz	taws ties toys toss toes taws teas teage 'tis	
o	ets	oats eats its	
o	des, dez	daws douse dies dice days dace dose dues &c	
o	adz	ides adds adze odds aids odes	
o	thes, thez	thaws thighs those thus these this thews	
o	eths, ethz	oaths youths	
o	les, lez	laws louse lice lies lass loss lace lays less lose &c	
o	els, elz	awls owls else isles oils ales ails ells eels ills	
o	fes, fez	face phase foes fees fure	
o	efs	oafs hoofs ifs	
o	ves, vez	rows voice vies vice vase viz views	
o	evz	halves eves Eve's	
o	res, rez	rows rouse rise rice rays raise race rose &c	
o	erz	ours airs errs oars ores ears hears heirs	
o	kes, kez	cause cows case cues coz keys coos cues	
o	eks	awks axe ox aches "ex-" oaks ekes	
o	ges, gez	gauge guise gas gaze guess geese goose	
o	egz	eggs hugs	
b	wes, wez	wise, was ways woes woos wis	
b	hwēz	whēfs wheēze whiz	
o	mes, mez	maws mows mouse mice mass mors mace &c	
o	emz	alms aims homes	
o	nez	knows, nose	
o	nes, nez	gnaws noise nice nays naze ners knees niece &c	
o	enz	awns Ann's ends owns inns	
o	engz	hangs things	

14)	shes, shez	shies chaise shows shoes
6	eshes	ashes wishes
2	ches chez	choice chase chose chess cheese choose &c
6	eches	etches itches
2	jes, jez	jaws joys jays Joe's jews juice
6	ejes	ages edges
2	eses	asses Isis aces ices oasis uses
6	ezez	houses eases oozes uses
2	yes, yez	yaws yes ewes yews

"Having completed your list and compared it with the foregoing lay a paper over the names of the stems and see if you can pronounce the stem the moment you see it. If not you must learn to do so. Then let some one dictate the words while you write the stems and name them. Thus, when you hear the word "axe" write "s" and say aloud "aks", &c. Then in exactly the same way proceed to place "s" before each stem.

e	ste, sete'	sty stay stow stew settle city
s	set	sought site cite right rat set pot seat &c
s	sete'	soddy soda seedy
s	sed	sawd side sad sod said sowed sud &c
s	sethe'	southy
s	seth	south scythe seth, saith seethe soothe
s	ske	scow sky
s	seth	sack sock sake soak suck seek sick
s	sege'	soggy saggy

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e	seg	rag	} though there are few words from 's- these stems, they are parts of many words.
e	sme	smge	
e	sem	Sam	} these are parts of many words to be explained hereafter.
e	spe	s' boy	
e	sap	sob	} these are parts of many words to be explained hereafter.
e	sap	sub	
e	sebe	snow	
e	seb	sine	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e	sne	sign	
e	sen	saw	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e	sen	sane	
e	seng	seine	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e	sle	sown	
e	sel	son	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e	sehe	song	
e	sefe	sang	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e	sef	sung	
e	seve	sing	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e	sev	sleigh	
e	sere	slow	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e	ser	shoe	
e	swe	slew	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e	resh	saul	
e	reck	soil	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e	sej	sol	
e	rese	sale	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e	reze	pail	
e		sell	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e		cell	
e		soul	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e		ve	
e		soho	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e		sofa	
e		safe	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e		savvy	
e		salve	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e		save	
e		seive	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e		sorry	
e		Barah	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e		Surry	
e		sour	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e		sayer	
e		sore	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e		soar	
e		sower	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e		sir	
e		ve	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e		sway	
e		sash	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e		such	
e		sage	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e		sedge	
e		siege	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e		saucy	
e		Sissy	} Remember there are no silent letters in shorthand. here is two syllables se - re ve
e		Lucie	

16) You are not expected to commit to memory the suggested words. What is important - the important point - is that you should so thoroughly drill yourself upon the names of the stems that you can name each instantly when you see it; that the name of the stem should suggest to your mind some word; that when you hear a word it should instantly suggest a stem. You cannot do this too thoroughly. While you should frequently review and write the words here given it is best that you write no others lest you become familiar with wrong forms. As before:

e	etes	rites stays stows stews
e	sets	sights cites sots, sates seats suits sits
e	reds	sides sods ruds seeds cedes
e	reths	scythes reethes sooths
e	skes	scows skies
e	seks	sacks socks sakes sex soaks sucks six &c
e	segs	sags
e	spes	spice spies spouse space spore spews
e	seps	saps sops soaps sups soups sips
e	sebs	sobs subs
e	snes	snows sneeze snooze
e	sens	signs sense cents pons puns scenes sins &c
e	sengs	songs pings
e	sles	sloughs plays sleighs plocs pluce
e	sebs	soils sails sales sells cells poles pouls &c
e	sefs	safer
e	sevs	salves saves sieves
e	seshes	sashes

	rejes	auges seuges sieges
	peres	sauces pouces ceases
	rezes	sizes seizes
	seres	series, perious
	sers	sires soars sores sirs rears
	swes	sways Suez

Review as before. When you thoroughly understand this proceed in the same way to add "t" or "d" to the ends of stems: If necessary you can make the hook for "d" a little longer than for "t"; as, → got → God

c	tet, ted	taught tight tat tit teat toot tied toad &c
c	etet	ought-it, at-it, ate-it, eat-it &c
c	det ded	doubt died dot date debt-dead dote dud &c
c	edat eded	audit added aided edit
c	thet thred	thought thawed that
c	ket ked	caught cowed kite cat cad cot cod coat &c
c	ekt	act ached eked
c	get ged	gout guide gad got God gate get-gout &c
c	egd	egged hugged
c	met med	Maud, might mud mat made mud &c
c	emd	aimed hemmed hummed
c	pet ped	pawed point pat pad pot pod peat &c
c	opt	apt aped oped hoped
c	bat bed	bought bowed bide bat bad bate bed &c
c	ebd	ebbed
c	net ned	naught gnawed night not nod note &c
c	ent end	ant aunt end owned

18)	enyt	inked	{ load let lead lit lid loot se
7	let led	laund loud lied light lot lad late laid led	
7	elt eld	oiled ailed old	
7	het hed	height hide hot hod hate head hut hest	
5	fet fed	fought-fight fat fad fate fade fed feet feed	
5	eft	upt oft	
5	vet ved	howell void vat vote viewed	
5	evd evet	halved have-it	
5	ret red	wrought right ride rot rool rate raid	
5	ert erd	art aired erred eared hand heard	
6	wet wed	wight wide wod wait-wade weight se	
6	hwet	white what whet wheat whist	
6	shet shed	shout shield shot shod shade shed shut	
6	esht	wished	
6	chet ched	cheat cheat chewed chit chid se	
6	echt	etched itched	
6	jet jed	jawed jot jade jet jut jute Jude	
6	ejd	aged edged	
5	est	east	
5	ezd	eased oozed used	

Thus far nothing has been said as to the way in which stems are to be struck. When stems are found to one another they may be struck in any convenient direction. When standing alone it is best to strike ^{up} (/) / and all the rest down or from left to right. The last four may be struck downward even when they stand alone if they are struck rather more upright, as,) / / + Compare the list of stems and suggested you have made with the foregoing and then practice as before. Learn stems-stems.

In the same way as before go through the vowel scale (19)
with "s" or "z" after the "t" or "d" hook.

e	tets tedz	tights tides toads teats toots
e	dets dedz	doubts dots dates debts duds deeds dudes
e	edets	audits had-its edits
e	thets	thoughts that's
e	kets kedz	kites cats cads cot's cords coats codes cuts &c
e	gets gedz	gouts guides gads God's gates gets goats &c
e	egets	ugates
e	metz medz	mites mats mates notes modes meets mites &c
e	emetz	emmetz emits
e	fetz fedz	fouts fats fads fots pods pates pets puts &c
e	betz bedz	bouts bites hides bats bets beds boats boots &c
e	netz nedz	noughts nights knots nods nets Ned's &c
e	enetz endz	on-its own-its in-its ends units
e	letz ledz	lauds lights lots lades lids loads leads &c
e	hetz hedz	heights hides hods hates heads huts heats &c
e	fetz fedz	fights fats fads fates fudes feeds foods &c
e	vetz vedz	voids vats votes
e	evetz	have-its of-its
e	shetz	shouts shots shuts sheets shoots
e	chetz	chats cheats chits
e	jetz jedz	jots jades jets jutes Jude's
e	etz	ousts
e	retz redz	roust writes rides rots rods rats reads &c
e	wetz wedz	woods wets wedz weeds waits wits &c
e	hwetz	what's whets wheats
e	yzetz	yzachts yet-it-is

te
led
te
fed
iel
ve
hut
not
ther
stand
be
key
the
the
stems.

20) beginning → created. (P) → there
 there } Lord's -- fulness. → there
 men x -- beginning } Word -- Word } → Word }
 (were → him - without him } → towards
 requires . dozen lambs pigs & sheep . . . every }
 great . company x . . . many . many . year } . . . kingdom }
 (- } . child -) } . child , - - - Amabel (x . . . shins -
 - , - birds - - - trees - (nature . full } gladness x (}
 delight - bark - () → bath } bears - lions
 growl -) } their nature } Proceed as before to add
 "m" to the stems.

o	tem	time Tom tame tome team team tomb Tim									
o	stem	autumn item at 'em ate 'em									
o	dem	dime dam dame dome dumb deem doom									
o	edem	Adam aid 'em owed 'em Edom									
o	them	them thumb theme									
o	kem	calm came come comb									
o	gem	game gum									
o	mern	mime ma'am maim mem. mum									
o	bem	bime bome boom									
o	nem	name gnome numb									
o	lem	lime lamb lame loam looms lools									
o	hem	ham hame hem home hum him									
o	fem	fame foam fume									
o	wem	wim									
o	ewem	have 'em of 'em									
o	yem	you may									
		<table border="1"> <tbody> <tr> <td>u</td> <td>weme</td> <td>we may</td> </tr> <tr> <td>u</td> <td>whem</td> <td>whim</td> </tr> <tr> <td>u</td> <td>esem</td> <td>assume</td> </tr> </tbody> </table>	u	weme	we may	u	whem	whim	u	esem	assume
u	weme	we may									
u	whem	whim									
u	esem	assume									

there
 ds
 d
 x
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 doom
 ay
 me

1)	shem	sham shame shem	(2)
1)	jem	jam jamb jim	
1)	rem	rhyme ram roam Rome rum ream room re	
1)	erm	arm harm	
6)	temt temd	timed tamed tempt teemed tombed	
6)	etermt	attempt + "p" omitted after "m" often	
6)	demt demd	damped dammed dumped deemed dimmed	
6)	femt	fumped	
6)	bemt bemd	bumped hummed beamed boomed	
6)	kemt	calmed camped combed	
6)	remd	rhymed ramped runned roamed re	
6)	lemt lemd	lined lumped loomed linped	
6)	hemt-d	hemmed humped hummed hymned	
6)	yemet	you-might you-met-	
6)	femd	famed foamed fumed	
6)	shemd	shammed shamed	
6)	eshemd	ashamed	
6)	chemd	chimed	} jemd gemmed jammed
6)	esemd	assumed	
6)	nemd	named numbered	
6)	temz	times Tom's tames tomes teams teems	
6)	etemz	autumn's items atoms	
6)	demz	dimes dains dames domes deems dooms re	
6)	edemz	Adam's Edon's	
6)	themz	Thames themselves thumbs	
6)	femz	palms (balms beans booms	
6)	nemz	names gnomes numbers	
6)	lemz	lines lambs lanes loams looms limbs	

22	<p> femz femz hemz shemz jemz hwemz esemz remz memz </p>	<p> calms combs comes → games gums fame's foams fumes hams hames homes hums hems hymns shams shames } chimes chums jams jamps James gems Jim's whims assumes { rooms reins rhymes rams roams Rome's rums reams ma'ams ma'ims mems. </p>
23	<p> test-d etest dest-dezd edest-3d kest-kezd ekst- gest-gez d eget fest-fezd epest-3d best-bezd ebest nest-nezd enst lest-lezd elect hest fest-fezd vest west rest-rezd ert </p>	<p> tossed taste test toast-teazed oughtest-atest eatest douled dozed dozed dozed dust oddest addest aidest adduced cast cost caused cared coast-cussed kissed accost accused gazed quest guessed ghost August aghast faured foised fast passed paste port pest offored appeared boned based best boast bust buzzed beat abased abused noised nest nosed inst. last lost laced lest lust list least loosed oilest ailest illest housed hoist hast haste hazed host hist hised fast faced feast fused fist fizged voiced vast vest avast roused raced raised rest wreat roast rust roost aurist arrest aroused eraced </p>

t	twest twest - 2d crest	wast waste waist west whist whizzed wheezed assessed assist	} } oozeest weest	(23)
e	ten	town tine tan ten tone tun ton tune tin		
e	eten	oaten eaten attain attune		
e	den	dawn down dine don deign den dun done dean		
e	eden	Aden Eden adown		
e	then	thine than thane then thin		
e	ken	coin can cow cane ken cone keen kin		
e	eken	oaken akin		
e	gen	gown gone gun	} (hen hone hewn	
e	egen	Egan agone again		
e	pen	paww pine pran pane pain pen pun pin		
e	epen	open opine		
e	ben	ban bane ben bone bun been boon been		
e	nen	noun none none known noon		
e	len	lawn lom line lane lain lone loan lean loon		
e	elan	Allen Ellen or -P Allen -P Ellen		
e	fen	fawn fine fan fane fen fun fin		
e	efen	often		
e	ven	vine van vane vain vain	} b whine when whim	
e	even	heaven haven oven even		
e	yen	yawn yon		
e	wen	wine wan wane wain wen won one win		
e	shen	shine shone shown shum sheen shin		
e	eshen	ashen		
e	Chen	chire chain chin		
e	jen	join Jane John jean June gin joan		
e	esen	essential	} plan of abbreviation will be illus-	
e	Zen	Zion zone	} trated further on.	

24	tent tend	tanned taunt taint tent tend torred turned tint timed
o	stent-d	attained attend atoned attend
o	dent-d	dawned downed dined donned designed don't dunned
o	edent	hadn't I thinned & written-it
o	Kent-d	count coined kind can't canned caned
o	ekent	account
o	gent	gowned gaunt { o man mine main mean
o	ment-d	mount mind manned mained meant moaned
o	ement-d	amount amend
o	ient-d	fauned point pint pined pant paint pained
o	pent-d	appoint opined opened oppugned
o	bent-d	bound biid band bond bent bend boned
o	ebent-d	abound abundant
o	enent	annoint anent
o	lent-d	lined land lent lend loaned leaned lint
o	hent-d	hind hand haunt hunt hint hound
e	jent-d	found find famed font fond faint feigned
e	vent-d	vent
o	event	avaunt event & evince events
e	rent-d	round rind rant rained rent rend
e	erent-d	errand errant around arraigned
o	went-d	wound wind want wand waned went-wend
o	shent-d	shined shant' shunt shummed & ocean
o	chent-d	chant chained chint chinned
o	jent-d	joint joined jaunt gent.
o	ejent	agent
o	esent-d	assigned ascent ascend
o	ezent	want. plan of phrasing will be explained further on.

In shorthand any hook or circle for "t" and "s" may also stand for "d" and "z". Remember you are studying to recognize the stems and instantly give their names; reced to hear in the sounds of words the names of stems and be able instantly to make those stems. In naming a stem do not break it up into parts but pronounce it as one whole. Thus, it is true that contains "l" "t" "s" but in pronouncing the name of this stem say "lets" not three stems "be-tes" which would be the way to write "beauteous"; thus, this matter of pronunciation, when you hear a word write the stem or stems that sound like it. (is all important, the basis of shorthand writing)

tens	towns tans tens tones tuns tous tins tunes
etens	attains attends atones attunes
dens	dawns downs dines deigns deus duns deans dins
thens	thanes thence Athens
kens	kines cons canes kens cones coons
gens	gowns gains guns
mens	mines man's manes men's moans means moons
emens	amens omens immense
pens	pawns pounce pines pans panes pains pens puns
epens	opens ofines happens
bens	bounce binds banus bones buns beans bins
nens	nouns nines nuns noons announce
lens	lawns lines lance lanes lens loans leans loons
elens	aligns hounds hands hens hence
zens	zawns zines zans zanes zens zence zins
vens	vines vans veins ovens evince heavens
yens	yawns shines shuns sheens shins oceans

rains erns chens ejens weas twens	rains reigns reins roans runs rinse ruins 26 irons Aaron's earns Evens chance chains chains adjoins joins John's Janes Jones Junes gins wines wanes wens once ones weans wins wince whines whence whins & essence assigns
teng deng edeng heng geng meng peng beng neng eneng leng eleng feng eweng sheng cheng jeng	Tongue tying toing toeing & eating outing dying dong doing ding { & thong thing hiding adding aiding { thawing cawing cooing King & asking eking quying gang gong going & egging { among mong maying mowing mewung & auming ^ pang pawing payung & aping ofing hoping bang bung bowing buying bayung being gnawing neighing knowing awning owning inning long lung ling lying laying lowing { hoeung oiling ailing pang hung heing hayung ^ fang feing & offing & ieing vowing weaving hawing yawing Ewing young shying showing shoeing & wishing chewing & etching itching { aging edging jawing & icing & easing oozing using
tengs thengs kengs pengs enengs	tongues tongues & outings & doings thongs things thinks thanks kings & ashings - gangs goncs goings fangs & beings bangs bungcs awnings innings ^ lungs lungcs lowings

ince

ing

mong
ing
oping

eing
ing
veing

ing

so

o

If desired the loop may be made large to show that the "ing" forms a syllable by itself; as, Lung Playing — going — going, & bangs & beings. In the same way add "ter", which may also stand for "der" "ther" "their" "there" "they are" or "ture"; by means of the ter-wave. May also be "either" ²⁷

teter	tighter latter totter letter tutor tother to-their
eteter	at-either ought-either → cutter caler can-there
deter	laughter doubter debter do-their
ester	had-there owed-their auditor → actor
theter	theater thither that-there though-there
geter	getter gadder gather go-there
meter	matter moter mutter mother madder may-there
emter	am-there → about-there
peter	router powder patter pay-their peter pewter
epter	after up-there hope-there
beter	batter better butter bitter by-their bother bather
neter	neater neither nether neuter
enter	enter under in-their
leter	loiter latter lighter later litter litter leader
elter	alter altar all-their, all-there older elder
fter	fatter fetter filter future future father
efter	after if-there
neter	voter view-their have-you-their
evter	of-their have-their have-there
heter	hatter hotter heater hither ho-there!
reter	rider writer reader reader rather row-there
erter	order or-there are-there
ester	oyster aster Esther Easter

w - their
 red - her
 es - there
 day
 ooster
 itor
 aster
 easterly
 me - their
 nder
 ther
 e
 there
 e
 e
 their


29 teters deters motered ketered beters letters ventered keted	tatters debtors mattered catered boaters letters ventured coated	& tattered & dusters & masters & countered biters loitered mated & posted	& testers & tenders & thunders & thundered & mastered & foundered & wonders & boosters & lusters & lunders & wasted & lasted & wintered & painters	29
edecken mosheus feshen loshen feshens reshew	addition missions passion lotion fashions rashion	edition motions & patient lesion & fashioned & oration	& caution & emotion & patience & objection & efficient & vision & evasion & cautions & omission & emiracion & option & Russian & Russian	
telt delt melt felt belt ebelt kelt gelt lelt felt velt chest weft erld	told dealt malt falled bawled able - to called galled lolled fault vault child walled world	toiled doled mawled filed boiled ability colt gold lulled fouled veiled chilled willed railed	tiled tilled tell - it added milled mould milt peeled pooled fulled belt bolt bowled built held hold held kilt killed gild guild oiled ailed old felt felled fold filled yelt shallt shelled jilt jilt assailed assaulted wailed wailed wold ruled whiled	

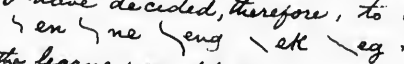
o	teses	tosses teases o it-is-his o adduces	30
o	deses	does does does-his does-as deuces	} moose's } misses
o	theses	thesis this-is that-is his	
o	meses	mouse's mice's masses morasses losses mazes messes	
o	emeses	amasses amazes amuses o gazes gauges guesses	
o	keses	causes cases kisses o axes axes excess access	
o	feses	fauses fuses faces poses pieces possess o possess ^{es}	
o	beses	bosses basis buzzes bases buys-as o elses	
o	cbes	abscess o losses laces leaves loses lasses losses	
o	heses	houses hires o uses-his o shows-us	
o	feses	fauces faces phases fuses o effaces offices	
o	veses	vases views-is vices o whips wheeps	
o	cheses	chooses choices chases cheeses each-has-his	
o	cheses	which-is-his o noises nicest nicies	
o	jeses	Jesus juices o ounces	


3	kedelt	coddled cuddled o bottled 3 victualled
3	meteld	mottled mettled modelled 3 fieldled 3 tattled

The word "us" is usually written in shorthand at the end of a stem with o; as, o to-us o with-us. When standing alone it can be written with S and the form previously given for "us" will be more convenient for "of". The vowel has had no word-value assigned to it. It will be used for "could", being the vowel in that word. A few of these small words when joined to other small words change their direction slightly. None but as below however.

.	a	>	the	>	of-an	4	her-and-I
-	an, and	7	and-the	<	of-the	17	you-and-I
-	and-a	1	of	7	of-it	2	as-a, is-a
7	and-an	>	of-a	7	of-its	9	as-the, is-the

I have arranged the strokes so that the pen may be held ³¹ as in longhand, thus enabling you to write with greater speed and less fatigue than in other systems. Thus holding the pen the most difficult stroke will be found to be . This has been used for N and in spite of having other ways of representing N; as, "O", &c this stroke comes pretty often. I have decided, therefore, to change two strokes; as follows: -

 It will make no difference to the learner except to re-name these two signs. Some hands are so balanced that to them the straight stroke is easier than the waved. Such are few. I can, myself, but I find that so many, nearly all, of my pupils cannot; hence the change.

You have now gone over the stems with their "final modifications". You have now to go over them in the same way with their "initial modifications". In the same way as before place each of the vowel sounds in succession after a stem, then before its mate. If it gives a whole word write it down. When your list is complete compare it with this. Do not be alarmed if it differs from this. Both may be right. To illustrate a point I have sometimes to deviate. Remember it is stems you are to learn so as to pronounce them instantly, to know what stem the sound of a word suggests, to know that a stem as  standing alone may suggest anyone of half a dozen words. Its name is simply "center". But standing in a sentence the context will show which particular word will make sense. Educate your ear so that when you hear a word you hear in it the name of a stem. Educate your eye so that as soon as

you see a stem you can pronounce. Then be sure to pronounce² it for the name of the stem will suggest to you the word. you see I dwell upon this point for in it is the whole art of shorthand writing and reading. In some systems you have to burden your memory with hundreds of unmeaning arbitrary signs. In this system there is none of this. Every stem has a name and the name is the skeleton of a word.

pre	know fry pray fro	pres	knows pries prays praise
eper	aper upper	bre	brow Bray brew
bres	brows brays breeze	ple	blow play play plea
eber	(part of words)	ble	blow blue blew
tre	try tray true tree	fve	fry fray fro free
ete	outer other utter later	vere	very vary
dre	draw dry dray drew	har	hire higher hair her
eder	adder eider odor	yer	year your you are
thre	throw three through	sher	shower share sure
ether	author other either	isher	assure usher usher
cher	chair chore cheer	ier	jar jeer junior
echer	which-are which'er	ajer	ajar larger
kre	cry crow crew	efer	offer if-our
eker	ochre acre Euche	over	ever over have-our
gre	gray grow grew	mer	more mere Mor.
eger	auger eager	emer	humor amon
ner	near nor nigher	enger	anger longer
ener	honor owner inner		
ter	tire tar tore tear tour	ker	care core cur cure
eter	attire at-our	ger	gore gear goer
der	dower dire door dear	fer	fair fire for four fear
eder	adore had-our	ver	have-four viewer
ther	there their they-are	efeer	affair afire afore
ether	with-our	ler	lower liar layor

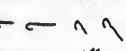
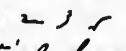
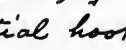
nounce²
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o none
the












praise
of plea
ice

her
-are
ure
ishes

-our
r.

e
r fear
wer
re
er

The "initial modifications" are uniformly applied to all stems except as below. therefore if I omit any stems it is simply to reduce the size of the book. As "r" never comes immediately after "l" in the same syllable (and (struck up of course) are never needed for "cler" and "lar"; these forms are used for "fle" and "ble". See page 32. The "r" as  is on the "under" side of straight stems. the other side is used for "B". The "eer" curl as  is placed any convenient way. A large initial hook as  is "y" on T, D, TH K G L R W V H Z and N on other stems it is "B". These will be made plain as we proceed and you need pay no further attention to them here. This "y" hook and the "fle" & "ble" mentioned are the only exceptions in the whole system and are made for convenience and because they are not needed for any other purpose.

	fer	power pair pore pour pour peer fear poor pure
	feer	appear & appears & pairs powers fours
	ber	bear bare bore burr beer Bier boor
	wer	wear wore wire war were we-are
	hwer	where what-are & where what-are
	bers	(sometimes one form is more convenient) bears bores bowers boors bear-us
	tres	tries trays tress truss trees & tires tears
	dres	dries draws dross drays dress & lowers
	ders	dyers doors dears doers dures & roars
	eders	adders aiders odors udders & aughters
	edeers	adores & theirs there-is & threes

less 34
 a
 fears
 is
 and
 t
 paired
 bread
 d
 plate
 bled
 red
 foot
 and
 ed

e	stet	stout - state - steed	e	sedet	sedate said - it - ss
e	setet	sighted sated	e	sedot	sedate seeded sodded
e	sethet	as - that	e	sethet	soothed saith - it
e	sket	scout skate	e	erget	as - good his - God
e	seket	sackled soaked	e	segd	sagged
e	spet	spot spite spit	e	sept	sapped sept. supped
e	esbet	has - but	e	sebd	sobbed subbed
e	smet	snout snide	e	sent	Saint sent cent
e	senget	sing - it	e	set	slight slide slat
e	set	salt sold	e	selet	salute
e	sefet	I soft sift	e	seved	surveyed } I saved
e	eshet	as hot his head	e	esyet	as yet } samite
e	smet	smite smote	e	semet	somewhat seemed
e	serect	serrate is - right	e	sert	sort sword sired
e	swet	sweet sweat	e	reshet	is - shot & sashed
e	sechet	sachet	e	rest	sauced sirt
e	stret	straight street	e	sedert	rodered con - sidered
e	setert	Saturday	e	setherd	southward
e	spret	spruit sprout	e	sepert	separate
e	sebet	soubrette	e	sebert	sobered seabred
e	splet	split explode	e	sebold	sabled disabled
e	skret	screeed scruwed	e	sekret	paced secret
e	segeed	disagreed	e	sefret	suffered } severed
e	serert	I swart	e	smert	smart
e	semerit	simmered	e	snert	snort
e	stet	straw stray	e	spre	spruf spray spree
e	seter	Satyr sether	e	sple	splay display
e	seder	cider sodder			

36

You have doubtless noticed that *a* is *skre* and *o* is *skre*. You could of course write *skre* *o* but it is not necessarily and takes longer. Compare *a* *skre* *o* *skre* *a* *o* *ge* *o* *s'gure* *q* *sek* *q* *sekr* *q* *req* *q* *reqr* *o* *ser* *o* *serer*. It is only these (the straight stems) that possess this advantage. On all others you have to say *e* *spe* *e* *spre* *ye* turning the "i" inside the hook. The form *o* therefore on straight stems can be used for another purpose to be explained later as *e* or *o* *skle* (sometimes one will be more convenient than the other)

<p>e o u o o e</p>	<p>per sper shert kert stert</p>	<p>pair peer purr spare spear spur sport spurt tart tarred start starred</p>	<p>~ ~ ~ ~ o o</p>	<p>ker sker skert smert smert</p>	<p>care core car scare score scar scared skirt smart smeared smert smeared</p>
<p>i i y y e e e e e e e e e e e e e e e e e</p>	<p>kle gle rel pley ble eple or epl wel teye ctye deye edye theye etheye</p>	<p>claw clay clue glow gle glue rule real play plea blow blue apply happily apple (able) wail we-will to-you at-you do-you had-you that-you with you</p>	<p>~ ~</p>	<p>skel egel erl fle vel epl evl hwel keye weye elye whereye erye reze</p>	<p>eclat equal eagle ogle ugly earl world fly flew flow vale vile veal awful oval evil avail while what-will Can-you would-you will-you what-you are-you were-you</p>

skre.
 eessa -
 only
 On all
 "s" in -
 be
 or 5
 other)

car
 scar
 t
 ared
 red
 ugly
 flow
 veal
 avail
 will

sten	stain stone	open	Spain spin spun 37
seten	batan satin	espen	is - open is - upon
sedem	sadden sudden	esben	has - been
erden	is - done has - done	esben	is abundant
erthen	as - then	slen	slain sloan solon
erethen	is - within	seln	sullen is - all - one
remen	some - one	esfen	as - fine is - fun
smen	is - mean	esven	is - vain I is - even
esken	is - shown	rechen	such - a - one I soften
esken	session cession	rejen	suggestion
suen	swan Rwan	rezen	season Susan
seren	serene S siren	canen	has - none
steng	sting stung	spe eng	spying
ste eng	staying slowing	rep eng	sapping sipping
esde eng	is - doing	esbe eng	is - being is - buying
redeng	sodding siding	sebung	sobbing
esde eng	is - thawing	slung	sling slang slung
retheng	soothing	sleng	slaying sleighing
setheng	something	seeng	selling ceiling
esheng	is - hung	sweng	swing
erheng	as - young	swe eng	swaying
erheng	rising	rezen	sizing seizing
sereng	soaring	seneng	running
sereng			
tre eng	trying	theng	throng throwing
de - eng	draw - ing	gre eng	growing agreeing
re - eng	crying crowing	breng	bring brewing
ple eng	flaying flying	freng	freeing trying
pre eng	blaying blowing	vereng	weering
ble eng			

<p>tiring etering ethering bering lering hering kering gering</p>	<p>tiring tearing attiring uttering withering bearing boring leering lowering herring hearing caring curing goring gearing</p>	<p>dering edering fering epering ferang evereng nering mering</p>	<p>daring during³⁸ adoring pairing pouring fairing fearing everything nearing marring</p>
<p>string redering rebering sigreng sifreng</p>	<p>string strong soldering solbering sigreeng suffering</p>	<p>sprung spleng streng sekring severeng</p>	<p>spring sprang splaying screwing succoring revering</p>
<p>stereng sperang swereng swereng</p>	<p>staring storing sparing appearing swearing swearing</p>	<p>skerang sekerang semereng slereng</p>	<p>searing securer simmersing slurring</p>
<p>kleng gle eng eglung veleng</p>	<p>cling clung glowing glowing ogling haggling vailing valuing</p>	<p>releng weleng fleng bleng</p>	<p>ruiling rolling wailing wailing fling fleeing belong blowing</p>
<p>stetst setst sedest sedest sefest s'fest</p>	<p>stoutest seatest seduced saddest safest suffused</p>	<p>spest erbest slest sellest serest sekest</p>	<p>s'aced & supposed is-best sliced solaced sorest sourest sickest</p>

ring³⁸
ring
aring
ring
ang
ing
alling
ing
owing
upposed
rest

rest rest rest rest rest rest rest rest rest	<p>trest- etrest trest etherst- krest grest werst nerst shrest</p>	<p>triest trust interest dressed & addressed thrust throwst athurst crest crossed greased grist worst nursted nearest- surest</p>	rest rest rest rest rest rest rest rest rest	<p>freest eprest brest ebrest plest blest frest merest emerest rerest</p>	<p>frued heat³⁹ friest- expressed appized braced breast abrest- abrued pleased pleased blast blast frost fussed merest emerest immersed karest</p>
rest rest rest rest	<p>klest grest plest blest</p>	<p>classed closed glossed glazed placed pleased blasi- blest</p>	rest rest rest rest	<p>kwelat plest velst eblest</p>	<p>whilat fleeceel vilst ablest</p>
rest rest rest rest rest	<p>terest- derest kerest- erest</p>	<p>tourist dearest durst- cursed accursed erst aurist</p>	rest rest rest rest rest	<p>ferest eperest ferest everest ereest</p>	<p>purst appearst first Everest arrest aroused</p>
rest rest rest rest	<p>sprest splest severest awerest</p>	<p>expressed apized spliced severest swearst</p>	rest rest rest rest	<p>seprest seberest seferest setkerest</p>	<p>suppressed soberest sufferest succorest</p>
rest rest rest rest rest rest rest	<p>tren dren thren kren gren heren yren</p>	<p>train { drown drawn drain throna thrown crown crane grown grain here-in yearn your-own</p>	rest rest rest rest rest rest rest	<p>preu epreu bren fren mren chren sjren</p>	<p>prawn apron brown brain bran frown mourn morn churn adjourn</p>

e	stent	staid stink	o	esthent	is - within - it	40
e	esdent	has - done - it	o	skent	scant skinned	
o	redent	saddened	o	sekent	second	
o	ement	is - meant	e	sement	sement	
e	spent	spent spend	o	repent	is - opened	
e	esbent	has - been - it	o	snent	has - known - it	
o	slent	slant salient	o	selent	silent	
o	esdent	his - hand	o	esfent	is - found	
o	esvent	is - venient	o	sefent	softened	
o	revent	savant	o	ershent	is - shunned	
o	eschent	is - chained	o	rezent	reasoned	
e	trant	trained	e	drent	drained	
e	thrent	throned	o	edrent	hydrant	
o	krant	crowned	e	grent	grant - ground	
o	merant	mourned	o	egrent	apground	
o	frant	frint	o	reprent	reprint	
o	brant	brand	o	plent	plant planned	
o	ebherent	abhorrent	o	blent	blend blunt	
o	yerant	yearned	o	friend	friend front	
o	reverant	reverent	o	efront	affront	
o	werant	warned	o	shrent	shrined	
o	ejerant	adjourned	o	blejrent	belligerent	
o	ezernat	was - or - not	o	cherant	clurned	
o	esterant	is - turned	o	eslerant	has - learned	
o	spernt	spurned	o	esberant	is - burnt	
o	skerant	scorned	o	seberant	suborned	
o	esmerant	is - mourned	o	sejerant	sojourned	
Learn to recognize and pronounce stems						

ne le le le le le	terut sternut therut berut lernut	turned eternity they-are-not burnt aberrant learned	le to le to le of	dernt edernt fernt efernt kernt evernt	darned darrnt ⁴⁷ adorned parent apparent care-not have-or-not
ee ee ee ee	stient esdrent cabrent esfrent	strained is-drained is-browned his-friend	ee ee ee ee	restrend sprent skrent rekernt	restrained sprained screened suck-or-not
ee ee ee ee ee ee ee ee ee ee ee ee ee ee ee ee ee ee ee	stete stede step stebe stake stege steme steli stefe stevie stere stone steche steje ereftwe	statue study step stop stubby sticky stoga steamf steely stuffy stevie stony stonyf stichy stajf as-it-would	ee ee ee ee ee ee ee ee ee ee ee ee ee ee ee ee ee ee ee	stet sted setpe stab stak steq steam stel stef steo ster stew stech stef ez-efef	state stayed is-to-pass stub stabe stick stag steam still stuff stave star store stone stich stafe as-it-was
Review frequently. Have the words and phrases dictated to you while you write and name the stems.					

stets stedes esthes stels stems steres sters	status statues studies as-it-bump sticks steams stories stones	o o o o o o o	stets stedo stels stels stens steups steshes	stetes steeds studs stabs steals stones stings stiches
stet steded stepad stebet stelet stent stent steft stecht	statute studied stupid stabat stolid steamed stoned stuffed stitched	o o o o o o o o	stetet steded stetp stebt stelt steket stelt sterel stewt	stated studded stopped stabbed stilled stucced stocked storied staved
stedest seferest stefest	steadiest sufferest stiffest	o o o	sverest reverest stelrest	severest severest stillest
stevon stelen steren	Stephen stolen sterine	o o o	stefen stemon steten	stiffen stamen staten
stepent stement	stipend statement	o o	stident stefent	student stiffened
skel setal sevel	school skill suckle civil	o o o	spe repel rebel	supply supple sable

o	steres	stays as	o	retes	suits-us	43
o	rederes	reduces	o	redes	reduces	
o	estheres	is - this - his	o	setthes	sooths-us	
o	skeres	excuses	o	sekes	sees sees	
o	semes	same-as-his	o	spes	spaces	
o	repes	supposes	o	seres	sources	
o	meses	sneezes	o	seuses	senses census	
o	treses	treses	o	neres	nurses	
o	dresses	dresses	o	edreses	addresses	
o	threses	throws-his	o	etheres	authoresses	
o	kreres	crowns	o	ekres	across-us	
o	greces	greases	o	egres	egresses	
o	preses	presses	o	epres	oppresses	
o	breses	breezes	o	ebres	abrases	
o	pleses	pleases	o	bleses	blesses	
o	heres	horses	o	emerres	immerses	
o	preses	freezes	o	veres	verses versus	
o	everes	ever-says	o	eferes	offers-us	
o	feres	forces	o	keres	curses	
o	feres	pierces	o	jerres	jerseys	
o	kleses	closes classes	o	gleses	glasses	
o	relses	releases	o	velses	valises	
o	meres	mercies	o	fleres	pieces	
o	pleses	places	o	bleses	blesses	
o	helres	holds-us	o	ycles	fields-us	

eg o	spresses swesses	expresses swears - his	o o	supresses redresses	suppresses considers - his	44
oo	stetres	states - his	oo	stedres	studies - his	
e e	stet sedet spet	state sedate spot spite	o e e	retet sedet sept	sated said - it suffed	
e e e e e e e e e e e e	tret dret thret fret bred kret gret plet fret next	treat tread dread throat pride broad crate gread plead fret freed neared	o e e e e e e e e e e e	etret edret ethret epret ebred ekred eared blet efred enort	attract adroit athwart upright abroad acid agreed blot blood afraid inert	
e e	tert dert	tort lart dirt dared	e e	etert edert	uttered adored	
e	spret	sprite	e	spert	spirit	
o o o	stept statet street	stopped statute street	o o o	stebt steft stert	stabbed stuffed start	
e o	skelt splet	scald split	e o	swelt skert	swelled plurred	

6	net	night
6	nad	need
6	nath	neath
6	nep	nep
6	nab	nab
6	nem	name
6	nek	knock
6	neg	nag
6	nehe	know-why
6	nele	Nelly
6	ner	narrow
6	nen	no-one
6	neng	knowing
6	nesh	quash
6	nech	notch
6	nees	know-us

6	netes	notice
6	nedes	no-days
6	nettes	know-this
6	nektes	no-cause
6	neges	negus
6	nepes	no-peace
6	nebes	no-business
6	nelas	no-less
6	nehes	no-house
6	nepes	no-fuss
6	neres	no-rise
6	neshes	no-shoes
6	neches	no-choice

e	nete	knotty
e	nede	needf
e	netthe	know-things
e	nepe	no-pay
e	nebe	nobly
e	neme	know-me
e	nege	negro
e	neve	navy nephew
e	neye	know-you
e	nel	Nell
e	ner	Nor
e	nene	ninny
e	nehwe	know-what
e	neshe	no-show
e	nej	nudge
e	neze	noisy

6	neto	notes
6	nedo	nods
6	nettes	neath-us
6	nekto	knocks
6	negs	nags
6	neps	nips
6	nebs	neighbors
6	nels	kneels
6	neyes	no-use
6	neves	no-voice
6	nevs	knives
6	neskes	quashes
6	neches	notches

Q	nedet	no - doubt -	Q	netet	noted	46
Q	nettet	no - thought	Q	nedet	noded	
Q	negeti	no - good	Q	negt	nagged	
Q	nepet	not - paid	Q	nept	nipped	
Q	nebed	nobody	Q	nebh	neighborhood	
Q	nenet	no - night	Q	nent	known - it	
Q	nelat	no - light	Q	nelt	knelt	
Q	nehed	no - heed	Q	neyet	know - yet	
Q	nefed	no - food	Q	neqd	noised	
Q	neteres	notices	Q	netheeres	know - this - is	
Q	neheses	new - houses	Q	neberes	no - basis	
Q	nefeser	new - faces	Q	nevrer	new - voices	
Q	netest	no - test	Q	notest	noticed	
Q	nedest	no - dust	Q	nekest	no - cost	
Q	neteng	noting	Q	nedeng	nodding	
Q	nemeng	naming	Q	netheng	nothing	
Q	nemen	no - men	Q	nefen	no - fun	
Q	netent	no! - it - is - not	Q	nedent	no! - don't	
Q	nekent	no! - I - can't	Q	nement	no - amount	
Q	stens	stands	Q	setens	Satan's	
Q	spens	spans	Q	sedens	saddens	
Q	skeus	seans	Q	sekens	sickens	
Q	selens	saloons	Q	seleus	silence	
Q	sefens	softeus	Q	sevens	sevens	
Q	serens	surrounds	Q	semenus	summons	
Q	sewens	woons	Q	semenus	some - one's	
Q	sezens	searous	Q	sebens	Sabeaus	

stem	stem steam	setem	set-him } him 47
esdem	is - dumb	sedem	Sodom has had -
erthem	is - that - him	sethem	soothe - him
skem	scheme	sekem	seek - him
esgem	his - game	segem	is - against - him
esbem	is - by - him	esebem	is - about - him
semem	sometime	slem	solemn
senem	seen - him	serem	sea - room
sevem	save - him	swem	swim
trm	trim	threm	through - him
krem	cream	etherm	either - of - them
grem	grim	prem	prim
brem	brim	ebrem	Abraham
freem	from	plem	plum
blem	blame	werm	warm
germ	germ	cherm	charm
term	term	elerm	alarm
strem	stream	seprem	supreme
skrem	scream	swerm	swarm
seprem	suffer - him	ferm	form
klem	claim	glem	gloom
eklem	acclaim	plem	flame
rebm	realm	velm	volume
stelm	steal - him	stebem	stab - him

e	stelt	stilt	o	sett	settled	48
e	esdelt	has dealt	o	sedelt	raddled	
e	skelt	scald	e	esgelt	as-gold	
e	spelt	spelled	e	esbell	has-built	
e	asfelt	has felt	e	esvelt	is-vailed	
e	smelt	smelt	e	swelt	swelled	
e	eschelt	his-child	e	eshelt	has-held	
e	trelt	trailed	e	drelt	drawled	
e	brelt	brawled	e	herelt	Harold	
e	kerlt	curled	e	ferelt	feruled	
e	steter	stuter	e	seter	set-there	
e	esdeter	his-daughter	e	speter	spatter	
e	erbeter	is-better	e	sketer	scatter	
e	sleter	slaughter	e	selter	salter	
e	esfeter	is-fitter	e	sefter	softer	
e	smeter	smatter	e	sweter	sweeter	
e	teter	tatter	e	leter	letter	
e	trater	traitor	e	lerter	ladder	
e	terter	tartar	e	plater	platter	
e	feter	father	e	krater	creature	
e	ferther	farther	e	karter	Carter	
e	frater	fritter	e	meter	matter	
e	beter	better	e	smeter	smatter	
e	brater	brighter	e	merter	martyr	
e	berter	barter	e	klater	clatter	

<p> stems stemt swirms </p>	<p> stems stamped swarms </p>	<p> skins slams Sodom's </p>	49
<p> tremt froms </p>	<p> trims frames </p>	<p> dreams blooms </p>	
<p> terms elarms </p>	<p> terms alarms </p>	<p> worms farms </p>	
<p> klems relms </p>	<p> Climes realms </p>	<p> flames volumes </p>	
<p> streamt sperms </p>	<p> streams sperms </p>	<p> supremst skreams </p>	
<p> skamt </p>	<p> skimped </p>	<p> slamt slammed </p>	
<p> thingt brungt </p>	<p> things bringt </p>	<p> kingt slingt </p>	
<p> blungt </p>	<p> belongt </p>	<p> clungt clingt </p>	
<p> skatet blelet </p>	<p> skated blighted </p>	<p> fetet wetet </p>	
<p> pretelt </p>	<p> prattled </p>	<p> stertlt startled </p>	
<p> kecken sekshen feshens feshont </p>	<p> caution cection fassions patient </p>	<p> ekshen etshens redeshen skishen </p>	

ec g	s ^h klusken gatal	seclusion fatal	→ w	Ketal shutel	castle shuttle	50
en n	splashes ebleshen	explosion abolition	→ B	greater refeshent	grandeur sufficient	
es s	paster prester	pastor prester	→ E	plaster blesterd	plaster blistered	
o o o o o o o o o o o	deryene demeng pestereng preting parting konven konpeshen	do you know dooming pestering parting parting convene Compassion	→ → → → → → → → → → →	keteng ketengs kerdeng konpis konfes kontershen kontreshon	cutting cuttings carding compose confess contortion contrition	
u u	belt beltat	bolt bolted	→ ?	betel or betelt sheteng	bottle, bottled shading	
o o o	oeng aweng thes	owing awing thes	→ o d	ieng noeng weneug	eyeing knowing winning	
o o	thet- lesnes thet- felness	thought- lessness thought- fulness	→ B	ebes- innes hem- blnes	abusiveness humbleness	

You have now had examples of nearly all the various "initial" and "final" modifications of stems. Below they are given for review and reference on the stems T, E, x, PE. Some of them make full words and others only parts of words. All stems may be similarly modified, except C, not being needed for "ler"; are used as a second form for "pl" and "bl". "tl" "dl" "thl" "nl" "ll" never occurring at the beginning of a word a large hook on these stems and on K, G, W, R stands for "Y"; as C Do you? C Will you?

		S	SS	t	ts	st	sts	n	ns	nt	nts	td	std	ntd	lt	tl
T	u	u	u	u	u	u	u	u	u	u	u	u	u	u	u	u
sT	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e
stT	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e
Tn	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e
Ter	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e
sTr	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e
sTer	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e	e

In naming stems be careful to give the name of the stem as "one whole". Thus S is not "S-T-R-T-D" but one word "started" the names suggest the words.

Stem	ter	ters	tert	ster	sters	stert	nter	nters	ntert	ng	ngs	ngt	m	ms	mt
P	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒
sP	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒
stp	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒
P	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒
sP	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒
Per	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒
sPer	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒
nP	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒	⌒

General Rule: - Whatever "initial" or "final" modifications can be attached to one stem can be attached to all stems.

There are only two exceptions in the whole system. "bre" never occurs in English; when "ler" is required you have the forms ⌒ and ⌒. Therefore what would be "bre", "b", by the rule, is used as an additional form for "ble" "ble". Straight stems have one advantage over curves. You have to write "e spe e spre" but on straight stems you can write "a ske o skre". A large "initial" hook may be used on all stems, as, ⌒ fle ⌒ ble ⌒ shel ⌒ shel
 ⌒ fle ⌒ vel ⌒ hel ⌒ vel ⌒ mel ⌒ shel ⌒ shel

I chel (echel) jeh (ejel) jehel but on all other ⁵³ stems than the foregoing the large hook stands for "ye"; as, c to-you c had-you c will-you c can-you. Observe that the form " kwe" has the large hook on the underside. Again straight stems have an advantage over curves. You have to write " kwe" but on the straight you can write " kle" - kwe I wel I wer I rel. The form " l" is not needed for "rr" and will be used for another purpose shortly.

Stems can be joined together and each must be pronounced just as if it stood alone:

de-le	daily dally delay duly & delight
de-el	dial dale dell dole dull deal duell
ed-le	oddly & sadly & adult
des-per	dispose dispise & disposed } despot
de-per-tes	deposited or & deposited
ment-el	mental mantel mantle & mentally
ke-pett	capital & captivate & captivity
ke-per	caper copper keeper cooper
de-frent	different & difference & differently
mern-fele	mournfully & mortal & model
de-lex	dollar dealer duller & nobler
dre-ler	droller driller & pity

54 While you have two signs for each consonant, one to indicate a vowel before it, and the other a vowel after it, in all the Pitman's Systems there is only one stem (with one exception) whether a vowel comes before it or after it. You can judge of the difficulty of reading a Pitman's system by the following comparison:

Johnson's	Pitman's	Johnson's	Pitman's
↳ beauty	↳ beauty	↳ peace	↳ peace
↳ abbot	↳ abbot	↳ opes	↳ opes
↳ goatee	↳ goatee	↳ cross	↳ cross
↳ agate	↳ agate	↳ acres	↳ acres
↳ blow	↳ blow	↳ piffin	↳ piffin
↳ able	↳ able	↳ painter	↳ painter
↳ views	↳ views	↳ gas	↳ gas
↳ eyes	↳ eyes	↳ eggs	↳ eggs
↳ business	↳ business	↳ choose	↳ choose
↳ absence	↳ absence	↳ itches	↳ itches
↳ arm	↳ army	↳ device	↳ device
↳ room	↳ room	↳ advise	↳ advise
↳ January	↳ January	↳ happy	↳ happy
↳ Agenor	↳ Agenor	↳ hope	↳ hope
↳ humble	↳ humble	↳ care	↳ care
		↳ crow	↳ crow

I have not made the foregoing comparison to be ⁵⁵ little the Pitmanic systems. Any one of them is grand if you have years to spend in learning to write and after ward read them.

In my system you can shade the stems or not just as convenient. In Pitman's you must shade half of the stems whether it is convenient or not or they will mean something else.

It adds to speed to be able to write certain pre-
fixes and affixes briefly; as, \hookrightarrow or \hookleftarrow , paying \hookrightarrow , print-
ing \hookrightarrow or \hookleftarrow , floating \rightarrow cuttings \curvearrowright meanings \times
 \hookrightarrow thought-lessness \hookleftarrow artlessness \hookrightarrow thought-fulness
 \hookrightarrow art-fulness \hookrightarrow abusiveness \hookrightarrow abortiveness \hookrightarrow suit-
bleness \hookrightarrow phraseology \hookleftarrow ornith-ology \hookrightarrow busi-ness
 \hookrightarrow mean-ness. Of course you may write them if full if
convenient and you choose to do so; as, \hookrightarrow or \hookleftarrow , brightness,
 \hookrightarrow compose \hookrightarrow conduce \hookrightarrow confess. Con or com in the
middle of a word may be omitted and the parts written
close together \hookrightarrow de-com-pose \hookrightarrow dis-com-pose \hookrightarrow
accommodate \hookrightarrow first con-zeals \hookrightarrow authors com-pose.
 \hookrightarrow enter-tain \hookrightarrow inter-pose \hookrightarrow understood \hookrightarrow inter-
pense \hookrightarrow magni-tude \hookrightarrow magne-tism \hookrightarrow mag-
ni-ficent \hookrightarrow accomplish \hookrightarrow reli-ability \hookrightarrow suitability
 \times account-ability \hookrightarrow respons-ibility \hookrightarrow vulg-arity.

The points of superiority of this system over others⁵⁶ are these:

(1) No care is necessary in writing the stems to have them heavy or light. Some write a much heavier hand than others. The writing may be large or small so long as the relative lengths are preserved.

(2) No care is necessary in placing the vowels; thus, either ~ ~ or ~ is egg. In other systems these would be three different things. Hence care has to be taken in those systems to get the vowel exactly at the beginning, the middle, the end. How can they tell in such a word as V whether the vowel is meant to be at the middle or end of the first stem or at the beginning or middle of the second? They must guess.

In my system either V, V, or V is always waylay.

(3) Because each stem has its own definite name it is not often necessary to insert vowels at all. When vowels are inserted they take the place of e (~) used in naming the stem; as, (o) (d) pen open. Only the principal vowel of a word need be inserted in any case. They have simply to be before or after the stem. "Before" means above horizontals and to the left of others. Before (' (- / ~ x After ((- ~). x

56
ave
land
so
is,
ise
-be
tell
Be
gin

The stem " " which shows that a vowel follows it may stand for *taw, toy, tie, toe, tow, tea, to, too, two* and the stem " " which shows that a vowel goes before it may stand for *ought, out, at, ate, eight, out, eat, it*. In any Pitmanic system the stem | stands for *ought, taw, toy, tie, tow, toe, tea, to, too, two, out, at, ate, eight, out, eat, it*, for you never can tell whether the vowel comes before it or after it. Hence a Pitmanic system is twice as difficult to read as mine. The difficulty of reading may be reduced by a plan now to be explained. You doubtless noticed that the "Vowel Key" consists of three sentences:—

- (1) Call now boy I am not far
- (2) May men owe us
- (3) Wee boots fit your foot

The plan proposed, as an aid to reading, is this: if the vowel of the word is among those in the first line write the stem above the writing-line; if among those in the second line write the stem on the writing-line; if among those of the third line write the stem below the line. This divides up the number of words that a stem may stand for so that taken with the rest of the words of a sentence the meaning is always plain. Without this aid it would be impossible to read a Pitmanic system at all. It is less necessary in my system because of its "vow-

sl-indicating stems. If the foregoing words be written according to the foregoing plan - tau toy tie and ought out at - would be above the line; - toe to and ate eight oat - on the line; - tea to too two and eat, it below the line: Thus,

These are said to be written in "first-" "second" or "third" position. Should you inadvertently write a stem in the wrong position you can make it all right by putting in the vowel; as . This is "te" although in the 3rd position while it should be in the 1st position. If a word has two or more vowels write according to the 1st vowel; as, dally daily duly

A word of three or more stems will always be plain enough without your paying any attention to its position. It is of course best not to have words run too far above or too far below the line. For myself, I begin every word on the line and pay no attention to position except in words of a single stem. In the subsequent exercises in this book, however, I will write in position words of one or two stems and I advise you to do the same. You will shortly be shown the ad-

vantage of doing so. When a word is spoken it nat- 59
 urally divides itself into stems; as Ca-lam-ity } du-
 plic-ity } de-part-ment } va-ca-tion }

When a word consists of a single stem you can and must
 always use the right one; as, (pay & paint) up & opened.
 When a word consists of more than one stem you can
 and ought to begin with the right one; either will gen-
 erally do for the rest though the right ones are best un-
 less they make a bad joining or awkward form. Thus
 for "fix" you must begin with "i" fe" in any case but
 you may write i or lo but the last is best. In the
 word "deep" you must begin with "de" but as you would
 make an awkward joining "you will use the mate
 and write . Of course the right form will gen-
 erally be the easiest; as, I device I friendly re
 repose I replace I rubber. Examine the following:

Longhand - God save our gracious queen. Long
 Stem-names - ged sev er greashes twen leng
 Shorthand - → p / 6 6 p

Longhand - live our noble queen, God save the queen.
 Stem-names - lew er nob-el twen ged sev the twen
 Shorthand - 7 / 2 6 → p . 6

Here the right stem is used in every word but) in live

and even in that you could have written the right one B 60
though not quite so quickly. Hereafter I shall not write
in the stem-names, as, after all that has been said about
them, you probably know how to pronounce them by this
time.

Tell me-not in mournful numbers life-is but an empty dream
For the soul-is dead that slumbers and things are-not what
they-seem. Lives of great men all remind-us we may
make-our lives sublime and departing leave behind-us
foot-prints on the sands of time.-Longfellow.

The curfew tolls the knell of parting day; The lowing
herd winds slowly o'er the lea; The plowman home-
ward plods his weary way; And leaves the world to
darkness and to me. Now fades the glimmering

360
write
about
this

dream
at

may

d-us

wing
ne-
l to
ve
r

Since the forms \hookleftarrow say \hookleftarrow so \curvearrowright see \hookrightarrow saw are never joined to 61 stems either at the beginning or the end, this character in any direction may be used at the beginning of stems words or phrases for "mē"; as, \hookleftarrow map or \curvearrowright map. In phrases it has the force of "may"; as \hookleftarrow maybe } may have or \curvearrowright may have, \curvearrowright may go or \times the "n-circle", \circ , may be "disjoined" with the force of "in", "in" or; as, \circ untold or \circ endure. Of course if you prefer the stem "en", use it; as, \hookleftarrow untold or \curvearrowright untold \hookrightarrow endure or \times "s" may come between a stem and the "m-hook"; as, \circ plasm \hookrightarrow prism \rightarrow catechism or

One pitmanic system has about 500 "word-signs" and as many more "contractions" to commit to memory. It is a very rapid system to one who has the mental ability & time to master it. As soon as a writer of that system is "out of practice" a short time, he forgets his "signs" and is all at sea. There is no such work in store for you. If you want contractions you must make them yourself. This you can do from one general rule. If a word is long or awkward, write the first or chief part of it plainly. Thus: Lead us not into "⊙". You could not misunderstand ⊙ in the sentence though it is only "tempt". It requires no memorizing to do this. You can of course write the word in full if you wish. Fruit will be ⊙ this year. ⊙ is plain in a sentence.

6. Has plain as abundant in full D . In some branches of shorthand work certain words and phrases are constantly occurring. You will soon learn a system of abbreviation peculiar to yourself and your branch of shorthand work. On the same principle you may often omit an unimportant letter in a common word; as, e postpone. I told you on page 2 that about 100 common words constituted one-half of ordinary speech. You have had nearly all of these. We will now review and make the final additions, making use of the fact that we may write on the line, above it, or below it. By writing \circ above the line for "as" or "has" and below the line for "is" "his" you can use the small loop to add "the" or "it"; as, \circ as it \circ is it \circ is it \circ is it

a	a, eye, sh?	7	and-a	—	in-the
—	an, and, &	7	and-an	—	on
v	the, thee	7	and-the	—	ah
I	I, eye, ay, high	7	of-a, of-an	7	aha, ha! ha!
e	oh, O, owe	<	of-the	e	oho
v	you, your	7	ifa, if-an	I	are
I	new, knew	<	if-the	—	awe
v	who	L	how	e	haw-haw
o	whom	L	now	r	or
I	of	I	in in.	r	awes
I	if	v	in-a, in-an	e	owes
				o	whose

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ha!

o	as, has	o	is, his	o	is-it-his 63
o	as-it, as-the	o	is-it, is-the	o	is-it-as
o	has-it, has-the	o	is-its	a	is-a, is-an
o	as-its, has-its	a	as-a, has-a	a	as-his, has-as
o	as-it-is, as-it-his	a	as-an, has-an	o	as-has, as-is
o	as-there, has-there	o	is-there	o	is-as, is-his
oo	as-there-is	oo	is-there-as	o	his-has, his-is
o	no, know	o	own	o	sigh
o	may, neigh	o	owns	o	sighs size
o	nigh	o	knows, nose	o	say
o	out, ought	o	had	o	says
o	at, what	o	dollar	o	said
o	it	o	do, due, dew	o	so, sow
o	to, too, two	o	did	o	sows, so-as
o	that	o	hath	o	see, sea
o	they, them	o	with	o	sees, seas
o	think	o	without	o	saw
o	can -> cannot	o	my ~	o	sue
o	kingdom	o	may ~	o	sues
o	could	o	me ~	o	ast
o	could-not	o	might ~	o	take
o	go	o	am ~	o	expect
o	give	o	question	o	

64) You understand, of course, that you may use as many or as few of the foregoing or following as you choose - you can write all the words in full if you prefer it. They are inserted for those who have a quick memory and slow fingers.

part	half	up	again	against	ago
happy	hope	opportunity	by	but	be
apply	plaintiff	plea	not	any	thing
will	all	well	for	very	have you?
when	we, or would	what	pleasure	wish	show
which	child	change	each	gentleman	gentlemen
us	use	was	there	general	agent
period (or) * period	* period	dash	parentheses	paragraph	
our are	her	here	there	were or	were
Court	will you?	special	speak	peculiar	United States
single singular	citizen	where	never	in-it	two or three
representative	opinion	world	New York	of-it	one or two
from	practice	practical	Toronto	frequent by	final

It has already been shown that words can often be joined and the time of lifting the pen saved. Never join into phrases words that join awkwardly, or if you have to hesitate and consider how to join them. "I-may-as-well", can certainly be written faster joined than separate. In this kind of phrasing which will come to you naturally after a time all the words keep their ordinary shape. The first word is written in its proper place - above, on, or below the line and the rest fall into place as they must. There is another kind of phrasing that some writers carry very far. It is to make the modifications of stems - circles, hooks, &c., stand for whole words; as, Ⓢ it-may; Ⓞ it might; Ⓜ it must; Ⓜ it must-have-been; Ⓞ do-you-know; Ⓜ did-you-know; Ⓞ do-you-not. According to this plan, "r-hook" stands for "are", "our", "or"; "l-hook", for "all", "will"; "s-circle", for "as", "has", "is", "his", "us"; "n-circle", for "no", "know"; "n-hook" for "may", "him"; "t-hook", for "the", "it"; "er-wave", for "there", "their", "they-are"; the "y-hook" for "you", "your"; the disjointed "r-hook" for "her" or "were"; the disjointed "lt-hook" for "all-the", "will-the", "will-it". Thus: } what-are } we-are } two-or } had-our

- can-all (pay all ... be-all (but-will ; 66
 is-it ; as-it ; it-is ; (what-is (what-is-it ;
 (no-time (no-doubt (you-know (to-him
 (it-may (to-it at-the (be-there (there-
 they-are (does-there (can-you (would-you
 (to-her (it-were (would-all-the (what-will-
 the . The final "n-circle" also stands for "been", "than"
 I have-been (more-than . It often happens that
 a long form requiring little care is more rapid
 than a short one that has to be carefully made .

The following are a few common expressions, business
 and other : (or (Dear Sir ; (Dear Madam ; (or
 or (My Dear Sir ; (Messrs ; (gentlemen (Yours
 &c ; (Yours truly (or (yours sincerely (your sin-
 cere friend ; (yours obediently (or (your obe-
 dient servant ; (Mr Chairman (Mr President
 (Ladies and gentlemen (fellow-citizens (in-
 amendment (moved and seconded (your favor
 (at some time (at present (as good as new
 - the Kingdom of God (Kingdom of Christ
 (Jesus Christ (6, 10 Mathew Chap VI, Verse 10
 (from day to day (from year to year ; (hour after
 hour (day after day (week after week .

66
it;
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Montreal Feb 16, 1889.⁶⁷
Messrs R. P. Willis, & Co, of 16/89
Gentlemen, Your esteemed favor of the 8th inst,
was duly received and we forward this day
by Merchant's Despatch, as directed, one barrel
two boxes and a parcel. Enclosed find invoice.
Your obedient servants,
William Raymond & Son

The Lord's Prayer: 150, 8 p l e n e - - -
w e , l o , d - - - e i t - l e p e p l y s - p
o n h o l y s p i r i t o - - - - - x 40 words

53-11
w e , l o , d - - - e i t - l e p e p l y s - p
o n h o l y s p i r i t o - - - - - x 123 words

Give me the friends of my childhood again, call⁶¹
back the forms of the loved ones of yore, I am so
weary of waiting in vain, watching for friends
that return never more. Many are hidden beneath
the dark waters that lie in the depths of the
fathomless sea, many are sleeping in green sun-
ny meadow or far away forest and come not
to me. Honors have crowned me yet sadly I dream
praises are proffered yet heedless I hear. Mem-
ory still clings to my childhood's old home,
silent, forsaken this many a year. Green are
the graves of the loved ones that gathered and played
round its portals in innocent glee; Long have I
waited alone and sad-hearted the friends of my

61
childhood come never to me - Songs of the past,
ye grow fainter and far; Scenes of the past ye are
fading from view; Home of the past I shall
see you no more; Friends of the past I am
coming to you. Far down the river that flows
on forever they rest on the shores of the
echoless sea, And though the mists cover I know
that just over the friends of my childhood are
waiting for me - G. W. Johnson.

The following is written with a coarse blunt
pen to show that it makes no difference
in the reading whether you write heavy or
light - shade the letters or not.

Toronto, April 8th 1889. 70

Messrs: David Torrence & Co., Gentlemen, This will
introduce to you the bearer, Mr. J. W. Gra-
ham, a merchant of this place, who is on a visit
to your city on business - the nature of which
he will, himself, explain. Favours shown him will
be considered as shown to ourselves;

Yours - obediently,

J. Boston, Chips & Co.,

It is a well known fact in shorthand that if the first part of a word - long or short - is indisputable the rest is plain. You will see that so far I have paid but little attention to the rule of position - that is writing certain words above on or below the line, yet it is plain as it is. If you want to make your writing very plain, write the words on

70
pages 62, 63, 64, as there indicated and all other 71
words of one or two stems above, on or below the line
according as their first-sounded or only-sounded vowel
is in the first second or third sentence on page 57

Dr. J. J. Hendrick sworn for the defense.

Examined by Mr McAllister.

Where do you reside and what is your business?

I am a physician and live in Ottawa

Are you familiar with the general doctrines of
insanity as given in the books?

I am somewhat.

You have had occasion to look into this matter?

Yes

Is dementia like dowsy or more like mania

Several of the words on the previous page could have been abbreviated had it been necessary. You will soon learn to make and understand your own abbreviations if you find it necessary or convenient to make any. What you write must be more like what you intend it for than like anything else.

Mr. Chairman, Ladies and gentlemen, I am satisfied that Canada is a nation. (applause)
I am satisfied that the men and women of this beautiful city on fair Lake Ontario have had something to do with making it a nation. I am satisfied that the people of this province which I have the honor and pleasure of visiting for the first time are determined that it shall continue to be a nation. I am satisfied that they are

I teach Munson's Shorthand in the Public School, ⁴³
and have been doing so for several years, and it is
because of the universal difficulty pupils experience
in learning to write and read a Pitmanic system
that I offer this system to Canadian students and
teachers. I have no hesitation in saying that my
private pupils write and read this system better
with three month's study than the Munson pupils
do in a year. My private pupils have become so
numerous that my terms in future will be \$5.00
for a full course - no matter how many lessons.
But if you have bought this book and are learn-
ing the system, and meet with a difficulty in
the book itself or in other writing I will answer
your letters if you enclose a stamp for return
postage. You really need no further help than
this book. The book has been written by me with
lithographic ink, on a peculiarly prepared paper,
exceedingly difficult to make changes or corrections
upon. My writing has then been transferred to stone
and lithographed by the "Duncan Lithographing
Company" to whom I am indebted for its excellent
appearance.

Geo. W. Johnson,
Principal, Central School, Hamilton.

