

Z 56

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Chown, W J

# Chown

## Shorttime Shorthand

Arranged on the latest pedagogical principles  
to enable students of shorthand  
to master the subject in a short time.



# Chown School OF BUSINESS

ROCHESTER  
SIBLEY BLOCK

CHARTERED  
BY THE REGENTS  
STATE OF NEW YORK

BUFFALO  
ELLCOTT SQUARE

Z56  
C52

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# ✓  
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no 1

## FOREWORD

orig. June 8, 1912,  
Emerson said: "The world do move!" This is doubly true of the "Shorthand World", for it is no longer necessary to spend many months to become a proficient shorthand writer.

The aim of authors of shorthand for many years has been to invent a system which could be learned in a short time, but as the problem has always been studied from the view-point of writing the numerous sounds of the language, the task has been difficult.

In this system an entirely different principle has been followed. The words are divided into syllables (as they are in the dictionary), and there being less than half as many syllables as sounds in the language, this method greatly simplifies the science.

The law of association, the value of which is evident to all who have studied memory training, has been followed throughout. To illustrate how this method fixes a fact indelibly upon the mind, take for example, the height of the mountain Fujiyama, in Japan, which is 12,365 feet. It is hard to remember these figures, until you associate them with 12 months and 365 days in a year -- then it is easy.

Each character in the system is related to other characters. For instance -- when you learn the character representing the letter (t) you know the six syllables (at) (et) (it) (ot) (ut) and (tr); and when you write this character in four directions, turning the hook four ways when it is written in each direction, you know 4 times 4, or 16 of the 26 letters of the alphabet, and also 16 times 6, or 96 of the 106 syllables which form the foundation of THE ENTIRE SYSTEM.

The natural longhand movement is used. Dots, dashes, shading, and ruled lines have been eliminated. The result is a simple, speedy, legible system.

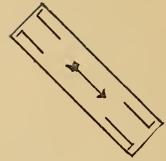
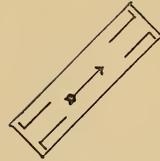
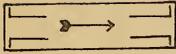
By studying CHOWN SHORTIME SHORTHAND, a student can become an expert shorthand writer in one-third the time required by other systems.

THE AUTHOR







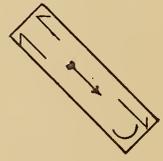
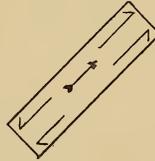
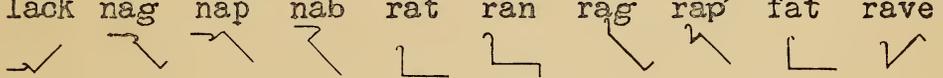


at as al an ar af aw ay ac ad az av ap ab am ag



tan tag tab sat saw sag sack name lag tall

lack nag nap nab rat ran rag rap fat rave

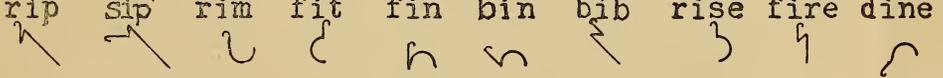


it is il in ir if iw iy ic id iz iv ip ib im ig

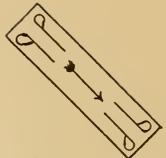
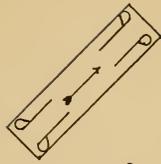
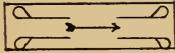


tin rig sit sin lit dig nip till sill live

rip sip rim fit fin bin bib rise fire dine



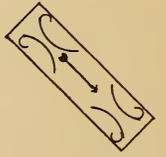




ot os ol on or of ow oy oc od oz ov op ob om og

tot ton top tow toy son sow roll toss toll

low log nor nob rod lot love rose roof rock

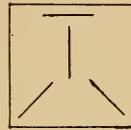


ut us ul un ur uf uw uy uc ud uz uv up ub um ug

sup tub sun tug sum nut nun bun bud lull

rut run cup rub rum fun fur cut bus null





bl fr re ch

to th sh wh

reach bluffer bless blow froze refer blew

atom alas asset annul avail abate agate even

Erin assure Ellen oppose evil erase afar anon

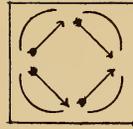
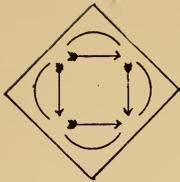
than then into shell share whim whet thought

item idle infer Isaac inner ice iron idol

Handwritten cursive letters: t, h, e, l, l, s, h, a, r, e, w, h, i, m, w, h, e, t, t, h, o, u, g, h, t

Handwritten cursive letters: i, t, e, m, i, d, l, e, i, n, f, e, r, I, s, a, a, c, i, n, n, e, r, i, c, e, i, r, o, n, i, d, o, l













slat clod sleep slope store flat clear plan

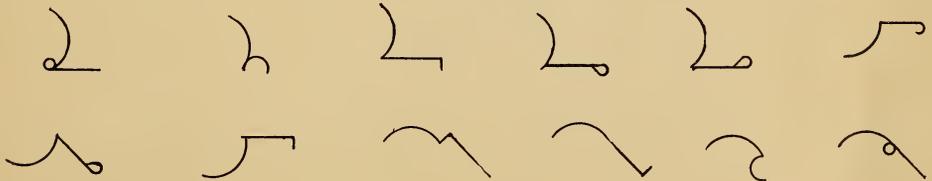
plot step close flag flop stem stag slum

spell plug star stub class clip slam spot

stave spun sleeve plan plod clock cleave clam

glass globe glow glaze gleam gloss glean gloom

delegate deliver delight deluge delve delude





t ↵ = take took tive  
 s ↵ = said same  
 l ↵ = laid letter  
 n ↵ = now new  
 r | = are  
 f | = from favor  
 w | = with  
 y | = your yours

c / = can came  
 d / = due done  
 z / = zero  
 v / = very have  
 p \ = put possible  
 b \ = been  
 m \ = make made making  
 g \ = get getting

Your new suit is fine.

l ↵ a ) h

Is your waist finished?

) l ↵ h

Where are all the people?

↵ | ↵ ↵

The shell is in your gun.

- ↵ ) n l ↵

Tell us your plan.

↵ a l ↵

Take this letter now

- ↵ - -

Whose sheep are those?

↵ ↵ | -

Where are your thoughts?

↵ | l -

↵ ) b -

↵ ) - ↵ ↵



et  = let yet

es  = see

el  = well

en  = no know

er  = here

ef  = feet

ew  = we

ey  = ye

ec  = leak

ed  = do does

ez  = ease

ev  = via ever

ep  = keep

eb  = be

em  = me my

eg  = beg

e = a or ay      - = they them think      \ = j

e = he      — = that      \ = h

e = i      / = should      \ = y or ty

o = o      / = she shall wish      ' = ly

u = u under      \ = what which      \ = ies ties

o = ing      \ = when why who      / = tion sion

1870  
 1871  
 1872  
 1873  
 1874  
 1875  
 1876  
 1877  
 1878  
 1879  
 1880

1881  
 1882  
 1883  
 1884  
 1885  
 1886  
 1887  
 1888  
 1889  
 1890

at  = at	it  = it	ot  = not note
as  = as	is  = is	os  = house
al  = all	il  = will	ol  = old
an  = and	in  = in	on  = on
ar  = air	ir  = one	or  = or
af  = after	if  = if	of  = of
aw  = away	iw  =	ow  = how
ay  = aye	iy  =	oy  = oi
ac  = account	ic  = like	oc  = look
ad  = advertise	id  = did	od  = would good
az  = azure	iz  = size	oz  = dozen
av  = avenue	iv  = give	ov  = over
ap  = appoint	ip  = ship	op  = hope
ab  = about	ib  = buy	ob  = object
am  = amount	im  = time	om  = some
ag  = ago	ig  = big	og  = go goes



The following information was obtained from the records of the  
 Department of the Interior, Bureau of Land Management, on  
 the subject of the land described in the foregoing  
 report. The land is situated in the County of [illegible]  
 State of [illegible]. The land is owned by [illegible]  
 and is being offered for sale to the public. The  
 land is situated in the [illegible] section of the  
 [illegible] township, [illegible] range, [illegible]





⌋ = trust	⌋ = sell
⌋ = sure	⌋ = street
⌋ = learn	⌋ = deliver
⌋ = near	⌋ = please
⌋ = railroad	⌋ = fill full
⌋ = from	⌋ = special
⌋ = we are	⌋ = glad
⌋ = you are	⌋ = call
⌋ = car care	⌋ = able to
⌋ = Dear Sir	⌋ = for
⌋ = various	⌋ = receive regard
⌋ = per	⌋ = check much
⌋ = bring	⌋ = con com cog
⌋ = Mr. matter	⌋ = ent ant ence ance
⌋ = great	⌋ = ont oint ment
⌋ = quote	⌋ = trans



# THE NATIONAL CASH REGISTER COMPANY

CAPITAL \$10,000,000

OFFICE AND FACTORY, DAYTON, OHIO

BRANCH FACTORIES: LONDON, ENGLAND. BERLIN, GERMANY. TORONTO, CANADA

CABLE ADDRESS  
"NACARECO-DAYTON"

JOHN H. PATTERSON,  
PRESIDENT AND GEN'L MGR.  
EDWARD A. DEEDS,  
VICE PRESIDENT AND ASST. GEN'L MGR.

PLINY EVES, District Manager  
F. E. WOOD, Office Manager

Address reply to  
BUFFALO, N. Y., OFFICE

629 Main Street  
Bell Telephone Tupper 35  
Frontier Telephone 4067

Dear Sir:

Is your cash register working satisfactorily? Does it carry out the system that you planned when you bought it? Does it accomplish everything you want it to do or can you suggest some improvement?

The year is about over, and before it closes I want to be sure that every user is thoroughly satisfied. I would like to call on you personally, but as there are 14,000 in my territory it would require too much time to get around.

If you are not getting just the results you want, we shall be glad to help you with any suggestions we may make by letter, and have a representative call if you wish.

A stamped postal is enclosed for your convenience in answering.

WJC/CMO.

Very truly yours,

District Manager.



∞ = Dear Sirs	∞ = believe
∞ = Gentlemen	∞ = balance
∞ = Dear Madam	∞ = also
∞ = Messrs	∞ = answer
∞ = Yours truly	∞ = ultimo
∞ = Yours very truly	∞ = could
∞ = Yours sincerely	> = interest
∞ = Yours respectfully	∞ = company
∞ = Yours faithfully	∞ = oblige
∞ = we have	∞ = we shall
∞ = your favor	∞ = we would
∞ = in reply	∞ = we regret
∞ = would say that	∞ = to be
∞ = to say that	∞ = to be able to
∞ = impossible	∞ = in regard to
∞ = important	∞ = in reference to



# BUFFALO EVENING NEWS.

BUSINESS OFFICE

BUFFALO. N. Y.

Mr. Harry Smith,

1200 Main Street,

1200

Buffalo, N. Y.

Dear Sir:

Why not decide to sign your name at the bottom  
of the enclosed slip when you read this letter.

Really, I am afraid that if you do not settle  
this amount very soon, you will forget how good those  
stories were. There were 40 of them you know, and every  
single one of them must have brought a little joy. Just  
think of it--40 times a little joy; what a lot of joy!

I do not know whether \$10 will settle for all of it, but  
send it along.

Yours respectfully,

WJC/WHW



ax		=axe		=Spring		=January
ex		=express		=Summer		=February
ox		=box		=Fall		=March
ix		=mix		=Autumn		=April
ux		=luxury		=Winter		=May
sa		=say		=North		=June
pa		=pay		=South		=July
ls		=less loss		=East		=August
ns		=ness		=West		=September
ys		=yes		=Sunday		=October
ds		=discount		=Monday		=November
ms		=mistake		=Tuesday		=December
f-ob		=f. o. b.		=Wednesday		=today
c-od		=c. o. d.		=Thursday		=tomorrow
bl-l		=bill of lading		=Friday		=together
ship-bl		=shipping bill		=Saturday		=all together



**WEED & COMPANY****WHOLESALE HARDWARE****IRON & STEEL, RAILROAD, SHOP & MILL SUPPLIES**

Dear Mr. Smith:

When you think of hardware, we venture to say that you think of Weed's. For the firm of Weed's has been associated with hardware needs and hardware satisfaction in Erie County for a period of ninety-four years.

Pretty considerable length of time for a business to run--and grow, don't you think? When your excellent business has reached that age you'll feel like celebrating in some way. Our way is to concentrate upon twenty-five or thirty items that you are sure to need, and, without shading the quality because of the lower price, assure you that you can keep one dollar out of every five in your pocket when you buy from this list.

Read and consider the attached bargain list and remember if it's hardware it's at Weed's.

Very sincerely yours,

WJC/MMD

By

Manager.



لَا = You cannot

لَا = You do not

لَمْ = You did not

لست = You are not

لَا = You will not

لَمْ = You were not

لَا = You hope not

لَا = You shall not

لَا = You could not

لَا = You would not

لَا = You ought not

لَا = You should not

لَا = You will be pleased

لَا = You would be pleased

لَا = You shall be pleased

لَا = You should be pleased

لَا = We cannot

لَا = We do not

لَمْ = We did not

لست = We are not

لَا = We will not

لَمْ = We were not

لَا = We hope not

لَا = We shall not

لَا = We could not

لَا = We would not

لَا = We ought not

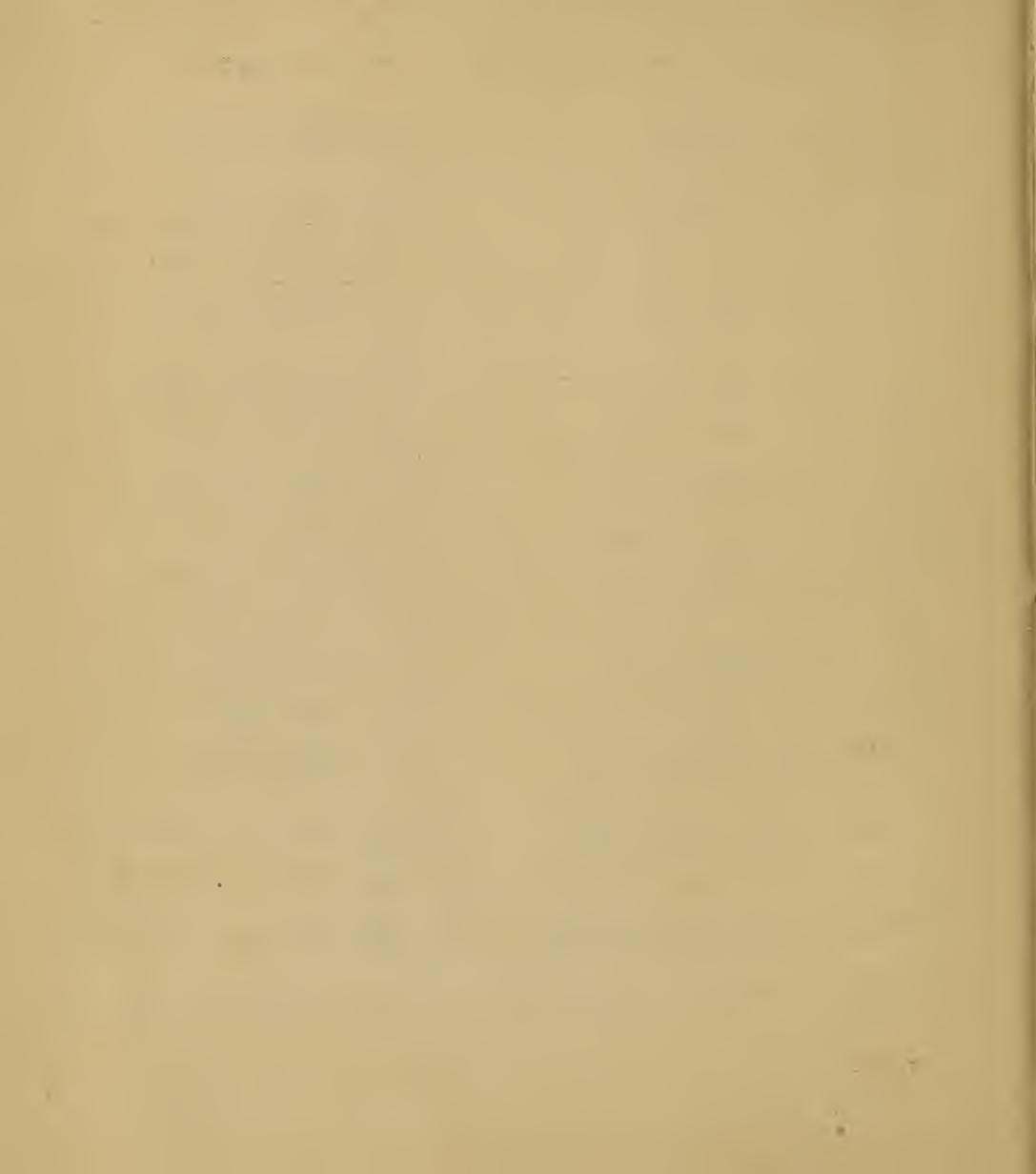
لَا = We should not

لَا = We will be pleased

لَا = We would be pleased

لَا = We shall be pleased

لَا = We should be pleased



THE YOUNG MEN'S CHRISTIAN ASSOCIATION  
CENTRAL DEPARTMENT

BUILDING, 43 WEST MOHAWK STREET

CLIFFORD HUBBELL, CHAIRMAN

RALPH CROFT, TREASURER.

C. M. BROWNELL, DEPARTMENT SECRETARY

My dear Mr. Brown:

You have been a member of the Young Men's Christian Association some time during the past few years, but just at present you are not on our rolls.

The association may mean one or all these things to you:

HOME -- for nearly 700 young men who come to Buffalo live in Y. M. C. A.

Dormitories; EDUCATION -- for added mental power is provided for you in

forty-one vocational courses and educational classes; HEALTH -- for

gymnastics, aquatics, and play under skilled direction, help the city

man to maintain physical stamina; SERVICE -- for opportunities are opened

for you to do unselfish, thank-you, jobs for OTHERS -- the stranger,

or the less fortunate fellow who may need you.

On the ground of your past interest, and our present need of your co-operation, we most cordially invite you to renew your membership-- the cost is small.

Very truly yours,

*Charles F. Parritt*  
Membership Secretary.

CTP/MEN



✓ = cents  
 ⌘ = dollars  
 ∪ = hundred  
 - = thousand  
 ↘ = million  
 ~ = minutes  
 ) = hours  
 ⌘ = days  
 ↘ = a. m.  
 ↘ = p. m.  
 × = number pound  
 ↗ = per cent  
 / = period  
 ↗ = paragraph  
 ↗ = exclamation  
 ↗ = interrogation

⌘ = as soon as possible  
 } = replying to your letter  
 } = in reply to your favor  
 } = in reply to your letter  
 ~ = in answer to your letter  
 ↓ = We received your check  
 ↓ = We received your favor  
 ↓ = We received your telegram  
 ⌘ = We are sorry  
 ⌘ = We are very sorry  
 ⌘ = to hear from you  
 ⌘ = as far as possible  
 ~ = We received your valued favor  
 ~ = We are in receipt of your favor  
 ~ = We are in receipt of your letter  
 ~ = We are in receipt of your telegram

MAY 31 1912

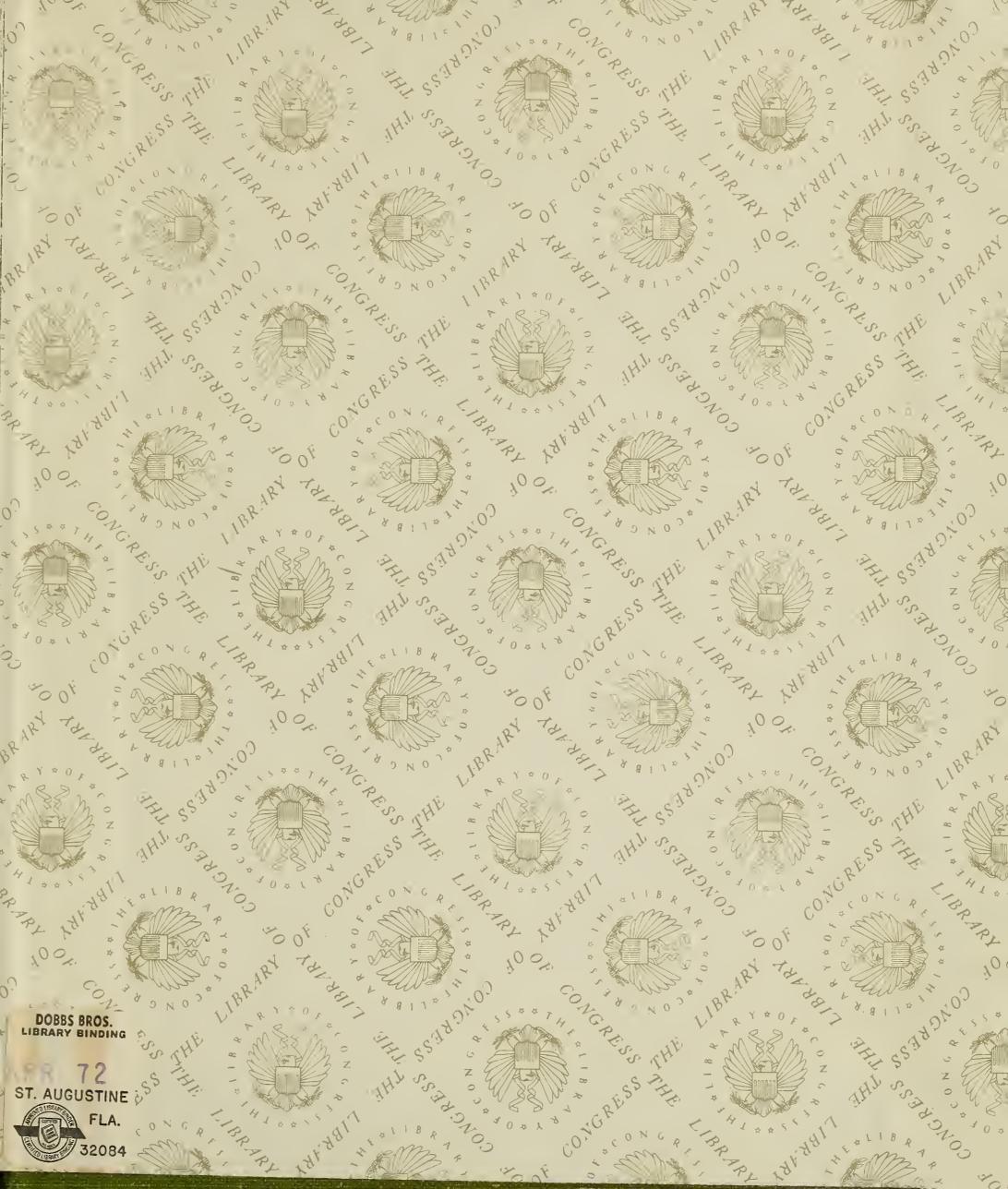
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LIBRARY OF CONGRESS



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