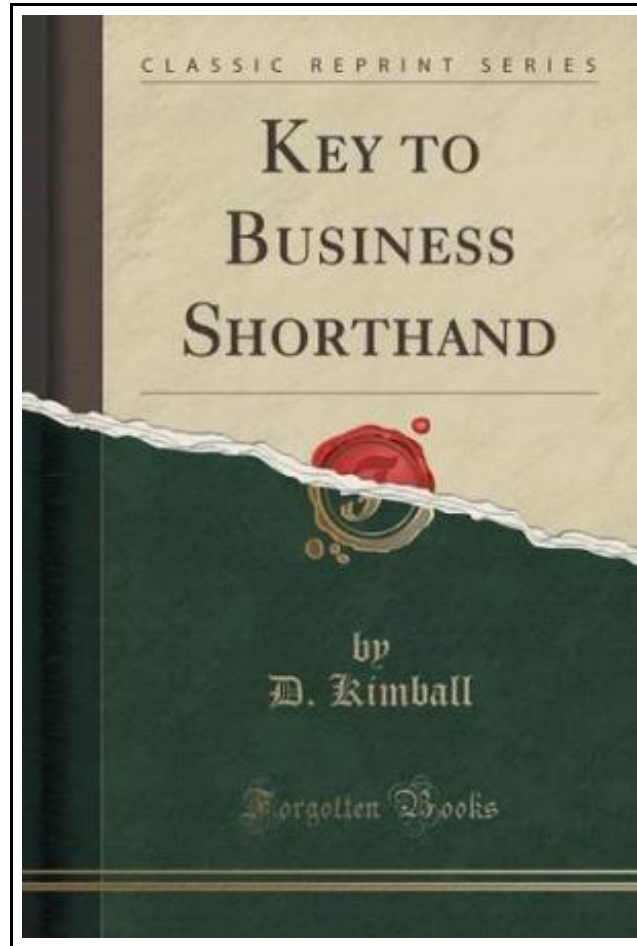


Key to Business Shorthand (Classic Reprint) (Paperback)



Filesize: 9.45 MB

Reviews

It is simple in study safer to understand. It can be full of knowledge and wisdom Your way of life span is going to be enhance when you full looking at this book.
(Lavina Torp)

KEY TO BUSINESS SHORTHAND (CLASSIC REPRINT) (PAPERBACK)

[DOWNLOAD](#)

Forgotten Books, United States, 2015. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.Excerpt from Key to Business Shorthand This book is not intended to encourage laziness, or the shirking of the necessary amount (not large) of close attention and work which must be done by the student to acquire efficiency in this new and better way of writing, but to aid in presenting the subject so fully and clearly that no attentive person need make a mistake or waste any time or effort in learning and to lighten the work and increase the efficiency of the teacher. In these matters an ounce of prevention (of mistakes) is worth many pounds of cure (corrections) to both learner and teacher in the saving of time and unnecessary work. Students in schools will find the arrangement and presentation of the subject in Business Shorthand and this Key the most direct, expeditious and economical possible; while those who must learn at home, or without a teacher, will find the method of instruction and the large amount of material furnished for practise drill to be just what they need to bring desired results. By following out the plan outlined in Suggestions to Teachers and Students on page 88 and following, the teacher will find that by this method he is relieved entirely from the tedious, wasteful and vexatious drudgery of correcting exercises, and as a consequence, by proper management, can successfully conduct large as well as small classes without being overburdened. Heretofore crude and difficult systems, costly outfit of books, etc., slow and discouraging methods of instruction, with attendant large percentage of failures, high-salaried, special teachers, involving large expense, have prevented the introduction of shorthand and typewriting in many schools where otherwise they would...

[Read Key to Business Shorthand \(Classic Reprint\) \(Paperback\) Online](#)[Download PDF Key to Business Shorthand \(Classic Reprint\) \(Paperback\)](#)

Relevant Kindle Books



Learn em Good: Improve Your Child s Math Skills: Simple and Effective Ways to Become Your Child s Free Tutor Without Opening a Textbook (Paperback)

Createspace, United States, 2010. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.From a certified teacher and founder of an online tutoring website-a simple and...

[Download eBook »](#)



No Friends?: How to Make Friends Fast and Keep Them (Paperback)

Createspace, United States, 2014. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.Do You Have NO Friends ? Are you tired of not having any...

[Download eBook »](#)



History of the Town of Sutton Massachusetts from 1704 to 1876 (Paperback)

Createspace, United States, 2015. Paperback. Book Condition: New. annotated edition. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.This version of the History of the Town of Sutton Massachusetts...

[Download eBook »](#)



To Thine Own Self (Paperback)

Dog Ear Publishing, United States, 2011. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.Carefree and self assured Carolyn loves her life. Her uncle runs...

[Download eBook »](#)



The Sunday Kindergarten Game Gift and Story: A Manual for Use in the Sunday, Schools and in the Home (Classic Reprint) (Paperback)

Forgotten Books, United States, 2015. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.Excerpt from The Sunday Kindergarten Game Gift and Story: A Manual for...

[Download eBook »](#)