

# *Lineography;*

A PRACTICAL SHORTHAND

(TAYLOR IMPROVED).

A COMPLETE SYSTEM OF STENOGRAPHY, ADAPTED  
TO PROFESSIONAL AND PRIVATE PURPOSES;  
EASILY ACQUIRED; NO THICKENING  
NOR HALF-LENGTHENING.

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ENTD. STA. HALL.]

## P R E F A C E.

1. The publishers of the following pages trust that their venture will not be taken amiss by a public accustomed to many attempts to popularise particular systems of Shorthand. In the present case, however—and this qualification is most important—the system offered is not new, and its merits will not be diminished by the success or reverse of any modern-day advocacy of it. Seeing that there was still room for presenting Taylor's unrivalled method with several improvements (which, it is hoped, will be appreciated by those professionally attached to that system), the publishers have set about the pleasant task of compiling a manual that may be found of service to those contemplating the acquirement of a useful art. The "simplicity and legibility" which are claimed as the especial attributes of some recently-introduced schemes will be pronounced on the most superficial examination to be more marked in Taylor's alphabet than in any other; and this feature alone, the publishers think, would be sufficient reason for bringing at any time such a system before a discriminating public.

2. The improvements referred to, it may be here mentioned for the information of the numerous practitioners of Taylor, are the one-effort compounds, form (from), comp, thr, ws, wch, mst; the letter-signs for op, am, tional, &c.; also the distinctive sign for with—all which, as will be seen, besides producing an abbreviated system of Shorthand writing, contribute much to the unequivocal depicting of words.

## INTRODUCTION.

3. Among all the systems of Stenography there is none less complicated than that of Samuel Taylor. "Harding's Taylor" was a popular text-book some forty years ago, as was also a manual of the quick-writing art published under the title of "Six Lessons on Shorthand." This latter was the work of a practical man, P. B. Templeton, who had to "acknowledge himself indebted to Mr. Taylor's system for the alphabet, which, in his opinion, is the best that has been adopted, and produces the neatest and most lineal writing." In his work the author differentiates between hard c and q by writing the latter as a Pitman l; formerly the Taylorian k had stood for c hard, k, and q, and the distinction thus made must have been of real service to the Stenographer, though it is a departure from the strict curve which Taylor used.

4. Taylor himself taught his system with marked success at Oxford many years before he published it, and testimonials as to his ability as a teacher and to the value of his work came into his hands from several of the most eminent men of his day. The poet Beattie, who was an enthusiastic admirer of the "Universal Alphabet," is one of these. Although more than a hundred years have elapsed since Taylor introduced his praxis to the British public, it is still the recognised necessity for reliable and expeditious notetaking among some of the foremost authorities. Many of the heads of the principal newspaper reporting staffs are Taylorites, and by far the majority of the Stenographers attached to courts of law are also writers of this system.

5. A surprising number of people are nowadays under an impression, created by several interested writers of Shorthand history, that there was no such being as a verbatim reporter fifty years ago, because, they argue, there was then no system of Shorthand which could bring about such an achievement. It is to be regretted that some modern writers, even Shorthand authors, have also come to entertain this belief, which is a very erroneous one. Fifty years

back there were just as competent scribes as there are now, though, for instance, looking at the highest quarters, the facilities in the Houses of Parliament were not then the best adapted to the carrying away of every word of an orator. If any authority were needed for the assertion made as to former ability it is within reach in the prints of the time. Of course, it will not be contended that any system of Stenography—as contrasted with so-called Phonographies—is absolutely perfect; but it could easily be shown that many of the old systems are better than those of modern growth, in some of which it seems to be an impossibility to attain the requisite rapidity without double-lengthening, half-lengthening, thickening, and goodness-knows-what. Perhaps more blunders have resulted through the principle of thickening strokes and curves than by anything else. A famous old-Shorthand theorist and practitioner, Thomas Gurney, who brought Mason's system to the front rank, a position which it occupies at the present day, pronounced as emphatically against this principle as any man could do. He said: "The practice of varying a character by thickness I totally expunge, as it could never be written swiftly with any tolerable degree of precision."

6. Messrs. Chambers, the well-known Edinburgh publishers, in the earlier editions of the "Youth's Companion and Counsellor," introduced Taylor's alphabet, with remarks on its practice. Referring to Phonography, "which is modern," they observed, "conventional forms of spelling are dismissed, and words are represented by marks signifying sounds. The originator of this method expects that compositors will be able to set their types from the reporter's notes without transcription; but it may be doubted if this ever could be generally done; and *the whole system seems an undesirable refining of ordinary and sufficiently adroit practices.*" The sentence here italicised is worth noting in connection with the perennial controversy as to which system is the best.

7. Taylor, in constructing his alphabet, took the line as furnishing five characters, namely s, t, f (v), r, and d; then he attached circles to these strokes, making m, p, b, l, and h. Halving the circle he obtained ch, n, k (hard c), and g (or j, both letters being represented by the one sign). He gave, for convenience in joining, two forms to w, and the remaining requirements of his system were satisfied by hooking t, s, and r, for th, x and sh, and y respectively—even his alphabet, brief and safe as it is, including a sign for x, ks

being its antitype in Phonographic systems, a combination which has been proved over and over again to be pernicious. And so far as experience, the all-sufficient test, demonstrates, Taylor's compact and geometrical arrangement is the *summum bonum* of Shorthand. The speed which trained and practised Taylorites can attain borders on the marvellous, notwithstanding the apparent lengthiness of many outlines compared with those which do service in other hands; but the reason of this is to be found in the simplicity of the characters employed and the consequent celerity of execution which is the natural outcome. It has been remarked that no system can be written with greater recklessness or permit of greater liberties; that none has yet been made public which can give such sterling evidence of its adaptability to accurate notetaking. The main essentials of any Shorthand system are legibility and simplicity, and none possesses these in a higher degree than Taylor's; no other set of characters can be joined with the same facility. Unencumbered with vowels as distinct letters, its vowel scale is the acme of lingual convenience. Place this Shorthand alongside a Phonographic system, with its patiently penned puzzles: the latter seem to be carefully drawn; Taylor's characters are unhesitatingly struck. Where are to be seen all the backward hooks and curves that are presented in a Sound-graphy; where are the continual retrogression of the hand and the irritating necessity of attention to "position," paper, pen, and ink? While lines are a *sine qua non* to the interpretation of the one system they can be dispensed with altogether in the other. "I will back a young [Taylor] writer in my employ," said an advocate of the "Universal Alphabet," "against any other reporter of similar age and experience in the country."

8. Alphabet.

A B C(s) D E F, G G, I  
 (par. 10) 2 - i (10) \ )  
 H I K(c) L M N O  
 P Q R S, T U V  
 X Y Z  
 (10) . 6 8 (10) 6 or 2

9. Compounds.

Ch Sh Th -ing -ly Comp. for Thron  
 i - i o . i  
 Ws Ur Mn Min Mg Vg Ls Gls -sional  
 2 1 2 2 3 5 8 (final hook)

Mat 9 Uch e -ious, -ous, ies. -  
 Note. The dot shows where the character is begun.

10. The vowel Table.

a e i o u } ab, ad, af, ag, ac  
 } at, et, it, ot, ut 2 1 2 2 2  
 } ta, te, ti, to, tu 2 2 2 2 2  
 } as, es, is, os, us  
 } sa, se, si, so, su.

Joined O - Of (f) 2 of (h) of (e) P  
 On (e) 2 Other 2 Thoroughly 2  
 Allot 2 Sought 2 Copper 2  
 Optionally, 2





17. After noting that those letters which occur oftenest in a printed page are provided with the most facile characters, the pupil should run his eye down a column and underline all the prefixes and affixes, principally derived from the Latin, which are corporated into speech. If he think that his discernment here be not so acute as it might be, let him glance occasionally at an etymological dictionary. (See par. 20.) For clearness, the prefixes and terminations are italicised in the Key to Exercises (par. 22).

18. Many words can be written with single characters (pars. 10 and 21), and where a word is frequently repeated in a discourse or is allied to the subject, if not the subject itself, it will generally be convenient to adopt this principle; as D of W, Duke of Wellington, the B nation, the British nation, &c. Such words as ecclesiastical, Nonconformist, which are never written at length in any system of Shorthand, should be expressed as briefly and intelligibly as is practicable, e.g. ek, n conf. The letter r by itself should be made like a small v. With the assistance of the Arbitraries (par. 12), and by taking them as a sample of further contractions, the student should soon be able to report a moderately-fast speaker *verbatim*, premising that he give a fair amount of attention to the study.

19. To this end, it is a very good plan for the pupil to pick up an old book wherein the letter is well spaced, and interlineate the corresponding Shorthand characters; by persevering in this course, as well as exercising his knowledge in other directions, the learner will gradually but surely acquire that mastery of hand which he is supposed to desiderate.

20. THE FOLLOWING ARE THE PRINCIPAL  
PREFIXES AND AFFIXES.

LETTERS.	PREFIXES.	AFFIXES.
A (dot)	all, al	ly
B	abs, obs, ob, bene, bank	ble, bly, bility
D	de, des, dis	dom, ed
F	for, ful	ful, fil
G	. . .	graph, graphy
H	hypo	hood
K	con, com, accom	cle, acle, kind, cult-y
L	. . .	less
M	medi, mis, magni, multi	ment
N	in, intro, inter, under	ness, nt, nce, hand
P	par, per, pre, pro, pub, practi	. . .
R (v)	re, recom, repre, recog	ary, ery, ory
S	satis, circum, sub, super	sion, tion, self
T	trans, ter, testa, testi	ate, ity, tude
X	extra	. . .
Sh	. . .	tial, cial, ship
W	. . .	ward-s

21. A GREAT SOURCE OF SPEED IS THE USE OF  
LOGOGRAMS OR WORD-LETTERS.

B	be, by, been, best	S	say, see, us, his, is
D	do, had	T	that, it, to
F	if, of	W	we, way, who, would
G	give-n, go, God, good	X	example, except
H	he, have	Y	you
K	can, know	Sh	shall
L	lord, all	Th	though, think
M	may, me, my, him (insert vowel)	Ch	each
N	in, no, on	Wch	which
P	upon, up, put	Ws	was, whose
Q	question	Mst	must, most
R (v)	are, our, remember	Thr	their, there

## 22. KEY TO EXERCISES. (PAR. 13.)

- (a) In the early part of the year a national association was formed in London. In other capitals of Europe a similar step was taken.
- (b) The Sphinx was a monster resembling a virgin in the upper half of the body and a winged lion in the lower. Somnus, the god of sleep.
- (c) Between Liverpool and Glasgow. From Land's End to John o' Groat's. Manchester, Edinburgh, Dundee, Perth, Aberdeen, Inverness, Hamburg, Rotterdam.
- (d) I know this man. I have often seen him at my uncle's. We have known each other a long time. Put this letter on the table.
- (e) Mr. Gammon was with him about half past nine o'clock the next morning, sufficiently anxious to hear how he had got on overnight.
- (f) Bear-baiting made one of the amusements of the romantic age of Queen Elizabeth. It was introduced among the princely pleasures of Kenilworth.
- (g) The first mention of coal that occurs in any charter in Scotland is found in a grant executed in 1291.
- (h) Of all amusements there is none perhaps more innocent or more conducive to health than that of dancing. A passion for this exercise has prevailed in all ages and among all nations, and it will undoubtedly exist as long as generations shall be renewed.
- (i) The weaknesses of the human mind are sometimes so ridiculous that one can scarcely give credit to them. In Egypt the master of a house in which a cat died shaved his left eyebrow as a sign of mourning. Formerly in Poland those who were accused and convicted of eating meat in the time of Lent had their teeth plucked out. A slanderer was condemned to walk on all fours and to bark like a dog for a quarter of an hour.
- (k) Though I speak with the tongues of men and of angels, and have not charity, I am become as sounding brass, or a tinkling cymbal. And, though I have the gift of prophecy, and understand all mysteries and all knowledge; and though I have all faith, so that I could remove mountains, and have not charity, I am nothing. And though I bestow all my goods to feed the poor, and though I give my body to be burned, and have not charity, it profiteth me nothing. Charity suffereth long, and is kind; charity envieth not; charity vaunteth not itself, is not puffed up, doth not behave itself unseemly, seeketh not her own, is not easily provoked, thinketh no evil; rejoiceth not in iniquity, but rejoiceth in the truth; beareth all things, believeth all things, hopeth all things, endureth all things. Charity never faileth: but, whether there be prophecies, they shall fail; whether there be

tongues, they shall cease; whether there be knowledge, it shall vanish away. For we know in part, and we prophesy in part. But, when that which is perfect is come, then that which is in part shall be done away. When I was a child, I spake as a child, I understood as a child; I thought as a child; but, when I became a man, I put away childish things. For now we see through a glass darkly; but then face to face: now I know in part; but then shall I know even as also I am known. And now abideth faith, hope, charity, these three; but the greatest of these is charity.

- (l) In the course of my application to this study I have perused more than forty publications and manuscripts on Shorthand Writing; some of them, no doubt, have their perfections, but there is none of them with which I am thoroughly satisfied. In the first place, their alphabets seem to be imperfectly chosen, and as improperly applied, most of their letters being a combination of characters so awkwardly formed that if a practitioner can make them at all it is with the greatest difficulty; and it is with still more difficulty that he can join them, so as to make them properly distinct when written. The most simple and proper characters for expedition which I have seen are thrown away chiefly upon such consonants as are but seldom met with in the common course of writing, whilst characters more difficult are assigned to those that most frequently occur.—Samuel Taylor, 1783.

The publishers will be glad to receive from students of the system notes of the progress they make, so as to keep on record results of study; also, on receipt of stamped addressed envelope, to answer any queries touching on points that may arise in the course of practice.

It is intended shortly to issue Exercises in Lineography, as a Sequel to the present manual.

## LESSONS BY CORRESPONDENCE.

For those desiring it, arrangements will be made for teaching the system in a course of Six Lessons by Correspondence. Address, the Publishers'.