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THE **BUSINESS** **Journal**

A MAGAZINE OF

BUSINESS TRAINING

FORMERLY

The Penman's Art Journal

FEBRUARY, 1911
NEWS EDITION

PUBLISHED MONTHLY AT 229 BROADWAY, NEW YORK. REG. EDITION, 75¢ A YEAR. NEWS EDITION, 100¢ A YEAR.

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Read the following:

Last March I celebrated my twenty-fifth anniversary as court stenographer here. In all these years I have had great satisfaction in the use of the Isaac Pitman System, and I believe that it combines, in a greater degree than any other, simplicity, freedom from too much nicety, and a practical rough-and-readyness, and at the same time possesses sufficient flexibility and precision to make it adaptable for all kinds of technical *verbatim* reporting. I have been so well satisfied with it in actual work, that I have never even dreamed of changing. I have tested it in unique ways as a teacher. In one large class I taught without a book, simply using the blackboard and an ordinary flat ruler, the latter being used for the illustration of the consonants, and my pupils made marvellous progress by this method. I have in various towns in this province taught children, so that within one half-hour from the time I began my lecture, they could read readily sentences I would write on the board in Phonography, such as, "Now you may read and write." From my experience of nearly thirty years as a phonographic teacher, journalist, and reporter, I would say that the very simple systems which can be learned in a phenomenally short time are usually too crude and simple for practical work; while, on the other hand, the systems which are very highly articulated are adapted only to a peculiar type of mind. The Isaac Pitman System strikes the happy medium, and with proper presentation is bound to remain ahead of all others.—*Thomas Bengough, C. S. R., Official Stenographer, Civil, Surrogate and Criminal Courts, Toronto.*

Write for particulars of a free correspondence course for teachers, and a copy of "Pitman's Shorthand Weekly"

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At the same contest Miss Bessie Friedman in the Novice Championship of the World—for contestants who began the study of typewriting on or after September 1, 1909—made a record of 81 words per minute net. We believe we are safe in saying that Miss Friedman is the fastest typist of her age in the world. Both Miss Betts and Miss Friedman studied typewriting from PRACTICAL COURSE IN TOUCH TYPEWRITING, and both are writers of the Isaac Pitman System of Shorthand.

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¶ And in addition to the greater average speed, greater average accuracy is the natural result from a brain that is free for brain work.

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Because it is complete. Every English sound is positively represented, and every word of the language unmistakably written.

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RATIONAL TYPEWRITING WINS

In the International Typewriting Contest held simultaneously in London and New York in October, Rational Typists won the following events:

WORLD'S TYPEWRITING CHAMPIONSHIP. Won by Mr. H. O. Blaisdell, of New York, a graduate of Gregg School, Chicago. Speed, 109 words net per minute, exceeding the record of last year by 14 words per minute.

WORLD'S AMATEUR TYPEWRITING CHAMPIONSHIP. Won by Mr. J. L. Hoyt, of Kansas City. Speed, 95 words net per minute, exceeding the record by 19 words per minute.

TYPEWRITING CHAMPIONSHIP OF ENGLAND. Won for the second time by Mr. Emil A. Trefzger, a "Rational" typist of New York, on October 18th.

The Typewriting contest at the National Business Show, St. Louis, December 1st, was won by Mr. Gus R. Trefzger, a brother of the English Champion.

All of these writers were trained on Rational Typewriting and are expert writers of Gregg Shorthand.

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NEW YORK

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35th Year

FEBRUARY, 1911

No. 6



Wren Pitman

Born Crombridge, Wilts, England,
July 24, 1822.

Died Cincinnati, Ohio, U. S. A.,
December 28, 1910.

SPOKANE IN 1912.

In the opinion of the Editors of THE JOURNAL, the National Federation made a wise move in deciding to go to Spokane for its next annual meeting. If the Federation is to be national in scope, it must be in territory. During its fourteen years of existence, it has held its meetings in a very small circle, the longest radius being from Chicago to Pittsburg, less than five hundred miles. The National Educational Association thinks nothing of holding one meeting in Boston, and the next in Seattle or Los Angeles.

To be sure, there are those who will say that we cannot go so far west as Spokane, but we must think of those in Washington who cannot come so far east as Pittsburg, or Cincinnati, or even Chicago. Nevertheless, there will be a very large attendance of eastern and middle-west business educators. The thing necessary to do, however, is for each one to begin laying his plans at once for the trip. The trip alone cannot help but be more valuable than an average meeting, for in journeying from Chicago to Spokane, for instance, one will traverse a very delightful section of the country. A visit to Yellowstone Park is an education in itself, and to have unfolded to one's view the riches of the inter-mountain region is like visiting another planet.

The Duty of Local Organizations.

In order that every business educator may feel the touch of the Spokane Meeting, it is necessary that each local organization that holds its meetings between now and July, 1912, plan to send one or more delegates to that meeting. It may be necessary to pay the traveling expenses of that delegate out of the treasury, but it will be an investment which should bring returns a hundred fold. The delegate would be given an opportunity to visit a great many of the high grade progressive western schools. He could submit a report explaining in detail the exhaustless national resources of our great country, the opportunities for young men in the West, and many other details could be brought to the attention of a local organization in a way that could not fail to be very impressive. Among the associations to whom this should strongly appeal, mention might be made, at random, of the following:

New England Business School Managers' Association,
New England Supervisors' Association,
The Connecticut Business Educators' Association,
Eastern Commercial Teachers' Association,
New York Commercial Teachers' Association,
Wisconsin Business Educators' Association,
Indiana Commercial Teachers' Association,
Central Commercial Teachers' Association,
Ohio Commercial Teachers' Association,
Missouri Valley Commercial Teachers' Association,
Business Educators' Association of California,
Washington State Teachers' Association,
Oklahoma State Teachers' Association, and others.

No doubt, the secretary of the Federation, F. M. Antwerp, as well as the secretary of the Private School Managers' Association, A. F. Gates, will each do his part in seeing that such a procedure as this is carried out.

A point we most strongly urge is that the officers of each one of these associations get into immediate touch with R. J. Maclean, secretary of the Spokane Chamber of Commerce, who will be glad to furnish them with all information they could possibly desire concerning the trip to Spokane and return.

THE JOURNAL'S DEBATING CLUB.

Debaters.—Are you at it? Good long winter evenings afford you an opportunity for your debating club. You *Pros*,

strike hard! You *Cons*, hit back heavily! Give each other arguments, not froth or pyrotechnics. Here are new questions for your club:

RESOLVED:

That an income tax is a desirable part of a scheme of taxation.

That life in the country is more favorable to the development of a good character than life in the city.

That capital punishment should be abolished in New York State.

That poverty produces more crime than wealth or ignorance

FEBRUARY CLUBS.

That pupil of yours who is enthusiastic in his work ought to be, and doubtless is, broad-minded enough to have a royal appetite for the good things which our table offers him; and that pupil who is sluggish would be waked up if you gave him an appetizer. February is a fine time to get up a club for our Journal. Many pupils who entered last Fall had little appreciation then of what a magazine like ours would be of value to them; but now they are dead in love with their penmanship, or their shorthand, or their bookkeeping, or some other study, and the really wise teacher would prove that wisdom by putting into the hands of every such pupil the monthly numbers of our magazine. Get up a club at once. A club of ninety-two comes just now from a school where one might possibly have expected twenty,—but the teachers were enterprising, enthusiastic, far-sighted, and their students evidently partook of their spirit and "go." February is a big clubbing month, and we are counting on you one and all.

THAT PENMANSHIP CERTIFICATE.

We have no hesitation in saying that the very best series of penmanship lessons presented in any magazine is to be found in The Business Journal, and our enthusiasm is daily confirmed by the letters of teachers whose pupils are studying and practicing the Lessons which Mr. Mills furnishes. Let no teacher fail to have each pupil prepare at the close of his course the best specimens of his work, showing the advancement made, and send them to us for criticism. If found worthy, we shall be glad to send our beautiful Certificate, artistically engrossed with the name, date, etc., only asking a small fee for the engrosser's service. This is a Certificate worthy of any pupil in any home.

MEDALS GALORE.

The Medal Distribution will soon be in order. All over the land they will drop into school after school, where ten subscribers to our magazine are following Mr. Mills' course of Lessons under the teacher's eyes, striving for the mastery, becoming sublimely enthusiastic, and getting the "swing of victory." Teachers, help every aspirant to do the best that is in him. Pupil, be at it and always at it daily. A Gold medal, Silver medal, and Bronze medal awaits you, and two Certificates are offered, in each school, one for the greatest improvement made and one for the best writer. Forward, march!

THE FEDERATION.

Our readers will find a fine account of the great Federation Meetings in the present number, the greater portion of which will be found in the News Edition. But the report will be continued in the March issue, with copious extracts of speeches and addresses by such notabilities as Enos Spencer, "Uncle" Robert Spencer, S. C. Williams, E. St. Elmo Lewis, and others. We believe we shall have the finest account of the Chicago Convention appearing anywhere, and other conventions are by no means ignored.

Department of Business Writing

C. C. Mills, Editor.

FOR BEGINNING STUDENTS.

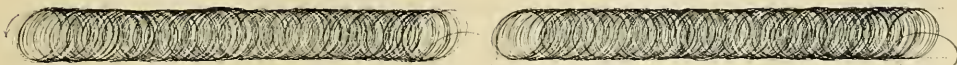


Plate 1.—The simplest movement exercise for beginning students is the large retraced oval. In the first line of this plate, we have four in a group. After making the first one going around from ten to twenty times, swing over and make the second one, and so on through. Having made sev-

eral pages of line 1, the student should try his hand with line 2. This is a Second Degree oval, one-half the size of the former, and requires a little more control. Many pages should be made of this exercise, endeavoring at all times to make the oval in proper form.



Plate 2.—Capital *A* should be closed at the top, one half as wide as it is high, and finish with a curved stroke which passes just through the base line. Count 1, 2, 3. Make 60 per minute. Capital *C* is made of two ovals, one small—half

the height of the other—and a second one large. The chief trouble with this letter in making the first oval is to bring it close enough to the base line. Alternate the letter with the movement drill.

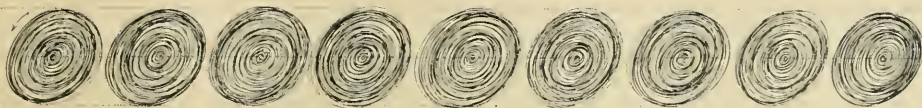


Plate 3.—The horizontal eight exercise is a good one to develop lateral movement. Make four to the line. Aim to keep both parts the same size. A very nice exercise is to begin with the small oval, gradually enlarging same until

it is as large as one can make it. In line 3 this exercise is shown two spaces in height. It can be made larger after a student has developed considerable movement freedom.



Plate 4.—If one can make the simple oval, the *O* will present no difficulty. Observe that the finishing oval is small, and that it barely passes through the side of the oval when completed. Count 1, 2 and make 90 per minute. The *E* is

another letter that is made up entirely of ovals. Care should be taken to make the first part on the proper slant, the rest of the letter will take care of itself. Do not make the second part unduly large.



Plate 5.—In making the first line of this plate, the straight line or post should be made after which the oval can be thrown around it. This is an Indirect Oval. The purpose

of making the first is to aid in getting the proper direction. In line 2 we have a specially prepared drill for eleven of the capital letters: *K, H, K; N, M, W, U; Q, V, U, Y.*

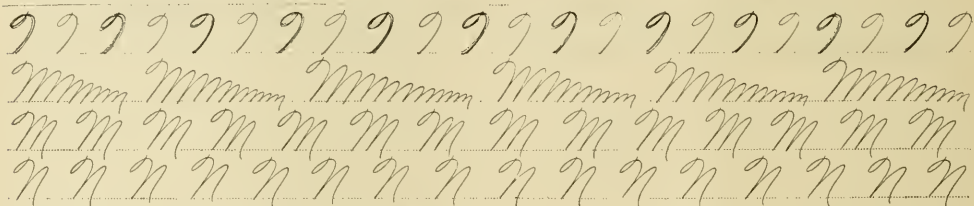


Plate 6.—Three steps are necessary to master the *M*. First, sufficient drill on the special exercise in the first line of this plate; second, a thorough mastery of the second line; third, practice on the letter itself. The same instruction applies to the *N*.

For Beginning Students. Students taking up practice in business writing, must bear in mind that one of the essentials in this style of writing is ease and rapidity of motion. Constant thought should be directed toward the development of a free and easy movement, and yet a movement that is at all times under perfect control. This does not mean that there should be any scribbling or scrawling. It means that every stroke should be made with some purpose, and yet a high degree of accuracy should not be sought. In fact, it is

very unwise to attempt extreme accuracy in rapid business writing, for it demands too much attention to the manner of writing, whereas, the chief thought should be given to the substance of writing.

Attention is called to the fact that medals will be awarded at the close of the school year for proficiency in penmanship. This applies directly to those who are following this course. The winner is going to be someone who devotes all of his spare time to well directed practice. The results will depend upon the style of writing, and care must be taken that whatever movement is generated, the same must be in body writing. It is the application of movement to word, letter and sentence forms that is the true measure of successful practice.

FOR INTERMEDIATE STUDENTS.

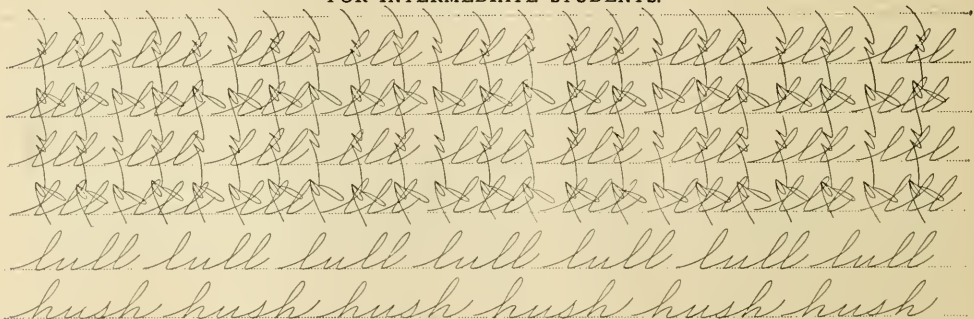


Plate 1.—In making loop letters, one should always bear in mind that the loops are of equal width and length. Notice particularly where the strokes cross each other. Do not strive

so hard for accuracy that you fail to develop an easy movement; for after all, it is far more important that one develop an easy movement than that he should be so extremely accurate.

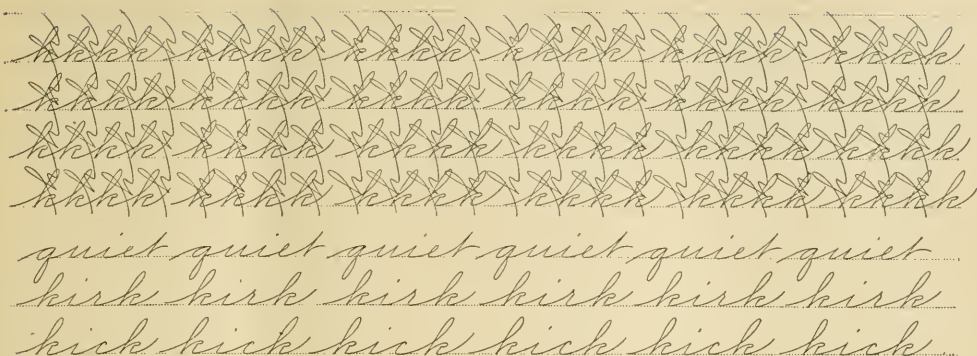


Plate 2.—The *h* and *k* are so similar that drill on one helps one to master the other. Observe that the finishing part of the *k* is no wider than the same part of the *h*. Fill many

pages with practice work on each of the key words given. In *kirk* and *kick* you will have an opportunity to test your skill in making similar loop letters.

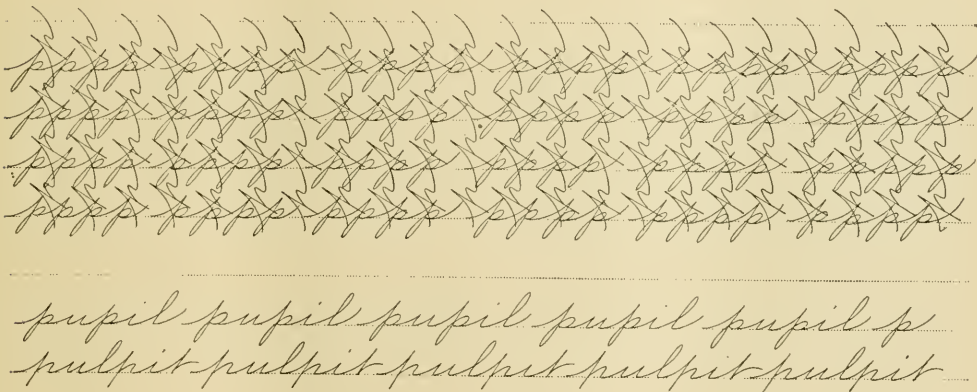


Plate 3.—The *p* is given in two forms, one with the loop, the other without. The loop form is without doubt the more

rapid. Develop a rapid graceful style of letter, being careful not to make the letter too large.

FOR ADVANCED STUDENTS.

Geneva Genesee Genesee Galveston Ga.
 Hoboken Helena Huntsville Hutchison H.
 Indiana Iowa Irondequoit Indianapolis
 Juniata Jamison Jerome Jamestown Johns
 Kenton Kansas Kanona Kankakee Knox
 La Crosse Lock Haven Lowell Lancaster Lew
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Norristown Newark Newport New Haven N.
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 Queens Quito Quincy Quarantine Queensburg
 Richmond Rome Reading Ravenswood Rogers
 Scranton Superior Syracuse Sacramento S
 Trenton Toronto Tacoma Troy Topeka Tyler
 Urbana Union Utopia Underwood Utica
 Vienna Vermont Vassar Vandalia Van
 Warren Williamsport Worcester Winchester
 Xenia Yonkers York Janesville Zeller Z...

Plates 1 and 2.—From *Genera* to *Zeller* we have an abundance of work for the advanced student to master. This series was begun in the last issue. The best plan of practice is to work on each word separately until it is well in hand, and then proceed with another; finally, returning to the first for a review. As an inducement to those who are really working as hard as they can to win a medal or certificate, the editor will present a compendium of business

writing to the ten students who not later than March 15th, send to The Journal office the best practice work on these words. The list should be complete, comprising those in January number. Make one line of each word. It may be possible that some of the specimens will be good enough to publish. If so, we shall be glad to engrave them. For this purpose, the work should be done in black ink.

Flowers have an expression of countenance
 the same as men and women. Some seem to
 smile, others are sad, while some seem quiet
 and pensive.

Plate 3.—Here is a paragraph that should be written ten times each day during the month of February. A beautiful

penmanship souvenir will be sent to the six who send in the best work on this paragraph between March 1 and 15.

The great sayings of one generation have to be
 repeated for the next. It is in this way that the
 world's wisdom has to be transmitted, the books have
 to be reprinted, the great music repeated, and the great
 pictures seen again and again. Charles Welch

THE PENMEN'S EXCHANGE

Contributions are solicited for this department from all the penmen. We want the best that the profession can supply. It is the plan to make this department one of the most interesting in the magazine.

EDITOR'S SCRAP BOOK.



HE flourished design by O. J. Penrose, Elgin, Ill., which has reached our desk, is very skilfully and delicately executed.

Well written ornamental cards conveying Christmas Greetings came from Merritt Davis, Salem, Ore. He writes an excellent hand.

C. C. Guyett, of Buffalo, N. Y., favors us with a letter written with white ink on blue paper. The business writing is of a very high grade.

The ornamental specimens by Leslie E. Jones, of Elbridge, N. Y., show that he is on the right road to excellent penmanship.

F. O. Anderson, of Chillicothe, Mo., favors us with some of his fancy cards, which are very nicely done.

The ornamental signatures by S. O. Smith, of Grand Rapids, Mich., rank among the very best.

C. F. Gubitz, engrosser and teacher of penmanship, of Hartford, Conn., sends us a very delicately written specimen of his professional writing.

Business capitals very near the Madarasz style came to us from Pedro Escalon, of Santa Ana, Central America.

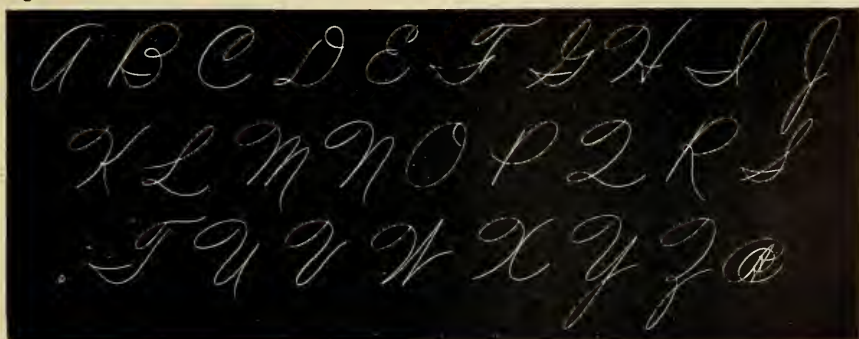
Pen written letters have been received from J. O. Peterson, Tacoma, Wash.; W. E. Dennis, Brooklyn, N. Y.; D. H. Farley, Trenton, N. J.; H. N. Staley, Baltimore, Md.; H. B. Cole, Boston, Mass.; E. S. Colton, Brookline, Mass.; C. T. Rickard, Minneapolis, Minn.; E. J. Plantier, Bellows Falls, Vt.

From the following we received well written superscriptions: D. H. Farley, Trenton, N. J.; E. J. Goddard, Spencer, Mass.; O. E. Draper, Pullman, Wash.; A. Rheude, Milwaukee, Wis.; F. W. Gage, Boston, Mass.; C. E. Baldwin, Columbia, Mo.; A. W. Morse, Hudson, Mass.; D. L. Callison, Wichita, Kans.; C. F. Gubitz, Hartford, Conn.; R. A. Spellman, Taunton, Mass.; W. L. Cochran, Wheeling, W. Va.; K. C. Atticks, Passaic, N. J.; C. F. Nesse, Chico, Calif.; T. B. Greenwood, Fla., Ill.; W. G. Crabbe, Washington, D. C.; L. G. Lloyd, Yonkers, N. Y.; S. O. Smith, Grand Rapids, Mich.; L. M. Holmes, Pittsburg, Pa.; S. B. Johnson, Chicago, Ill.; G. F. Humphries, Colorado Springs, Colo.; J. H. Janson, Napa, Calif.; G. Yungkurth, Philadelphia, Pa.; C. J. Gruenbaum, Lima, Ohio.

E. C. Mills, Rochester, N. Y.; A. H. Steadman, Cincinnati, Ohio; A. Hartkorn, Far Rockaway, N. Y.; E. H. McGhee, Trenton, N. J.; W. P. Potter, Sparta, Ill.; L. Faretra, Boston, Mass.; J. N. Fulton, Ft. Wayne, Ind.; J. D. Todd, Salt Lake City, Utah; T. P. McMenamin, Philadelphia, Pa.; Merritt Davis, Salem, Ore.; C. H. Larsh, Brooklyn, N. Y.; C. J. Potter, Burlington, Ia.; D. Elston, Edmonton, Alta, Can.; H. W. Patten, Philadelphia; Cyrus W. Field, Detroit, Mich.; J. H. Clark, Providence, R. I.; Minnie E. Compton, Flint, Mich.; W. R. Hill, North Adams, Mass.; J. S. Lilly, Mt. Lookout, W. Va.; C. H. Hewitt, Philadelphia.

S. C. Bedinger, Stillwater, Okla.; J. B. Krutza, Denver, Colo.; C. C. Lister, New York; E. S. Colton, Brookline, Mass.; H. B. Lehman, St. Louis, Mo.; C. A. Barnett, Oberlin, Ohio; W. C. Brownfield, Bowling Green, Ky.; A. M. Poole, Easton, Pa.; H. N. Staley, Baltimore, Md.; J. J. Hagen, Minneapolis, Minn.; A. C. Sloan, Toledo, Ohio; W. I. Monroe, Waterbury, Conn.; F. W. Tamblyn, Kansas City, Mo.; C. W. Jones, Brockton, Mass.; J. D. Valentine, Pittsburg, Pa.; A. B. Wrought, Pittsfield, Mass.; F. A. Curtis, Hartford, Conn.; N. S. Smith, Waco, Tex.; W. S. Morris, Lonaconing, Md.; Sr. Mary Germaine, Mon oe, Mich.; J. A. Snyder, Big Rapids, Mich.; W. A. Hoffman, Valparaiso, Ind.; L. E. Stacy, Meadville, Pa.; A. L. Peer, Tonkawa, Okla.; W. H. Patrick, York, Pa.; A. E. Parsons, Keokuk, Ia.; F. L. Dyke, Cleveland, Ohio; J. H. Bachtenkircher, Lafayette, Ind.; J. T. Evans, Wilkesbarre, Pa.; P. L. Greenwood, Minneapolis, Minn.; T. Courtney, Salt Lake City, Utah; Rev. P. H. Brooks, Wilkesbarre, Pa.; E. A. Dieterich, Cincinnati, Ohio; S. S. Pike, Alburg, Vt.; S. D. Holt, Philadelphia; P. W. Costello, Scranton, Pa.; W. A. Lindsay, Weanbleau, Mo.; W. W. Bennett, Milwaukee, Wis.; L. C. McCann, Mahanoy Citty, Pa.; E. A. Rishor, Bridgeport, Conn.

J. H. Whaley, Rome, N. Y.; M. Otero Colmenero, San Juan, P. R.; J. W. C. Gilman, Boston, Mass.; R. S. Collins, Philadelphia; H. W. English, Shamokin, Pa.; O. J. Penrose, Elgin, Ill.; C. L. Anderson, Alcester, S. D.; Hastings Hawkes, Lexington, Mass.; A. S. Osborn, New York City; F. A. Ashley, Philadelphia; D. L. Hunt, Eau Claire, Wis.; N. C. Brewster, Wellsboro, Pa.; J. C. Barber, Providence, R. I.; T. P. Smith, Durham, N. C.



At a Joint Meeting of the

National
Business and
 Penmanship
 Teachers Associations.

Chicago, Ill., December 29, 1910.
 the following was adopted:



In the death of

L. Madarasz

December 25, 1910 -
 in the City of San Francisco

our profession lost
 one of the most skillful
 penmen of the age.



He combined to a marvel-
 ous degree the elements of
 delicacy, accuracy, grace-
 fulness and boldness in
 Script Writing.

As a penman

he was able through
 his penmanship skill
 to electrify, to encour-
 age, to inspire to high
 grade execution as but
 few men ever have.



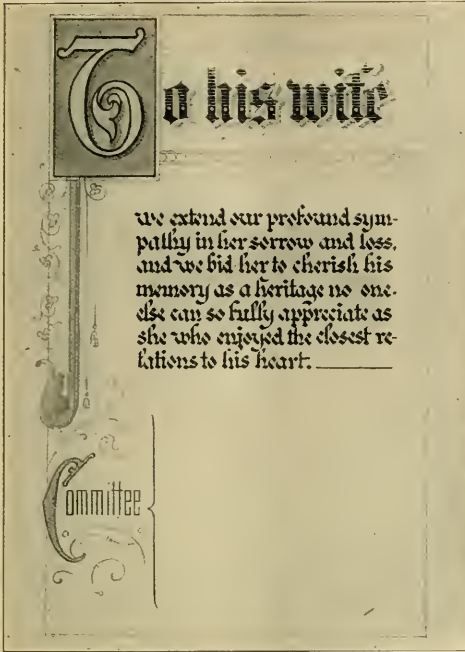
Is every line

pulsated with the
 beautiful in curve,
 in contrast in har-
 mony, thereby stirring aspir-
 ants to action and to excellence.

In professional and writing he reached
 the climax.

As a man, he was large-
 hearted, courageous and yet tender in
 spirit, exclusive but constant in his
 affections and friendships, as these
 testify who mourn his death.





LOUIS MADARASZ.

AT his late home in San Francisco, Calif., on Friday, 7:30 P. M., December 23, 1910, there passed from this life all that was mortal of Louis Madarasz, known since 1876 as one of the most gifted penmen America has ever produced. It is impossible in a short sketch of his life to give any adequate account of the work he did for the profession, his success as a teacher, his ability as a man, his loyalty and patriotism as a citizen.

Mr. Madarasz returned to New York from Nevada in the fall of 1908, where he had been for more than a year in the Goldfield Mining District. He was then stricken with a fatal malady, and the doctors gave to his family very little hope of complete recovery.

After spending the winter of 1908-09 in New York City, he and his wife removed to Knoxville, Tenn., in the hope that the mild and soothing climate of that region would be beneficial. It seems to have been of little help, and in May, 1910, they removed to Napa, Calif., where they resided in the country for a few months, hoping that this change would improve his condition. He must have improved somewhat, for in August he removed to San Francisco, and engaged with the San Francisco Business College.

There is no question but that the end would have come much sooner to an ordinary man, but Mr. Madarasz was endowed with great physical strength. In full health and vigor, he stood six feet in height and weighed two hundred pounds. It was this iron constitution which enabled him to withstand the onslaught of disease, and to give to the world during the last two years of his life, in spite of great hardship and physical suffering, some of the best work he had ever produced.

Louis Madarasz was born in San Antonio, Texas, January, 1859. His father and mother were Hungarians, having come

to this country with Louis Kossuth, the great Hungarian soldier and statesman. He came from a very long-lived family. Both of his grandfathers were living until very recently, and may be so now, one in Florida, the other in Missouri, each more than ninety years of age.

When Mr. Madarasz was eighteen years old, 1877, he came North and spent a few months at the Rochester Business University. A little later he attended the Brockport, N. Y., Normal School, finally returning to Rochester to take up the practice of card writing in the Arcade. After remaining there a year, he came to New York, and in 1879 went to Manchester, N. H., to become associated with G. A. Gaskell. The friendship and business connections made at this time with Gaskell continued until the latter's death in 1886. Gaskell removed his business to Jersey City in 1880, and Madarasz came with him, remaining until 1881 when he went to Sterling, Ill., spending the school year there in the employment of H. A. Aument, of the Sterling Business College. It was at this time that the writer first heard of him, for our home was in a little town ten miles north of Sterling, and Mr. Aument visited at the home of our parents. We very distinctly remember seeing some of the specimens of Madarasz's card writing at that time.

In 1882 Mr. Madarasz returned to Poughkeepsie, where he stayed for some months, finally coming to New York in 1884. Here he made his home, save for a few years when his fancy or his ambition took him to remote sections of the country, for he was always a traveler.

He was a man of many ambitions, strong ideality, and a brilliant student. The stage appealed to the aesthetic side of his nature, and for a short time he devoted himself to the study of acting, appearing with two or three celebrated stage favorites, usually playing Shakespearean parts.

On March 18, 1889, he was married to Miss Clara Kalish, of New York. During the nearly twenty-two years of their married life, they were ideally devoted to each other, and it may truthfully be said that much of the success of Mr. Madarasz was due to the encouragement of his wife.

The years 1890 and 1896 he spent in teaching in Cedar Rapids, Ia.; Lincoln, Nebr.; and Little Rock, Ark. He returned to New York in 1896, and did no teaching until 1901, when he became associated with the Hefley School, Brooklyn, subsequently teaching for the Eagan School, in Hoboken. He left this school to engage in mining operations in Nevada.

There is an old saying running like this: "He who in the same time does more than another has *vigor*; he who does more and better than another has *talent*; but he who does that which no one else can do has *genius*." We can think of no better definition of genius than this, and if there is such an element in this world, surely Mr. Madarasz had it, for he could do without effort that which very few could do with the utmost effort. Every stroke of his pen was an artistic one. He could go for months and even years without writing a line, and yet taking up his oblique penholder and principality pen could dash off a signature or a letter that would be a perfect marvel of excellence.

He was an extremely modest man. It was necessary to know him, personally, to observe this trait. If one were to read his advertisements, the impression would be that he was a boastful man, but in his presence one could never get him to speak well of his work. His advertisements came as from the hand of an expert advertising writer. He advertised to *sell*, not to speak well of his product. If he was an unparalleled success as a penman, he was an equal success as an advertiser. Had his path been directed in other pursuits, mercantile or financial, for instance, he would have won the same success that he achieved as a penman. His many-

sided nature appealed to all who knew him. He was a widely read man, a most careful and discriminating student of political affairs. He knew the biographies of the world's great leaders. Possessed of a marvelous memory, nothing that he ever read escaped him.

The world is far richer because of his having lived here for fifty years. What a boon it would be to all could they leave a record of so much good work done! His body was incinerated at the Odd Fellows Cemetery on Christmas day. Only a few of his immediate friends were present. During his last days he was fully conscious of the fact that the end was drawing near. He went to his work on Tuesday morning, but was unable to remain, and returned home a little after nine o'clock. Characteristic of his thoughtfulness and planning ability, he at once began to arrange all of his affairs, so that Mrs. Madarasz would be inconvenienced as little as possible in attending to them. One who knew him well in San Francisco writes to say that "His house was in order." He died contented and satisfied.



Louis Madarasz.

Mr. Madarasz was a man of very few chosen friends. Capable of the highest friendship, he lavished his regards only on the few. His admiration for other penmen was great, and he was exceedingly complimentary to his students, the Courtneys, L. C. Horton, E. L. Glick and others who succeeded in mastering his peculiar style of writing. Men like Wiesehahn, Flickinger, the Spencers, Dennis and others, he always considered his superiors. He has gone from us in body, but every stroke that ever came from his pen has been preserved, and as the days go by will be cherished beyond measure. Through his magic pen, he will ever be among us.

In his death every penman has lost a true friend, his students a kind-hearted and inspiring teacher, the community in which he lived a useful and upright citizen and the world an honest man.

The deepest sympathy of the entire profession goes out to his widow, and the hope that some comfort may be derived from the knowledge that her husband was admired, as it is given to few, not only for his skill, but for his many qualities as an upright noble man.

PERSONALIA.

Brother Gregg and his better half are turning their backs on American interests and are sailing away to the Holy Land, as this number of THE BUSINESS JOURNAL goes to its subscribers. We most heartily invoke the good will of Old Boreas in their behalf. May their wanderings through the Old Jerusalem be beautifully anticipatory of delectable sojournings in the New Jerusalem. As they climb the highest of the Egyptian pyramids may they be as well boosted in the toilsome work as they have boosted so many in the fatiguing upclimbing of the "road to the top" in shorthand mastery. And may they return to shed the cheering light of their countenances on the countless number of aspirants for fame and "shekels" who "follow in their train."

R. J. Maclean, the leading hustler of Spokane, Washington, who is almost certain to "win out" in any large enterprise, sends us a lovely picture of his "young hustlers," his little son and daughter, who are in training to follow in his footsteps. Lola Wilson Maclean and Allen Duard Maclean are truly winsome, and we bespeak for them the happiest possible future, and for their father the most of satisfaction in their developing lives.

We are happy to announce the re-organization of the Sadler-Rowe Company, Educational publishers, of Baltimore, Md., under the new corporation name of "The H. M. Rowe Company." Mr. Rowe has held a controlling interest for several years, and has now taken into partnership his two sons, George H. and H. M. Jr., and they will each assume a portion of the responsibilities of the management. We spent some time with these young men and their father in Baltimore last month, and were impressed with their business enterprise and spirit. We cordially wish for this reconstructed corporation the largest possible success in their educational publishing work.

L. E. Edgecomb, proprietor of the Cortland, N. Y., Business Institute, sends us a calendar of his school, which is quite remarkable, being a reproduction by the Osborne Company, N. Y., of the original painting by Thomas Moran, N. A., entitled "The Eternal Seas." This is not a painting giving the ocean as a background on which magnificent steamships are ploughing their way, but it is the sea without a ship, the Sea alone, immense, mighty, as when God made it, reflecting the image of the Eternal Power. Hung in any parlor or school room, this picture will be full of inspiration to every one who shall gaze upon it. Mr. Edgecomb does well by his school in this new form of solicitation.

A tasteful New Year's calendar is on our table. Above the monthly calendar for January, the benign countenance of Judson P. Wilson, the popular proprietor of Wilson's Modern Business College, Seattle, Wash., looks down upon us, and we feel to say to the good man, "Success to you, brother, in the coming year."

The Detroit Commercial College, Detroit, Mich., under the management of Charles F. Zulauf, sends out an "Appeal to Young Men and Women" to cut out the word "if" from their lives, as in "If I had a chance," "If I had an education," "If I could live my life over again," etc. The appeal teaches young people to grasp opportunities. It is the right start that counts. We have helped hundreds; why not you? Avoid future regrets.

From Jerome B. Howard we received an engraved, appropriately worded announcement by the Phonographic Institute Company of the death of its founder and president, Benn Pitman, at his home in Cincinnati, Wednesday, December twenty-eighth, nineteen hundred and ten, in the eighty-ninth year of his age.



THE NEWS EDITION OF THE JOURNAL costs \$1 a year. We hope to make it worth at least that much to every teacher and school proprietor. It is a matter of deepest gratification to us that hundreds of our professional brethren who give their students benefit of the low clubbing rates for the regular edition think well enough of The Journal to enroll their own names on the Professional List, at \$1 a year.

MOVEMENTS OF THE TEACHERS.

A. A. Gray, of Arthur, Ill., goes to the Peru Business College, Peru, Ind.

Delf J. Gaines, of the Bowling Green, Ky., Business University, has been employed by J. M. Ressler as commercial teacher for the International Business College, Newport News, Va.

H. A. Panzram, of Waseca, is a new teacher in the Garfield School, Owatonna, Minn.

C. B. Boland, Tampa, Fla., goes to the West to take a place with Loren Cornett, Broken Bow, Nebr.

I. L. Smith, Sayre, Penna., has accepted a fine place with Arthur C. Minter, manager of several of the Draughon Business Colleges, at Atlanta, Ga.

I. D. Rowe is with McDonald Business Institute, Milwaukee, Wis.

Miss Clementine Hanks is the new shorthand teacher at the Phelps Commercial School, Bozeman, Mont.

R. R. Lumsden, a graduate of the University of Wisconsin, has taken charge of the commercial work of Mendota College, Mendota, Ill., a position made vacant by the resignation of A. S. Hutcheson, who is leaving the commercial teaching field to prepare for the ministry.

R. L. Montgomery, of the Bowling Green, Ky., Business University, goes to the Prestonburg Institute, Prestonburg, Ky. His wife will be associated with him in the work.

The St. Louis, Mo., Commercial College has added W. M. Hopkins, late of the Tulsa, Okla., Business College, to its teaching staff.

Miss Eva M. Bullard, of the Salamanaca, N. Y., Business College, is the new shorthand teacher in the Northern Business College, Watertown, N. Y.

L. C. Lanning, formerly of the Metropolitan Business College, Cleveland, Ohio, is now with the Elyria, Ohio, Business College.

Miss K. C. Maxwell, of Auburn, Maine, is now teaching commercial subjects in the Attleboro, Mass., High School.

Miss Mattie Haire, of the Bowling Green, Ky., Business University, will have charge of the commercial work in the Fairview Graded School, Fairview, Ky.

D. G. Westman, of the San Angelo, Tex., Business College, is now living on a ranch at Sonora, Tex.

Fred M. Mitchell, for the past three years teacher in the Lawrence, Mass., Commercial School, accepted a similar position in the Hefley Institute, Brooklyn, N. Y., on January 1st.

Jas. Spradlin, Waynesburg, Ky., a student of the Bowling Green, Ky., Business University, is to be with the Draughon Business College, Knoxville, Tenn.

C. W. Gay, of Live Oak, Fla., is now with the Southern Commercial School, Wilmington, N. C.

Miss Dorothy Mierisch, of Brooklyn, N. Y., has engaged with the New York Commercial School, New York City, as teacher of shorthand and typewriting.

T. Courtney has become assistant instructor in the Academy of Idaho at Pocatello, Idaho, a state institution, with seventeen instructors, the Department of Commerce being of much importance.

A. E. Parsons, of Keokuk, Iowa, sends us interesting leaflets and circulars concerning his penmanship, drawing and color work.

E. G. Wiese is now travelling by the express train on the Remington Typewriter Road to Ambition's Height, and will reach that delectable place evidently very soon. Copying new matter from 124 to 139 words per minute seems the easiest thing imaginable to him, and copying from a French Reader (unfamiliar to him) at 100 words a minute is a pleasure. 217 words a minute on memorized matter was attained by him in Toronto recently on the No. 10 Remington. It seems easy for Wiese!

A. E. Rodman, formerly of Heald's Santa Cruz School, Calif., is now connected with the Berkeley, Calif., Business College, from whence he sends us a splendid club for the Business Journal, not to strike us but to bless us.

J. A. Stryker, Kearney, Neb., gets us stirred up to join him on an old-fashioned winter skating match, by the card invitation sent. So sorry our skating is in New York mud just now.

Prof. Yerkes, of Harvard, has been studying the attractiveness of womankind as a personality in advertising. He showed his psychology class ten "ads" of leading concerns, nine having artists' illustrations and one featured a beautiful Remington woman. Most of the class centered their interest on the woman. In every great cause there is evidently a woman. And note, *Printer's Ink* thought enough of this psychology test to devote three pages to it.

In *The Caxton* for December, 1910, a magazine for Quality Folks, published by the Caxton Society, Pittsfield, Mass., there appears a character sketch of our old friend Oliver C. Dorney, "Founder and President of the Optimist and Efficiency Factory," in other words, The American Commercial School, of Allentown, Pa. The article abounds in vivid pen pictures of Dorney and his "helpmate," and of the work they are doing in their "Quality Shop."

C. F. Sherman, of Mt. Vernon, N. Y., desires the editors of The Business Journal to "be good" during 1911. To this end he sends us the Quaker Motto Calendar which will be a delight to our eyes and a stimulus to the moral life. Thanks, brother.

A. H. Steadman, Supervisor of Penmanship in Cincinnati, is proud of the two "Million Dollar" High Schools provided by that city, and gives us a view of them. We never went to school in million dollar buildings; he is proud to be a teacher in them.

FIFTEENTH ANNUAL MEETING OF THE NATIONAL COMMERCIAL TEACHERS' FEDERATION

HELD AT THE AUDITORIUM HOTEL, CHICAGO, ILL., DECEMBER 28, 29, 30, 1910.

GENERAL FEDERATION.



AT 12:40, afternoon, December 26, 1910, a most enjoyable start was made for an extended trip by the Associate Editor with Mr. Healey, C. V. Oden, H. O. Blaisdell and Miss Wilson. All entered the sleeper of the Empire State Express, New York Central Station, New York, and were soon off for the Windy City. Reading, games and conversation made the time pass swiftly. Mr. Healey dropped off at Rochester to preside at the Convention of the Commercial Teachers of New York State.

Arriving at Chicago on time over the Michigan Central R. R., our company were soon at the Auditorium Hotel, where had already gathered a large number of the members of the Federation of Commercial School Proprietors and Instructors. Room 358 soon found us delightfully at home. The Auditorium Hotel seemed to us a most natural and familiar place, for here some years ago we had had rooms for several weeks, with a reportorial staff of four assistants and several typewriter operators, and had "prepared transcript" of verbatim copy for the "Daily Christian Advocate," the official organ of the Quadrennial General Conference of the Methodist Episcopal Church, of which we are the official reporter.

The meetings of the Federation and the subsidiary sections were very well attended, exceedingly harmonious, full of enthusiasm, addressed by thoroughly capable specialists, canvassed most momentous educational questions, and the fruitful outcome will be evident in energy, zeal, devotion and success in scores, if not hundreds, of commercial schools and colleges over the land.

The present writer divided himself up as far as possible, visiting several sections, though chiefly (as would be natural to his shorthand proclivities), attending the Shorthand Section. Kind assistants aided him in his work by helpful note-taking and securing of several of the valuable papers read. Chief among these were Messrs. O. H. White, St. Louis, C. A. Robertson, Worcester, Mass., and J. H. Snyder, Chicago, to whom our hearty thanks we render.

The official shorthand reporter of the Federation was Miss Edyth Trimble, of Chicago, a most winsome young lady, whose shorthand received our attention immediately, for it was the first actual use we had ever seen of the Thirty Days' Wonder, "Boyd Syllabic Shorthand." We secured from Miss Trimble a specimen of her shorthand with key, which we hope soon to show our readers. We are awaiting with much interest the transcript which Miss Trimble will give of her work in the printed proceedings of the Federation.

Among the interesting and noteworthy features of some of the section meetings was the presence of several Roman Catholic nuns in their black and white garb, and Roman Catholic teaching brothers were much in evidence.

A notable absence of shorthand publishers was apparent. Jerome B. Howard, of the Phonographic Institute, Cincinnati, was detained by the serious illness and the death of the great phonographic leader, Benn Pitman. Chandler Sexton, of the A. J. Graham Co., New York, was not present, and W. W. Osgoodby, J. Geo. Cross, A. J. Barnes, J. W. Beers, C. A. Pitman, and other shorthand authors and publishers were conspicuously absent. But New Orleans had two doughty authors present and actively canvassing the field in the persons of Messrs. Spencer and Chartier, while John R. Gregg, of Chicago and New York, was, as they used to say in my boyhood, "a whole team in himself and a horse to boot." O. H. White was a most genial representative of the A. J. Barnes Publishing Co., of St. Louis.



ENOS SPENCER,
President of the Federation.

Typewriter makers, agents and expert operators were here, there and everywhere; the Remington, Underwood, Smith Premier and Monarch machines having headquarters, with machines, experts, literature, souvenir gifts, and other attractions, while every corridor, hall, parlor, stairway, etc., had a great abundance and variety of beautifully printed, large-size card-board signs presenting the merits, qualities, and sales of the several machines.

Book publishers from New York, Rochester, Battle Creek, Saginaw, Chicago and several other cities, too numerous to mention, had samples, and attractive book, pamphlet and other exhibits in spacious headquarters.

Adding machines, the Multigraph, and other duplicators were visible to the naked eye at many points, and surrounded by eager examiners and salesmen.

The secretaries of the Federation and of the several Sections, were early and eagerly beset by newcomers, to be enrolled, pay the fee, and receive the large badge of the Federation and the smaller badges of the one or more Sections to which they belonged. The hundreds of badges worn gave color and character to every meeting, and beautiful women received added attractiveness. The Auditorium is a delightful Convention Headquarters, and several conventions might be held there simultaneously without serious friction.

Strong men were present—the tall, stalwart, eagle-eyed, eloquent Col. Geo. Soule, of New Orleans, with the long hair, Indian features, and apparent strength of a giant; the portly, serious, attentive, genial, dearly beloved, "Uncle Robert" C. Spencer, of Milwaukee; the President, Enos Spencer, of Louisville, Ky., tall, witty, pungent, direct, meaningful director of ceremonies, who kept things moving in fine fashion; Morton MacCormac, of Chicago, the all-round man, who had arranged everything, knew every man, answered all questions, met every emergency, a minister's son and a worldly-wise fellow, good to meet; Carl C. Marshall, of Cedar Rapids, the erudite, genial, up-to-date student and rhetorician, as one called him, "the Dad of the Kid," whom everyone

wanted to meet, and who cheerily met everyone; Raymond P. Kelley, of New York, the youngest business fellow of the crowd whose winsome face and cheery voice made everyone feel at home, and who delighted to "feed the whole bunch," to take their pictures, and to lavish all kinds of tokens of good on everybody.

And then there were E. M. Huntsinger, of Hartford, always capable and active in "hitting the nail on the head" by words duly and fitly spoken; P. S. Spangler, of Pittsburg, who took your money as treasurer with good grace and a "thank you"; C. E. Doner and E. E. Gaylord, both of Beverly, the one a master leader and teacher of the Penmanship Teachers' Section, and the other wisely and prudently preparing the *memorabilia* for the members beloved who have gone on to the land of perpetual light; A. N. Palmer, of New York, whose hands fall on the slow moving fingers of ten thousand would-be penmen and make them wisely nimble; C. A. Faust, of Chicago, the genial teacher of the penman's art, and cordial brother beloved; C. P. Zaner, of Columbus, whose charming magazine is read by tens of thousands and is worthy of the reading and study of tens of thousands more; H. M. Rowe, of Baltimore, whose robust, wise thinking manhood is building itself not only in educational, but inspirational fashion, into thousands of young lives in the Monumental City and elsewhere; F. M. Van Antwerp, of the Spencerian School, Louisville, Ky., who knows more than a "thing or two" about shorthand, and teaches it most thoroughly; A. H. Steadman, of Cincinnati, whose activity in supervision of the public schools during many years, makes him *primus inter pares* in his work;—how we would mention them all, for they are worthy—J. A. Lyons, S. A. Bollinger, A. N. Hiron, R. E. Tulloss, C. A. Robertson (worthily elected Vice-President for the coming year), F. E. Haymond, J. Walter Ross, S. C. Williams (whose loving visit to his ninety-year old mother forbade attendance at the Federation for more than one day), E. St. Elmo Lewis (who talks horse-sense in every utterance), M. H. Lockyear, E. F. Quintal, A. D. Wilt (our old Chautauqua friend), L. F. Post, G. H. Walks, V. M. Rubert, Sherwin Cody, O. L. Rogers, Rev. N. J. Corley, and many, many others whom we were privileged to meet, but whose names escape at this writing—a splendid band of splendid workers in a glorious field.

The addresses at the public meetings of the Federation were all of the very highest order. Dr. F. W. Gunsaulus, the masterful pastor of the great Auditorium Sabbath Congregation, was listened to with rapt attention as he sketched the life work of the wonderful Field family in religion, science, law, etc., drawing forth very pregnant lessons for present-day effort on the part of commercial educators. Leroy T. Steward, the Chief of Police, of the great city of Chicago, unfolded truths and social science doctrines needful for the time. Harlan Eugene Read mellifluously uttered the feelings of the Federation in a most gracious response to the cordial greetings of the Mayor's representative. A. F. Sheldon, of the Sheldon School of Salesmanship, in a comprehensive, thoughtful and forceful way laid down principles by which every teacher should be guided in the attempt to better the educational and moral life of his students. Harry A. Wheeler, president of the Chicago Association of Commerce, at a somewhat late hour in the afternoon's proceedings of the Convention, secured and held the close attention of his auditors by fitting and pungent utterances of principles of action.

S. C. Williams, Rochester Business Institute, Rochester, N. Y., addressed the Federation on "Business School Stamina." In comparison with the past history of business



MORTON MacCORMAC,
President for the Coming Year.

education, the twentieth century has brought in a new order of things, and men who stood at the wheel twenty-five years ago are almost dazed as they look on and try to keep up with the times. But we are now "coming to our own." And public scrutiny is on us. Can we stand the test? This brings me to the subject: Business School Stamina. We have tremendous difficulties as proprietors and instructors to overcome, in the matter of rates and lengthened courses. This great Federation must help us. How do our catalogues and advertisements impress the intelligent business man and the educator generally? What is our attitude towards competitors? Are we always absolutely honest, broad and square dealing? What of genuine stamina in all our outside and inside relations as business school men? What attitude do we hold to the high schools, to private business schools, and certainly to fake schools? This most valuable paper we hope to publish in full in an early issue.

We have said nothing as yet of the deservedly active and prominent part taken by the noble women in the Federation and the Section meetings. That most worthy daughter of an honored sire, Mrs. Ellen Spencer Mussey, Dean of the Washington College of Law, gave an address before the Federation which, for its beauty of diction and grace of utterance, was exceedingly captivating. Miss Emma H. Hagenstein, of the Cedar Rapids, Ia., Business College, drove strong nails into hard timber in her thoughtful and exceedingly suggestive paper on "Spelling—How to Secure the Best Results." Miss Kate Browning, of Lockyear's Business College, Evansville, Ind., made us all believe that in our daily teaching of even dull pupils we can make their study of English, speech and writing, a perennial delight and success. Miss Elizabeth Van Sant, of the wonderful Van Sant School, Omaha, Nebr., as the active head of the Executive Committee of the Shorthand and Typewriting Section, gave constant and close attention to all the many interests centering therein, doing very much to make it the splendid success which it was. Miss Kittie Dixon, of the Gregg Shorthand School, Chicago, in a comprehensive way outlined "Ways, Means and Methods" by which to secure

accuracy in the pupil's work, making it the *sine qua non* of all secretarial work. Miss Gertrude O. Hunnicutt, of Evansville, Ind., in two addresses "said things," enforced the moral element in the student's work and development and urged the adoption by all teachers, as far as possible, of the "simplified spelling reform" in their own work. Other good women whom we were not privileged to hear "obtained good report" on the part of those with whom we conversed. The women were certainly much in evidence and none served more acceptably.

The Quartet of the Central Church Choir (Dr. Gunsaulus' Church) rendered several songs, humorous and others, at the public meeting of the Federation, Thursday, greatly to the gratification of all assembled.

Through the courtesy of the Remington Typewriter Co., by their most genial representative, Raymond P. Kelley, a sumptuous banquet was served to all the members of the Federation present, the *menu* being in every way surprisingly tasteful and satisfactory. Preceding the banquet, a flashlight photograph of the banqueters was taken which, when developed, proved to be very clear and effective.

Much might be said of the all-pervasive cordiality and geniality of the delegates from all parts of the land—the one brotherhood and sisterhood of commercial co-workers. Not an unkind, harsh or sour expression was heard, but "all went merry as a marriage bell." Many of the supremest hours of the Convention were those spent in the lobbies, parlors and dining rooms of the Convention Hotel.

In the election of officers, thoroughly good feeling was manifested. Mr. Purden, of Chicago, nominated Morton MacCormac for President the coming year. Carl C. Marshall nominated H. Eugene Read. C. P. Zaner nominated the secretary, J. C. Walker. Mr. MacCormac received 118 votes, Mr. Read 35, Mr. Walker 29. Mr. Walker moved to make the election of Mr. MacCormac unanimous, which was done amidst great applause; whereupon Mr. MacCormac responded in a beautiful speech, recognizing the splendid confidence reposed in him and trusting that, through the experience of the past year and the friendships he had formed (especially evidenced in the fact of his nomination and support by his supposed school rivals in Chicago), the influences made upon him may be reflected for good in his coming administration.

For 1st Vice-President, W. T. Parks, of Denver, and Frank E. Lakey, were placed in nomination. Mr. Park received 28 votes, Mr. Lakey 167. The election of Mr. Lakey was made unanimous.

For 2nd Vice-President, only C. A. Robertson, of Worcester, Mass., was put in nomination, and the secretary was instructed to cast a ballot for him, which was done.

For General Secretary, F. M. Van Antwerp, of Louisville, Ky., and P. S. Spangler, of Pittsburg, Pa., were nominated. Mr. Van Antwerp was elected.

J. F. Fish, of Chicago, nominated C. A. Faust, of that city, for treasurer, and by order the General Secretary cast the ballot for Mr. Faust's election.

The question was then taken up concerning the place of the next meeting of the Federation. Very soon the question broadened out, and included both the Time as well as Place of that Convention. Morton MacCormac, on behalf of himself and associates, invited the Federation to return to Chicago, as the best Convention City, next year. D. D. Mueller, for Cincinnati, nominated that city; J. R. Anderson nominated St. Louis; E. E. Gaylord nominated Spokane, Wash.; W. T. Parks nominated Denver. W. D. Bridge seconded the nomination of Spokane. A representative of the Chamber of Commerce of Seattle was given three minutes in which to endorse the claims of Spokane, which he did in a gattling-gun fire speech, and carried the house by storm.

Carl C. Marshall presented a resolution that the next meeting be held in the summer of 1912. Pending its consideration, a motion was made to substitute Denver for Spokane. A vote on all the places put in nomination followed. The ballot showed as follows: Denver 4, Chicago 17, St. Louis 34, Cincinnati 40. There being no election, a second ballot resulted: Denver 3, Cincinnati 42, St. Louis 52.

On motion, the matters of time and place were referred to the Executive Committee, to consider most carefully all the questions entering into a just and valid decision, and report before the adjournment of the Federation if they shall come to a unanimous conclusion.

At a later hour on Friday morning, the new chairman, Morton MacCormac, reported for the committee that they had come to a truly unanimous conclusion, as follows: 1. That no meeting should be held in 1911. 2. That in the summer of 1912, the Federation with its several sections shall meet in Spokane, Wash. Mr. MacCormac outlined the various reasons governing in the decision reached, and doubted not that the meeting of 1912 will be by far the largest and the best held up to that date. It would be inadvisable to hold a convention in December, 1911, and another in the summer of 1912; the attendance would be divided and the spirit would wane. The great and growing Northwest is unanimously inviting our meeting. That part of our national domain is worthy of our visit. The offers by the Spokane Chamber of Commerce, the city, the schools, the citizens, and all the railroads centering in Spokane are such as to warrant the just expectation of an unparalleled reception there. Expenses will be cut to the minimum. A free railroad excursion will be given from Spokane to the Pacific Ocean at Seattle. The side trip to the geysers and the Great Park will be made by all who may wish to take it at greatly reduced rates.

The Chicago Convention was in every respect a great success. Few failed to meet their program engagements, and these sent good reasons. Possibly the only drawback was the unpleasant weather, but this perhaps tended to withhold some delegates from sampling the many attractions of the great, central, cosmopolitan, Windy City of the Lakes.

The Associate Editor remained in Chicago, listening to a great sermon by Dr. F. W. Gunsaulus, on Sunday forenoon, at the Auditorium and took the late train on Monday night for Cincinnati.

THE BUSINESS MANAGERS' SECTION.



MOST interesting and thoughtful address at the beginning of the session was given by G. A. Gruman, in which he presented his views respecting the standards which should be maintained in commercial schools and colleges. He had very wisely obtained a large number of communications from prominent and active business school proprietors and instructors, all of which emphasized the thought that in harmony with the tendencies of the times there should be a raising of far higher standards for business schools. Managers are apt to look too determinedly at the income, the dollars, but if the future of business education is to measure up to what it ought to be, and to what the times demand, education and not the dollar must come to the front in the educator's thoughts and plans.

Financially, the Educators reported a good year for business education.

The question of Touch Typewriting came forward for a lengthy discussion, bearing especially upon the universal keyboard. The matter was thoroughly canvassed, showing, as

would be natural, some divergence of view, but there was no action taken which could be deemed binding on the educators present.

M. H. Lockyear presented a paper of decided value upon "Tuition Rates on a Business Basis." It is to be hoped that this paper will have a marked influence upon the position to be maintained by the Federation and by the Managers' Association. The paper held strong views strongly put.

B. F. Williams, of Des Moines, Iowa, presented a paper on "Legitimate and Successful Ways of Increasing Enrollment." He outlined his own plans which in the main commended themselves to those present, and when read in the published report by all the managers will form a basis of strong consideration for action.

"Should the Association Employ a Paid Secretary?" was an especially fruitful theme for discussion, as presented by A. F. Gates. The united or cooperative buying of supplies, the unifying of the work of the best commercial schools, the seeking to eliminate fake schools, and other endeavors will be a part of such a secretary's work. After a very able and lengthy discussion by the wise heads of the Managers' Section, it was voted to engage for one year such a paid secretary, and a committee was appointed to secure such a man. The committee consisted of Messrs. A. F. Gates, B. F. Williams, J. F. Fish, E. M. Huntsinger and O. L. Trenary. This committee took immediate consideration of the subject, and before the adjournment reported recommending the employment of A. F. Gates, of Waterloo, Iowa, as their Field Secretary for the ensuing year, and presenting suggestions for the activities to which he should devote himself. The report was sustained, Mr. Gates was elected to the office, and it is hoped that vast results will follow this action for the strengthening and up-building of commercial schools.

L. L. Williams presented a paper on "The Proper Relations of Private and Public Commercial Schools." Mr. Williams is a friend to the public schools, and desires above everything else that there shall be most cordial relations between the private business colleges and public schools, and endeavored to outline how each will be the gainer by sustained cordial relations.

J. P. Wilson, of Seattle, gave the Section a paper on "How To Improve Our Schools." His points, maintained with clearness and earnestness, were these: Raise the standard to the highest position; furnish the schools with the very best equipment; make all the departments as perfectly sanitary as they may be, and with other correlative helps, you will do much to make your schools a success.

Arthur G. Minter, of Atlanta, Ga., read a paper on "How to Advertise a Business College." This is a subject concerning which every member had strong views, and Mr. Minter presented and maintained his own with much force and consistency. He has had much experience in the line of general advertising, and now, as a school manager, can furnish pointers worthy of full consideration. Read his paper in the printed report.

Col. George Soule, of New Orleans, the war-horse of the South, held his audience full attent as he spoke on "The Good of the Association." Every address by the Colonel kept his hearers' interest at the highest point, and this was full of fact and strength.

The officers chosen were: President, B. F. Williams, Des Moines; Vice-President, J. D. Brunner, Indianapolis, Ind.; Secretary-Treasurer, P. S. Spangler, Pittsburg, Pa.

The section meetings were full of interest and good fellowship.

BUSINESS TEACHERS' ASSOCIATION.

WEDNESDAY A. M., DECEMBER 28, 1910.



At the session of the Business Teachers' Section, C. A. Robertson, the President, presented and read his address, in which he spoke of the honor and privilege of being present in such an official capacity, and thus assisting in the work of the Section and the Association. He expressed himself as proud of its work, its officers, its members, and of the outlook of this Federation, the best organization in America. His participation in this work has become most interesting to him, and he hopes to serve the body in the best possible ways in years to come. The function of education is to pass on to others the accumulated achievements of the world, to lift the coming generation above the present in earning and producing capacity and in the power of enjoyment. It is the office of pedagogy to promote diligence in the pupils, to induce lively interest, to arouse the best that is in them. Stereotyped methods of instruction are worthless. Plans should develop as needs arise. The teacher is more than the text. Become enthusiastic. Be patient. Business men gain reputation as their goods are good or bad; so we gain by the quality of our work and its product. Our Federation should be a masculine force, massed for aggressive service, constantly moving forward.

Albert N. Moritz, of the Waterloo Business College, Waterloo, Ia., gave his paper on "Arithmetic: What, How Much and How Taught." He outlined the method used in the Waterloo College, in which beginners are supposed to be well up in addition, subtraction, multiplication and division on entrance. Then fractions, decimal and common, are taught thoroughly; no advancement allowed or suggested without this. They need knowledge sufficient to work without hesitation or error any practical proposition given them. Percentage must be mastered, profit and loss, billing, trade discount and insurance. They are then drilled in common and banker's interest methods, annual and compound interest, partial payments, and all these preparatory to taking up bookkeeping. They are taught to read the proposition presented, and to picture it as if in their own common life. We use plain English, and much blackboard work. We find out the dull ones, and how they are deficient, insisting on accuracy first, last and always.

J. W. Baker, of Knoxville, Tenn., gave a very valuable paper on "Would You Familiarize the Student with Only One Form of Statement?"

E. F. Quintal, Greenbay, Wis., presented a paper on "What Value Have Supplementary Drills in Journalizing?" Mr. Quintal could not imagine this question or theme being suggested by a genuine teacher. Frequent, practical, and oftentimes rigorous drills, either oral or written, are customary in spelling, arithmetic, penmanship, likewise in bookkeeping, as being necessary in development and as productive of results. Such drills help the student to master the rules for debit and credit and encourage and stimulate thought before action. As the doctor in dissection, the minister in elocution, the lawyer in mock trials, all practice for their work, with many repetitions, so the neophyte must review and review, and drill and drill to secure the desired end.

J. A. Lyons, of Chicago, Ill., presented a thoughtful paper on "When Must We Help the Student, and How Much Assistance Should Be Given?" The teacher must be very discreet in directly helping the student. He must and should help him, but so do as to aid him in helping himself, thus making him self-reliant and independent as a thinker. It is oftentimes easier for a teacher to state the information needed directly; but that is not teaching, and certain failure awaits the "easy" teacher. Not the presentation of rules, principles and statistics is teaching, but rather the molding of young minds under

the teacher's tuition that they may investigate independently and gain power to do independent work. Of course, the teacher must not dampen courage or decrease the pupil's chances in competition with his fellows; each case must be considered on its own merits and needs, for what will be helpful to one will hinder another. The teacher is a guide counsellor and friend to steer the student aright until the end is reached.

Sherwin Cody, of Chicago, Ill., offered a paper on "How Far Should Instruction in English Go?" Business English must depend on known facts. Business correspondence is not an aggregation of commercial forms. The value of business letter writing depends largely on the knowledge of the business concerned. The important realities of business are elemental facts which can be taught if the subject is known. Only the things we know by first-hand observation are proper subjects for business writing. Then we must understand the use of language relating to said ideas. Clear thinking evokes good grammar; muddled thinking, poor grammar. The man who clearly knows what he wants to say will generally be able to say it. You cannot teach business language, business expression, without having business thinking. Therefore, we say, Business English means business thinking first of all and above all. Book English is rarely Business English. Book English does not bring orders to the office. Book English may be poetic, light, full of fancies; Business English has vim, brevity, force, logic. Book English is allied with the classics; Business English with practical science.

Carl C. Marshall, Cedar Rapids, Iowa, had a pregnant theme for discussion in the question: "What is the Value of Office Practice in Commercial Schools?" Accountancy and business training are effectively taught in many of our high commercial schools. It is a duplication of actual office and commercial transactions. It may be accomplished by transactions by the "floor students," by "floor students" and those in the school "offices," by transactions between the students in the "offices," and lastly by mail correspondence between students in different schools. The latter method has fallen into much disrepute for many reasons. Inter-student transactions oftentimes fail by the departure of one party from the school. But the student who is preparing for office work gains much by face to face work involved in office practice. Teachers should visit and study the schools where this form of office instruction has reached the highest standard.

THURSDAY A. M., DECEMBER 29, 1910.

In the Business Section, H. M. Rowe, of Baltimore, Md., clearly outlined "How He Would Teach Classification of Accounts." He presented the theory of bookkeeping in the logical order, by beginning with the classification of the ledger accounts and their functions. To be able to make correct classification is an absolute pre-requisite to proper bookkeeping. Two ledger accounts are involved each time a business transaction is recorded in a book of original entry. The student must comprehend ledger functions to determine properly which are to be debited and which credited. A treatise on the functions of the many books of original entry should follow and not precede the treatise on ledger accounts.

The Penmanship Section being in charge, O. L. Rogers, of Fort Wayne, Ind., treated his subject, "Time and Energy," with paragraphic fullness. It is a serious question whether time and energy are not wasted by both pupils and instructors in our schools. Our work should be systemized, our efforts concentrated and intensified. He divided penmen into stand-patters, progressives, insurgents and pit-a-patters. The first

teach the form with little freedom; the second, form, movement and control, all at one time; the third, movement regardless of form or neatness; the fourth who think any old way will do. Mr. Rogers treated his theme further under the heads: Movement, Position, Confidence, Time, Size, Downward stroke, and Imitation.

A. H. Steadman, of Cincinnati, O., took the "Viewpoint of the Supervisor" as his theme. He said: Handwriting is a means to an end,—the transference of thought clearly, cogently by symbols, to be easily read and understood by the receiver. To the average person it is not a fine art. Handwriting should be sure, readable, distinct, as the columns of the daily paper. Penmanship should become automatic. The position of the writer largely determines good or bad penmanship. Penmanship is too little considered and valued by both teachers and students, and even school superintendents; partly because the studying, practicing and teaching of penmanship is an irksome task as a rule to all participants. The twelve pages of this article by Mr. Steadman are full of strong facts well stated.

V. M. Rubert, Globe Business College, St. Paul, Minn., in a truly diversified paper, considered "Scratches, Digs and Spatters." Mr. Rubert gave some very searching "points" on Why schools have teachers of penmanship,—some to get students by their dazzling masterpieces of pen-work; a sort of out-in-front side-show to the school. Others teach, teach honestly, do good service, and if this be the case, salary and service demand respect, for the penmanship teacher delivers the goods. The penmanship teacher should work for the proprietor, and the proprietor should give ample pay. The dignity of the penmanship teacher's classes should be always maintained. By no means can all students become fine penmen; some will fail miserably.

FRIDAY A. M., DECEMBER 30, 1910.

S. H. Goodyear, Cedar Rapids, Iowa, discussed the question: "What Knowledge of Bookkeeping Should be Guaranteed by a Diploma?" What is meant by the terms "knowledge of bookkeeping" and "diploma"? Do you mean crediting, debiting, transferring accounts, ordinary business transactions, or accountancy in general, the knowledge of facts and processes relating to business and administration? Bookkeeping today is synonymous with accountancy, as I view it. A diploma is usually given only to such persons as complete a recognized course of study in a given subject or group of subjects. In my judgment, it is the duty of the commercial school to set up a high standard of accountancy study, and diplomas should be given only to those who have completed such accountancy courses. Certificates as to inferior acquirements may be given, but hold the standard high and let the diploma meet the standard, thoroughly representing its character.

N. J. Corley, De Pere, Wis., spoke on the subject, "How Far Should Technical Distinctions be Made in Bookkeeping Texts?" The terminology of bookkeeping and accountancy is beyond the grasp of the average young man. There may be seventeen different kinds of "accounts" to be kept, but no young bookkeeper will ever meet with them all, probably. Definitions are quite diverse in the several dictionaries and text-books. But the vocabulary words actually employed should include all strictly fundamental terms. Technicalities should not crowd one another. There should be no hair-splitting distinctions. Disputed questions should not appear in the manual. Important distinctions should be emphasized. Above all, be as far from technical as possible, and be practical.

The High School Section now in charge, G. H. Walks, Evansville, Ind., most thoroughly discussed this double-headed theme: "To What Extent Should Rapid Calculation Be Taught, and What Attention Should Be Paid to Mental Arithmetic?" Our limited space will suffice only to state some questions masterfully discussed, such as: To what extent of time should this subject have right? Should it be taught at all? What arithmetical subjects should be taught in the drills? How should it be taught? When should it be taught? Should a text-book be used? And in part an answer to all of these questions will be, What is your requirement for graduation? This exhaustive, but not exhausting, paper is worthy of the space which we hope to give it in *future*.

The newly elected officers for the coming year are as follows:

President, Geo. H. Walks, Evansville, Ind.

Vice-President, Rev. N. J. Corley, DePerre, Wis.

Secretary, Mr. Evans, Chicago, Ill.

General Executive Committee: C. A. Robertson, Worcester, Mass.; G. H. Walks, Evansville, Ind.

NATIONAL SHORTHAND TEACHERS' ASSOCIATION.

WEDNESDAY A. M., DECEMBER 28, 1910.



THE Shorthand Section for its fifteenth annual session was presided over by F. E. Haymond, of Evansville, Ind., the secretary being J. Walter Ross, of Wheeling, W. Va. Miss Elizabeth Van Sant, of Omaha, as the leading member of the Executive Committee, was present in very active service.

Mr. Haymond read his president's address containing suggestions concerning the standards required of those assuming to teach, of the quality of the school sending for the students, and of the system of gradation and graduation.

The first paper read was by S. A. Bohlinger, of Chicago, on the "Value of Movement Drills." He favors careful, continued, painstaking practice to secure proficiency in rapid shorthand writing, drills on consonants, on combinations of consonants, consonant stem plus circles, then loops and then hooks.

After much discussion as to receiving a paper when the author is not present, a paper by W. E. McDermut, a Chicago reporter, was read on "Drills on Repeated Matter." The character of the matter to be so treated was discussed, the relative proportion of fresh to old matter, the question of interest and variety, the manner of dictating, the continued re-reading of notes for many weeks, months or years. "Reading is the Be all and End all of shorthand."

Miss Kittie Dixon, of the Gregg School, Chicago, read a paper on "Importance of Maintaining Accuracy." She dwelt upon the evident importance of the formation of correct shorthand habits. Without such habits, the reading of notes will be most difficult and oftentimes useless. The shorter the character to be made, the more important it is that it be formed accurately, and therefore, large attention should be given to the matter of shorthand penmanship.

A paper on "Getting Results in Spelling" was read by Miss Emma H. Hagenstein, of Cedar Rapids, Ia. She said spelling plays a most important part in the student's work. So essential is it that too much time can hardly be given it. If we fail to secure good spellers, we surely fail. To many in school, the spelling lesson seems a minor consideration, but every student should master the main rules of spelling; he should somehow associate the looks of the word with the meaning rather than with the sound. Pronunciation and enunciation are especially helpful.

S. A. Bohlinger said he had always had much trouble with spelling classes, and that merely correcting student's errors profited little. He now gives a shorthand outline with the words, collects the papers, has them exchanged in the class, and the next morning every student writes on the paper the misspelled words. Then the notes become a transcript of the original spelling copy. Sometimes the boy for his errors must rewrite the word 50 or even 150 times.

Mr. Brawley said: Sometimes a boy will miss twenty-four out of twenty-five words. Why? I found he did not, could not, properly pronounce them. That power is very important. When he can pronounce distinctly and knows the meaning, he can more readily learn to spell.

Mr. Peck asked: How many times must a boy write a word before it sticks to his memory? How many times of writing are a punishment for his errors, and how many are for instruction? It is a crime not to know how to spell.

Miss Kelly tries to have the boy use the word correctly in a sentence and thereby get the force of its proper usage.

Another speaker dwelt on studying the endings of words, as *able,ible, ants, ents*. A typewritten list of "ables" is put in one column, and another of "ibles" in a second column. Derivatives are also studied, as *solce, solcent, insolvent, insolvency*.

H. L. Andrews finds that over fifty per cent. of misspelled words is on the final consonants, and he has prepared large charts to cover these cases.

Other speakers suggested the time for the lesson in spelling should be hours after the exercise is given out, the words being placed on the blackboard and then analyzed. Students should be taught how to study the lesson, noting the relation of one letter to another.

The subject of "Model Office Training" was taken up, and many experiences of teachers given. A pupil will enter with great zest into his work when he enters the model office. One teacher takes the class to visit great commercial houses, by permission to see the daily practical workings of the various kinds of business instruments and methods.

Pupils should be drilled in proper letter-writing, including the hyphenating of words at the end of lines—whether school-house is one word or two, whether eyebrow is two words or one. Other practical queries were put and answers given.

THURSDAY A. M., DECEMBER 29, 1910.

F. M. Van Antwerp, Spencerian Commercial School, Louisville, Ky., read a paper on "A Day's Work of a Dictation Class." Every day's dictation should be planned with a definite object in view. Our students come to receive instruction and training in handling business correspondence. We must teach them how to write shorthand, and also how to use it. Ability to write it is not enough, and not the essential, but how to apply it to the affairs of business life. Haphazard dictation will not accomplish this. Many schools have no plan; the teacher dictates what happens to come to hand when the hour arrives. "We must get something to dictate," they say. Each dictation should carry a lesson, to develop some idea of use for the future of the stenographer's work. A full day's school work should fit for a full day's office work. The pupil should fit himself to do a heavy day's work. A pupil who could write out a dozen letters well in unlimited time might utterly fail if given a dictation of fifty letters at one sitting. In school there must be training for very hard work to come. To make things "easy" for the pupil is folly; they must be ready for hard, very hard work when out in the world. Call their school life "work" not "play." Real business means toil, with sharp corners. Prepare the young fellow for it.

If I am asked what the stenographer should know, I say "words." He may know everything of shorthand principles, the word-signs and all, and yet fail utterly as a stenographer. He must know *what* he is writing—what the words are, their meaning, spelling, relations, etc. He must turn out an intelligent transcript. We fail if we do not give our pupils sufficient instruction and drill in the meaning and use of words. We often neglect this. Letter dictation is far too largely the substance and the sum of dictation. The pupils cannot get an adequate vocabulary in this way. Letters do not and cannot meet their needs. A wide range is demanded. Pupils should be required to transcribe everything dictated, and everything should, if possible, be corrected, not merely one-tenth of the whole. The study of words and the context is demanded—the meaning and relation of the terms used, the construction of sentences.

Mr. Van Antwerp gave a full explanation of his personal method. The full lesson is dictated, different members "read back," and the meaning of terms explained. A shorthand paragraph is put on the board for speed practice, and consists of matter to aid in vocabulary building. The paragraph is to be written over and over again, and then dictated at varying speeds, till highest speed is attained. The important and taxing work comes when the teacher must examine every student's work for errors, etc. When the pupil makes 87 per cent. of correct work for two successive weeks, he goes up to the next class. This may not seem high. But every error is counted, and so it is a good average. Everything not absolutely right is wrong. There is no such thing as an 80 per cent. letter; it is 100 or nothing. A misspelled word, an erasure, a misstruck letter, a deviation from the right thing, means the loss of the transcript. I dictate letters, speeches, literary articles, and the final result is not in the shorthand, but in the transcript they give me.



LUNCHEON NATIONAL COMMERCIAL TEACHERS' FEDERATION, CHICAGO



DECEMBER 29, 1910, TENDERED BY REMINGTON TYPEWRITER COMPANY.

After the reading and discussion of this paper, it was announced that last evening the honored and revered Penn Pitman passed away at Cincinnati, and the hope expressed that the Shorthand Section should take action concerning his demise, and, on motion, the chairman was authorized to appoint a committee to draw up a paper with resolutions of sympathy to be sent to the family, and placed on our records. The president appointed W. D. Bridge, Frederick J. Rose and John R. Gregg.

A. N. Hiron, of the Gary Business College, Gary, Ind., read his paper on "The Correction of Transcripts." In training stenographers for service, the employer's requirements must ever be kept in mind. All theories and practices must aim at this—to do efficiently the work of the office. The teacher must know those requirements and labor with that end in view.

Many things enter into the realization of a competent stenographer's work, among which surely are accuracy and dispatch. He desires artistic taste in the mechanical part of the work, no misspelled words, a proper punctuation and paragraphing. He even desires slips of the tongue corrected. The following, then, are our *desiderata* for a good transcript: Mechanical arrangement, paragraphing, punctuation, correct English, proper spelling, considerable speed and uniform accuracy.

My advanced class is in two sections—advanced dictation and the office force. Eighty to eighty-five words a minute are required, and transcription speed of forty. I have no speed test. I judge from my dictation whether the student can go into the office. Forenoon session is forty-five minutes. The transcript and the shorthand notes are handed to me. Not all is looked over, but one letter is taken up for discussion, being found wise to concentrate on one single representative letter or dictation. There is no time to cover all. The student has no knowledge as to which letter will be considered and discussed and corrected. The student makes two transcripts, first from their notes and then a second, the result of their own correction.

First, we consider the English mistakes, the grammar, the rhetoric, the construction of the sentences, correct usage; choice of words, etc. Misspelled words next are noted and incorrect divisions at the end of a line. The student is caused to note his punctuation, what rules violated. Typewriting errors are then investigated—spacing, erasures, etc. Paragraphing comes last. He must learn from his notes how fully the page will be filled, what margin to give, and so gain a proper balance and proportion to the page. After all this careful inspection and criticism, the letter is fully rewritten, handed to the teacher, and later returned to the pupil and filed. The letter is counted as to words and the time taken for transcription recorded. A daily record of such speed is kept, and so the speed progress is noted. The office force carry on the school correspondence, and architects and attorneys bring their work to us, and it is valuable for our purposes.

Miss Kate Browning, of Lockyer's Business College, Evansville, Ind., presented a paper on "English that Students Like." She said: Some students are born with good English, others acquire it, and still others have it thrust upon them. The teacher does the thrusting.

Two decades ago this would have been heresy, but in the schools of today there is no heresy in the matter.

English that students like is that which appeals strongly to the intelligence, feelings, and impulses of youth. It represents life rather than critical thought. The experiences of common life form the subject basis of the student's conversation. They prefer the general view rather than the critical attitude because it appeals to their intelligence and stirs their enthusiasm. The study of literature is far more interesting to students than English alone because the imagination and memory have more scope.

Of course, most people and teachers especially feel it necessary to defend our language against slang by saying that there are enough words in the English language to express the thoughts without the use of slang, but I believe we will all admit that some slang is so expressive that it does us good to utter it, and grown up people as well as children are bored by the man or woman who chooses every word spoken as if it must be absolutely correct or not used at all.

This subject was chosen I suppose from the standpoint that people are enthusiastic about the things that interest them. If we can find what pupils like best in English, some of the difficulties may be out aside.

Students have been thrown down by the nightmare of infinite phrases and other technical points on which no two grammarians agree. Do not understand me to be opposed to a technical knowledge of our mother tongue. In my experience as a teacher of English for business purposes I have

found pupils delighted to take hold of practical lessons in telegraph messages, orders for bills of goods, tracing letters for lost freight, etc., because these seem to them to be a part of real life and they are anxious to have these worded carefully, punctuated properly and in good form, and in this way students become their own critics. We teach more capitalization, punctuation and sentence structure in this way than by a whole term of etymology and syntax.

Awkward boys of eighteen become enthusiastic in a discussion as to the use of relative pronouns "goods who" and "man which."

To me the English that pupils like is the English in which they think, and when we can combine the theory of grammar with daily practice in use we have arrived somewhere. Let the boy work out a future tense of his own, bury the dead past and live the active present and he will be somebody who will stand for something. A dead fish cannot swim against the tide.

At the close of Miss Browning's paper, certain comments were made. "We will all have to admit that some slang is so expressive that we must use it." Another, "That was one of the best and truest papers on English I ever heard." "The pupils should know how to discriminate between 'sit' and 'set'; know the difference between an adjective and an adverb, and give him special work so that he may know." "We talk about 'slang,' its use. A high school principal wrote me asking about introducing 'colloquial' language. I have not heard the question of 'slang' discussed much by teachers. Do business men use so-called 'pure' English of the books or 'colloquial' English?"

Mr. Tulloss brought up the question of revision of the keyboard, as to "a" and "j". Urged the members to try the change. H. L. Andrews said this matter had already been threshed out. On motion this one change was voted to be embodied in the report of the committee. Committee was continued.

FRIDAY A. M., DECEMBER 30, 1910.

The Shorthand Teachers' Program for Friday was exceedingly interesting, the first paper being that of D. L. Hodson, on "The Importance of a Right Beginning in Typewriting." He said: The importance cannot be over-estimated, and this is true of any mental-muscular combination. The old method of learning was what might be called "the fore-finger method." No person ever broke that habit while holding a position involving 75 or 100 letters per day. With correct habits formed at the start, typewriting could be mastered in from one-third to one-half the time where the wrong fore-finger habit is dominant. I use the word "habit" meaning a sub-conscious mastery of a law. How does the piano player play a complicated piece of music? There seems to be no conscious control of the fingers at all; the fingers have learned to obey the mind with no conscious action of the will. You call it mechanical. The player wishes to have certain chords; the fingers produce them on the keys in unconscious response to mind impulse. That is the result of perfect sub-conscious mental-muscular action. In like manner the typist wishes to write a word, and lo, the fingers provide it. Learning must be conscious at first, of course. Poor typewriting is the result of wrong mental-muscular habits; it is almost impossible sometimes to secure a correct habit of fingering,—to train the fingers to do what we want to have done. It seems criminal to allow the pupil to practice at will, without giving the right instruction as to the habit to be formed, and a determined insistence on conformity to such instruction. But bad habits can be broken as well as formed, and we must insist on the breaking of such bad habits. We must also correct the wrong position at the machine, the twisting of the spine and the stooping of the shoulders. A proper copy-holder should be used, and the eyes kept off the key-board constantly.

At this point the question of "perfect accuracy" was brought out. Should it be insisted on at the start? Some thought the matter of absolute accuracy had been over-estimated; others insist that no second lesson shall be taken until absolute precision and perfection are attained on the first. Do you require perfect lessons in spelling, in English, in anything?

Then the question was asked, what proficiency do you require in transcribing? The answer was made: Thirty words a minute in the third month.

C. V. Oden expressed great gratification with the way the question had turned, as accuracy is the essential in all our typewriting work. Nothing stands out more clearly than this. It degrades a business man to send out letters having notable errors. And unless you put your foot down at the very beginning and cultivate no bad habits, you are in the wrong

way. And let me say this: Do not fix the student's mind on the "error" made, but on the "right way" to do the thing. Teach how to *make the thing right*. Do not get it into your thought that you can give the second, third and fourth lessons, and then catch them at the eighth. Build the foundation aright at the very beginning. Here Mr. Oden gave an interesting account of H. O. Blaisdell, the expert typewriter operator, as to his "beginnings" of practice—his nervousness, bad posture, many errors; he had to tone him down and build on the basis of accuracy. Teachers are to blame when they allow students to start wrongly and satisfy themselves with an incorrect transcription. The first lesson is absolutely the most important one. If you start erroneously, don't expect to win out. Speed operators have to pay the price.

Mrs. R. P. Kelley said: "The ideal is to get pupils to the point where they never strike a key incorrectly. But they do become discouraged. Somehow get an interest. Monotony makes great loss of time. When I was teaching, I required perfect copies; but I was not always wise in this. We must make some consideration for dull and tired pupils."

R. P. Kelley said: "There is this difference between shorthand and typewriting that in the former you may make a wrong stroke and it won't be especially noticeable, but in typewriting you cannot do that. To develop speed, begin the first day. Develop evenness of touch. Even with a moderate degree of speed, and with even and constantly moving fingers, you will turn out a large result in a day. Get your pupils to try hard, but don't scare them. Teach them self-control."

Miss Gertrude O. Hunnicutt, of Lockyer's Business College, Evansville, Ind., presented and read a thoroughly profitable, thoughtful paper on "Method of Arousing and Maintaining Enthusiasm." Look at the origin and meaning of the word, the Greek *En* and *Theos* (in God), and means in the usage of our time, passion, eagerness in pursuit of an object, and if that be teaching a pupil, draw near to him or her,—to John, Thomas, Mary or Minnie—get into their environment. Seek to determine the qualities which advance or retard the pupil. Love the school room. Seek to overcome their discouragements. It is said that "Genius is the capacity for work." Develop that in your pupils. You must develop enthusiasm in laying foundations. Aim to have perfect work. Relate the achievements of others. Do not decide on hard and fast rules, for the mental condition of your pupils varies from day to day, and no two pupils can be treated exactly alike. We hear this word on all sides, "I can't." That word hardens into a stone wall before him. Seek to tear it down. It may be a case of stage fright in the words "I can't." Have them change to the expression, "I don't understand it." Don't allow study on too many subjects at one time; build the structure brick by brick. Keep your class active during the entire recitation. If the teacher becomes the slave or teaching, vital interest in soul work will die out, the study of the pupil's individuality is lost. Mastery of principles gives success to the pupil; to this end, have him write the lesson correctly once, and then repeat it in writing ten times. Write from dictation from the very beginning. Avoid ruts. Teach the pupils to know word-outlines as the principles are mastered. Zest will come in this way.

W. E. McDermutt said: "Raise your standard of teaching. When it is advertised that a musician is or has been the pupil of a certain well-known musician, it is almost a guaranty of skill and of ability. So it may be with you. Your pupils get on with familiar words, but there is a woeful mental jolt when they touch new and unexpected matter. Train them to rapid formation of strange outlines; that is worth very great labor. Try it often."

LITERARY REVIEW.

The published Proceedings of the Twelfth Annual Convention of the National Shorthand Reporters' Association lie before us,—a volume containing 230 pages of verbatim report of the several sessions of the Convention, Reports of the Historian, and other officers, etc., as given at the Convention held in Denver, Col., August 22-25, 1910. A number of portraits and other excellent illustrations accompany the printed matter. The reporting was evidently well done, and the matters under discussion and adoption were of remarkable interest to all reporters. The action taken by the Convention respecting the extremely valuable library of the lamented C. C. Beale should be read most carefully by every reporter in the land. That the Association has been able to purchase this library and keep it largely intact is a matter of great gratification to all who know its almost priceless value.

NEW YORK COMMERCIAL TEACHERS' ASSOCIATION.

Annual Meeting held at Rochester, N. Y.

December 27, 28, 1910.

The New York Commercial Teachers' Association held its annual meeting in East High School in Rochester the last week in December.

The following program, which proved both interesting and profitable, was carried out. A number of the papers read will be published in later issues:

Round Table. The following topics will be the basis of discussion:

What is Expected of the Commercial High School?

(a) By the community

(b) By the executive and supervising staff.

(c) By the employer.

What proportion of the time should be devoted to strictly commercial branches during the four years' course?

Should instruction in the commercial branches be extended over the entire course, or should it be condensed into the work of one year?

Should the commercial high school attempt to do the work of the highly specialized private business training school?

Discussion opened by J. F. Forbes, Vice-Principal, Rochester Business Institute.

Summer apprenticeship work for commercial students, James E. Downey, Head Master, High School of Commerce, Boston.

Suggestions regarding the teaching of shorthand. Miss S. M. Henley, Central City Business School, Syracuse, N. Y.

Our Aims in Business Practice Work. W. B. Carhart, Public Schools, Ithaca, N. Y.

Commercial Arithmetic. James E. Downey, Head Master, High School of Commerce, Boston.

The Commercial High School Curriculum. R. G. Laird, High School of Commerce, Boston, Mass.

The Follow-Up Plan of Teaching Penmanship. M. F. Belows, Commercial School, Syracuse, N. Y.

New York State Educational Department Examinations. I. G. Nichols, State Education Department, Albany, N. Y.

The Successful Teaching of Typewriting by C. E. Smith, New York City.

NEXT MEETING OF E. C. T. A.

The meeting of the Eastern Commercial Teachers' Association will be held this year on April 13, 14 and 15. The Executive Committee has found it necessary to announce a change in the place of meeting from New Haven to Bridgeport. The Committee found, very much to its regret, that there were insufficient satisfactory hotel accommodations at New Haven for the members who would attend the Convention.

The Hotel Stratfield, at Bridgeport, has been selected as the headquarters. The rates are \$1.50 for each person, two in a room, with private bath, or \$1.00 each in rooms without bath. Considerable progress has been made on the program, and it is hoped that it will be possible to publish it in the next issue of the magazines.

Two innovations have been adopted; (1) Discussions shall be held, not after each paper, but at the close of each meeting, when time will be reserved for discussion upon the paper or papers which the Association desires at that time to consider. (2) An abstract of all papers presented will be printed in the program, and it is believed this abstract will be of much help to the members, and will tend also to encourage discussion.

It is hoped that commercial teachers will make a note of the dates for the Convention, April 13, 14 and 15, and will reserve their accommodations at the hotel in advance.

EDWARD H. ELDRIDGE,
Secretary.

NATIONAL PENMANSHIP TEACHERS' ASSOCIATION.

Reported by J. H. Bachtenkircher, Lafayette, Ind.

WEDNESDAY A. M., DECEMBER 28, 1910.



HE Penmanship clan was gathering from near and far, forming new acquaintances or confirming old ones, and the morning session of the Penmanship Teachers' Section was ready for good solid work. The president, C. E. Doner, presented his address which was received with great heartiness by all present. It was a carefully prepared address, full of helpful suggestions.

An excellent paper by G. C. Kreighbaum, Ypsilanti, Mich., on "Problems of Penmanship in a Business College," was followed by another on "The Teacher's Preparation for the Lesson," by Miss Julia Bender, of Greensburg, Ind., which was declared to be both entertaining and instructive.

Through the suggestion of A. N. Palmer, on motion, it was voted to discuss the papers already read instead of postponing discussion until the entire list had been presented. The following participated in the immediate discussion: Messrs. A. N. Palmer, C. P. Zaner, Geo. A. Race, A. H. Steadman, and others.

Owing to the absence of Messrs. J. A. Snyder and F. F. Musrush, this closed the program of the morning session, and the remaining time was taken up by what was fittingly denominated "Five Minute Sermons." A. N. Palmer made an earnest plea for putting shorthand students into the penmanship classes. C. P. Zaner contended that "skill up the sleeve" for penmanship is a help for good rapid shorthand. Messrs. Palmer, Race and Bachtenkircher debated to a considerable extent the plan of the teacher's practice work, agreeing in this that a teacher, to be successful in penmanship, must know how to write.

"The Teacher's Blackboard Work" was next taken up by A. H. Steadman, who stated that neatness, general appearance and correct forms are necessary at all times.

The question was asked, "How do you supervise?" C. P. Zaner said the teacher helps pupils at one lesson while the supervisor gives the lesson, and at the next session the teacher teaches while the supervisor helps the pupils. Geo. A. Race said, Drop the regular program and visit the rooms promiscuously. C. E. Doner asked the question, "When do you begin the use of ink?" Thereupon a general discussion showed that the third year was the time generally chosen. At this point, C. C. Curtiss, the veteran penman, asked this question, "How can I get my pupils to make their ovals slanting instead of vertical?" An interesting discussion brought out the facts as viewed by Messrs. Zaner, Race, Miller, Parsons and Miss Breckenridge, which were most amusing as well as instructive.

On the subject of "Correlating Writing," Messrs. Doner, Ammerman, Race and Bachtenkircher participated. Following this Mr. Curtiss precipitated a rapid-fire debate on the question, "How to get writing from the first three years in school?" Mr. Ammerman illustrated the subject on the blackboard. Mr. Madray would get mental pictures first,—making letters in the air and then at the board. These various "sermons" occupied the time of the session until the hour of adjournment, a period of life and inspiration.

THURSDAY A. M., DECEMBER 29, 1910.

This morning's session brought sadness to the minds of the many penmen present who had been more or less intimate with the matchless artist-penman, L. Madarasz, as a telegram had been received during the night announcing his death in San Francisco. On motion of C. P. Zaner a letter of condolence was ordered to be sent to Mrs. Madarasz, and a com-

mittee was instructed to prepare suitable resolutions concerning his demise, the committee being constituted as follows: C. P. Zaner, E. M. Huntsinger and W. C. Henning.

According to plans previously made, the forenoon session became a joint meeting of the Penmanship Teachers' Section and the Business Teachers' Section. This arrangement proved to be a most happy provision on the part of the management, and so fruitful of mutual interests and good results that it will, doubtless, be followed at the next Convention.

The papers presented in this joint meeting are characterized in our report of the Business Teachers' Program.

Prior to the close of the morning session, the following officers were chosen:

President, J. H. Bachtenkircher, Lafayette, Ind.

Vice-President, O. L. Rogers, Ft. Wayne, Ind.

Secretary, E. G. Miller, Omaha, Neb.

Executive Committee: A. H. Steadman, Chairman; V. E. Madray, Benton Harbor, Mich.; Miss Ziegelbaur, New Albany, Ind.

FRIDAY A. M., DECEMBER 30, 1910.

A. N. Palmer, of New York, took for the subject of his talk, "Penmanship." He has learned much from his observations of teachers' methods in handling their students. Unless they have thoroughly mastered their art, they are utterly incompetent to teach. He is engaged in doctoring teachers, and getting them to understand the best ways to teach, and requires from them the work of their own hand. He would have the teacher know how to teach movement drills and change to movement writing. Position is the first and most important thing to teach. Teach muscular movement from the start. Do not teach the whole arm movement. A sixteen year old lad, who knows how to teach properly, would do more good than a university taught man who is incompetent. Position at desk and its height regulate the slant. He would not be guilty of teaching a pupil to keep his wrist flat.

This topic was considered by Messrs. Parsons, Steadman, Zaner and Faust. Mr. Race, of Bay City, Mich., asked Mr. Palmer to demonstrate the count on *k*. A spirited, sound and sensible discussion ensued.

V. E. Madray, of Benton Harbor, Mich., spoke on "Health and Penmanship." To be a sick man or dissipated incapacitates one from being a good teacher of this art. One hundred eleven teachers died in Indiana since 1908, twenty-eight, or 25%, of tuberculosis. Aged teachers should be pensioned. Teachers should take much sleep, and not over-eat. Tobacco is their bane. Walking as an exercise is of much value. Teachers also should be full of energy, enthusiasm and inspirers of their pupils. How one should teach is a large part of the teachers' problem. Put love into the work you do,—or, put yourself into it and you will win out.

"Public School Writing Needs" was next taken up by Geo. A. Race, of Bay City, Mich. He gave a very live and helpful talk.

C. A. Faust, of Chicago, Ill., spoke for five minutes on the desirability of using special ruled paper.

The resolutions on the death of L. Madarasz, which had been prepared by the committee, were read, and on motion adopted, and the letter of condolence was also read and ordered sent to the widow by night letter. On motion, it was voted to engage the services of W. E. Dennis to engross the resolutions which were to be sent to Mrs. Madarasz.

In accordance with the program, penmanship demonstrations were given by the following: Messrs. Faust, Zaner, Henning, Stacy, Doner, Rogers, Race and Madray, which proved a most entertaining as well as instructive feature of the session.

By expiration of time, the session came to its close and adjournment was taken.

BENN PITMAN.



GREAT man and good has fallen in the Phonographic Israel. The loving and beloved Benn Pitman has been gathered to his fathers. We shall see his face no more until we, like him, shall be in the Sanctuary of the Highest.

Benjamin Pitman (known during almost all his life by his own preference as Benn Pitman), was born in Trowbridge, Wiltshire, England, July 24, 1822, and died at his home, 1852 Columbia Avenue, Cincinnati, Ohio, December 28, 1910.

His father was Samuel and his mother Mariah Pitman. He came of a long-lived ancestry, his father reaching 76 years of age and his mother dying in 1857 in advanced years. There were eleven children in the family, seven sons and four daughters, as follows: Melissa (Mrs. Pryor, later Mrs. Jones), born 1809, died 1864; Jacob, an architect, residing most of his life in Sydney, New South Wales, who was born in Trowbridge, Nov. 28, 1810, died in Sydney, March 12, 1890, at 80 years of age; Sir Isaac Pitman, born Jan. 4, 1813, at Trowbridge, and died at Bath, Jan. 22, 1897; Abraham, born 1814, died 1829; Rosella, born 1816, died 1898; Joseph, born 1818, died April 2, 1895, aged 77; Jane (Mrs. Hunt), born 1820, died 1896; Benjamin (Benn), born at Trowbridge, July 24, 1822, died at Cincinnati, Ohio, December 28, 1910; Mary (now Mrs. Mary Webster), born 1824, who is the only surviving member of the original Pitman family, and residing at Lynn Regis, Browning Road, Worthing, England; Henry, born at Trowbridge, September 19, 1826, died October 23, 1909, aged 83; Frederick, born May 9, 1828, died November 20, 1886, aged 58.

Benn Pitman was married twice. His first wife married in 1849, was Miss Jane Bragge, of Birmingham, who was born at Birmingham, in 1823, and in early life, with her sisters, became a shorthand pupil of the young and ardent Mr. Pitman. This first wife became the mother of three children, Agnes, Arnold (named for Arnold of Rugby), and Ellis (named for Alexander John Ellis), the well-known phonologist and co-worker in phonetics with Sir Isaac and Benn Pitman. Arnold and Ellis died in their infancy. Miss Agnes survives her father, and was the living connection between Mr. Pitman's English and his American life and labors. Mrs. Benn Pitman, the first wife, died in 1878, and was the first woman in America to be cremated.

The second wife, married in 1882, of Benn Pitman was Miss Adelaide Nourse, the daughter of Caleb B. Nourse, and died in 1893. To her was given a precocious son, Emerson, who died at sixteen years of age,—the idol and hope of the father's heart. A daughter, Miss Melrose, is a charming young lady, a student of the second year in Wellesley College, the great comfort and helper with her sister Agnes of her father in these years of his vigor, maturity and mental activity.

Benn Pitman, at the age of fourteen, became his brother Isaac's student in shorthand, in 1834-1837; taught the same to classes of boys when but fifteen years old in his brother's academy from lesson cards of his own preparation; aided his brother in reading proof sheets and correction of engraved plates when sixteen, and was a full-fledged traveling lecturer on Phonography before he was twenty, which field he continued to cultivate until his removal to America ten years later, at which time he was the sole remaining lecturer of ten or more who had persistently, enthusiastically, intelligently canvassed the United Kingdom in the promotion of the twin causes of phonetics and phonography.

In the latter part of 1852, Isaac Pitman realized the great importance of a phonographic propaganda in America, and commissioned his brother, Benn, to take up the work in the United States.

Mr. Pitman was even then travelling up and down his native soil, accompanied by his frail wife and his baby Agnes, stopping a few hours in a community in the prosecution of his zealous dissemination of the new stenographic art and then passing to new fields and to labors more abundant. He was literally the heroic evangelist of a new science and art, in which he was destined to stand in the high rank with Gabelsberger, Taylor and his brother Isaac.

Benn Pitman left England for America on Wednesday,

January 6th, 1853, but because of a collision with a steamer early in the day, they returned to the dock for repairs, he and his wife, daughter and son remaining on board till Jan. 10, when the vessel made the second attempt, crossing the Atlantic in twenty-two days, of which only four were at all pleasant. Mr. Pitman was the sole companion and nurse of his wife and babes, cooking their particularly needed food at the cooks' galley, and caring diligently for their wants, being utterly unable by reason of his anxieties and cares to look into, much less read, a single book during the voyage.

Landing at Philadelphia, he was so grateful that the family had reached the new country in safety that, as he himself records it, he knelt down in the exuberance of his joy and kissed the soil of the new land.

Philadelphians especially will be pleased to know that his first domicile in America was at 12 Prune St., between Spruce and Walnut, 4th and 5th, from which place he wrote a letter to his brother, who lithographed it that copies might be sent to the Pitman family and other loved friends. This letter we have read, and as it contains Mr. Pitman's very first impression of our country and its people, we here quote, in part: "6th Feb. To the absent and loved ones, greeting." "We

can only realize to ourselves that we are so far removed from the favored land by bringing a map of the world before the mind's eye, and imagining ourselves located some hundred miles up the magnificent Delaware. We feel that we can be in no English city, for the air is too pure, the sky too brilliantly clear, the streets too long and straight, the trees that line the streets too large, the open squares too frequent, many of the stores and buildings too magnificent, the majority of the male countenances of too intellectual a cast to permit us to think that we are in the old country, the newspapers are too numerous and cheap and too wretchedly printed, in the majority of cases, to be English. The prevalence of beard with the men, and the different and generally tasteful style in which the women arrange their hair, are other reasons why we think we are elsewhere than in an English city."

This pen painting of Benn Pitman is surely as rich, racy and truthful as are the *American Sketches* of Charles Dickens.

Mr. Pitman immediately opened his propagandist work, and there are living and known to us now pupils whom he taught in those early days, both before and after his reaching America. A picture taken of him in Philadelphia shows the clear-visioned, aggressive, self-reliant man with principles to pronounce in the face of (to him) an expectant world.

Not long after his arrival, he was invited to go as far west as Dayton, Ohio, to declare the doctrines of a new spelling and especially the new stenographic art. This trip caused him to fall in love with what was then a somewhat western section of the land, and he pre-acted on Horace Greeley's famous suggestion, "Go West, young man," and accordingly went to Cincinnati, from which his heart was never drawn away.

It was in Cincinnati Mr. Pitman found his fulcrum from which to move the phonographic world, and here he founded the Phonographic Institute, and commenced his many-sided activities. For several years, and until the changes made by Isaac Pitman in his system (notably the inversion of the vowel scale), Benn Pitman was, so to speak, the right hand of his brother at work in the United States; but then the new and larger activities originated and controlled by him began. In rapid succession books, leaflets, fliers, magazines came from his teeming brain and his marvellously facile hand. Text-books in the simple and more complex phases of stenography poured forth. From 1857 we may date Benn Pitman's American Declaration of Independence, and the development of the art along lines of activity and propulsion unknown in England. *The Manual* came forth in 1854, the *Reporter's Companion* in the same year. The *Phonographic Teacher* in 1857, the *History of Shorthand* in 1858. And so, with his books and magazines, he sought with great earnestness and success to flood the land with the light of a real brevistypion.

Not only was Mr. Pitman a teacher and publisher, but he became the foremost reporter of his time. Verbatim shorthand reporters were truly *rari aves* at that time. He was immediately pressed into service in all kinds of reportorial work. The Civil War demanded just such activities as he was abundantly capable of rendering. Treason was in the air, and he was called to the front in more senses than one. The first court martial ever reported in shorthand was taken by Benn Pitman, the court martial of Gen. Buell, in Kentucky.

Benn Pitman became the official stenographer of Congressional Investigating Committees. He reported the Riot Investigations of Memphis and New Orleans, the Kuklux Klan cases, the Knights of the Golden Circle, and the trial of the conspirators in the Assassination of President Lincoln. The full report, with Questions and Answers, has never been printed, we believe, but the volume published in 1865 by Moore, Willstach & Baldwin was compiled and arranged by Benn Pitman, Recorder to the Commission, and is a volume of 421 pages, in narrative form, but includes the testimony, documents introduced in evidence, discussions of points of law raised during the proceedings, the addresses of the counsel, the replies of the Special Judge Advocate, the findings and sentence. We may say here that we have it on good authority that Mr. Pitman to his dying day never convicted himself of the willful and intentional criminality of Mrs. Surtratt in this horrible assassination of President Lincoln.

Mr. Pitman's phonography was in almost all cases a marvel of legibility, and in a great number of cases when reporting Government investigations, courts martial, etc., his shorthand notes were forwarded at once to Mrs. Pitman, and were by her transcribed and sent to the Government Printer.

But Mr. Pitman, who had in early manhood sought to become artied to an architect and designer, in his maturing years found that that old artistic temperament and blood rankled in his veins, as was in some degree made evident in the unexampled beauty of his text-books and magazines. Mr. Pitman was a born artist. He looked at practical things from the artist's standpoint; he desired practical statements to be put in artistic form; he had the eye and soul of the aesthetic and spoke in the note of pure art.

Mr. Pitman was the founder of a new school of art in Cincinnati, designed primarily to culture young men and women in artistic principles and handicraft. At the Philadelphia Centennial he exhibited the work of one hundred of his pupils, much to the amazement of those to whom he was unknown. Decorative art was with him far to the front in his theories of life. The *true*, the *beautiful*, the *good*, these were his watchwords, and his living positions vitalized. He became the founder of the department of woodcarving and decorative art in the McMicken School of Art in Cincinnati, and was chief director of the same for nearly twenty years.

Visitors who have been permitted to see Mr. Pitman at home have marvelled at the multiplicity, the richness, the rarity, the excellence of the art-craft manifested in every portion of his home,—the house, the grounds, the furniture, the decorations,—every feature which could bear an impress of beauty was wrought out in manifold and marvellous artistic designs. The furniture, the mantels, the doors, the chairs,—all bore the stamp of Mr. Pitman's innate susceptibility to the captivating, the inspiring, the ennobling.

The house was never "laid out" as by architect's plans. It was built of stone quarried near by, cut under his own direction, laid under his supervision, till it grew into "a thing of beauty" by this inspiration of the "Aladdin of the Lamp." The workmen wrought as he bidden, not as they studied lines and measurements of an architect's "blue prints."

One more feature of Benn Pitman's life work and life scheme must be mentioned,—his indomitable purpose to do all in his power to simplify the spelling of our mother tongue. It was an unutterable horror to him to think of the torture innocent childhood and youth must endure in seeking (though impossibly) to master our ordinary, inconsequential, incongruous verbal expression of thought. He was far and away ahead of his brother in the practical alphabet which he had designed, and had he not been handicapped by other weighty burdens of occupation, we do not doubt that he would have with equal energy and a similar degree of success secured a wide hearing and a successful propagandism for his spelling principles and theories. The book which he did publish was a gem and every way a proof of the high aspirations and expectancies of this fighter for the truth in spelling.

Benn Pitman owed much to his father,—steadfast persistency, simplicity of life, untrammelled allegiance to truth. To his mother he owed much for his sweet and placid spirit, rarely ruffled by externalities, a somewhat of internal calm which led him to so live that intimate friends never knew him to shed a tear save when there came to him news of the death of Sir Isaac, his brother. Then the heart showed its wonderfully deep-seated love, which perhaps had never been so manifested in public before.

It may be allowable in closing to quote a few words from Mr. Pitman's own utterances in which he compared his life work with his brother's. He said, "If from my life were

extracted the experience and satisfactions I have enjoyed from varied labor, and which were wholly unknown to my brother Isaac, I should seem not to have commenced to live. And when I think how limited were the faculties my brother used in this life, and how much of his fine nature remained undeveloped, I can only hope there will be no Phonography and no unaccomplished phonetic reform in the other life to monopolize his intellect and heart." "When I recall the many personal friends whose lives have been shortened, if not sacrificed, by faithful devotion to duty in some narrow rut that modern life and competitive antagonism have made a necessity, I am filled with gratitude that I inherited some of my father's ingenuity which, though it has prevented me from becoming rich and being knighted, has made me a proverbial Jack of many trades, yielding satisfaction and delights compared with which riches and knighthood would be a barren mockery."

Mr. Pitman was stricken several months prior to his death with a serious and painful malady, which even the highest skill of the best medical and surgical treatment failed to arrest. Mr. Pitman met his end with sweet and dignified composure and went out into the future life with the hopeful outlook and uplook of one who, "resting from his labors," would have abundant works following with all due reward.

Surrounded by loving daughters and a few intimates, he came to the end of earth-life. The funeral service was conducted by a Swedenborgian Pastor, and, like his brother Isaac and his own two co-partners in life, his body was cremated, at the Dixmyth Avenue Crematory, on Friday, December 30, 1910.

The multitude of the friends of Mr. Pitman, and the untold thousands who have known him only through his life-work, will always bear him in gracious memory, and his name will ever be as "ointment poured forth."

THE NEXT MEETING OF THE E. C. T. A.

By President E. M. HUNTSINGER.

Herewith we present a few facts concerning the progress thus far made by the present administration of the E. C. T. A. for the meeting at Bridgeport, April 13, 14 and 15th.

The Association is to be congratulated upon the excellent Executive Committee it elected—a real working force, which during the past three months has perfected plans for the Bridgeport Meeting. The Local Committee is also first-class and works in full harmony with it.

The Executive Committee has already secured the following speakers:

- Sec. Chas. D. Hine, State Board of Education.
- Geo. T. Service, Yale, on Commercial Geography.
- J. R. Wildman, B. C. S., C. P. A., of New York, on Accounting.
- John A. Crawford, Merchants' and Bankers' School, Newport, on Business English for Commercial Schools.
- A. F. Wallace, Worcester, Mass., on Bookkeeping.
- James Scott Hall, Philadelphia, on Business English.
- S. E. Bartow, Albany, N. Y., on Business School Penmanship.
- H. W. Patten, Central High School, Philadelphia, on Business Penmanship from Public High School standpoint.
- James S. Hall, Philadelphia, on Business English.
- Miss Emma B. Dearborn, Meriden High School, on Typewriting.
- Miss Bertha Crocker, The Packard School, New York, on Shorthand.

It is expected we will be able to secure Dean Balliet on The Qualifications for Teaching. The remainder of the speakers we hope to secure before the close of January.

HIGH SCHOOL TEACHERS' ASSOCIATION.

WEDNESDAY A. M., DECEMBER 28.



NINE o'clock drew nigh, there gathered from near and far men and women engaged in commercial instruction not in so-called business colleges or schools, but in city high schools and county high schools, who were eager to "hear some new thing" or to present features of their own diversified experiences. The President's Address (A. H. Sproul, Indianapolis, Ind.), was first in order, followed by the Report of the Secretary (Miss Mabel Hazard, Harvey, Ill.). The faithful work of these time-honored educators was heartily acknowledged.

The everliving and everywhere interesting question of "Shorthand" came to the front through the presentation of the views of Grover C. Thomas, of Detroit, Mich. How much a high school can do in comparison with a specific school for shorthand study is always a question, and the treatment of this subject by one side of the two parties to it brought forth a thoughtful frame of mind, if it did not determine the various outstanding points under discussion. And then in the next paper by H. C. Spillman, of New York City, the cognate question as to "Typewriting,—How and What," was investigated. Rarely is there thorough concord in any convention as to the how and what of teaching and practice in respect to the typewriter, and doubtless not all present were in assured agreement with the views of Mr. Spillman, however cogently presented.

And then came on another denizen of the great metropolis, the highly-honored penman, A. N. Palmer, who was in no measure unwilling to assert and maintain certain positive, and quite well-known views on the subject which has been a life-work, *penmanship*, and especially in high schools.

The forenoon session closed with a consideration of the broad subject of "Commercial Law," by W. J. Lindsay, of the Englewood High School, Chicago. "The Feast of Reason" was evident, and there was great "Flow of Soul."

THURSDAY A. M., DECEMBER 29.

Nine o'clock came all too quick as so many of the Sections were enjoying the delights of the lobbies and the large parlor; but at the call of the President, the most important and powerful feature of the section, and perhaps of the entire three days' sessions, was an address by Principal William B. Owen, of the Chicago Normal Schools. The speaker was not so limited as to time as he might have been, owing to the absence of L. C. Rumsel, of the Central High School, St. Joseph, Mo., whose inability to be present was deplored by many. Louis F. Post, Editor of *The Public*, Chicago, took the floor in a close-thinking treatment of "Economics in High Schools." This paper was followed by the election of officers for the Section, which resulted in the following selections:

President, W. H. Shoemaker, Wendell Phillips High School, Chicago, Ill.

Vice-President, Karl Von Ammerman, Wabash, Indiana.

Secretary, Miss Mary E. Sullivan, Shortridge High School, Indianapolis, Indiana.

FRIDAY A. M., DECEMBER 30

This, the closing day of the High School Section, was full of interest, the business and the high school Sections found many interests in common, and met in joint discussions. There were also excellent papers by Chas. H. Langer, of the Northwestern University School of Commerce, Chicago, Ill., on "Progressive Evolution of Bookkeeping from Elementary Single Entry to Modern and Advanced Double Entry Methods," and one by Prof. S. W. Gilman, of the Business Administration, University of Wisconsin, on "Cost Accounting."

The High School Section congratulated itself that it has increased its membership fifty per cent the past year, and now has a total of 115 enrolled members. This is indeed most gratifying, and is setting a noble pace for the other Sections to emulate.

NEW ENGLAND ASSOCIATION OF PENMANSHIP SUPERVISORS.



HE New England Association of Penmanship Supervisors held a meeting in Burdett College, Boston, on January 7, 1911. Everyone on the program below was present, and was listened to by an enthusiastic and interested audience.

MORNING SESSION.

Address of Welcome, L. E. Pease, Burdett College; Response, H. W. Shaylor, Portland, Me.; "What the Superintendent Wants in Writing," Supt. Frank J. Peaslee, Lynn, Mass.; Discussion: "How to Conduct a Writing Class for Beginners," C. E. Doner, Beverly, Mass.

AFTERNOON SESSION.

Business Meeting: Election of Officers; "The Value of Blackboard Demonstrations in the Teaching of Writing," E. M. Huntsinger, Hartford, Conn.; Discussion; Question Box, Harry Houston, New Haven, Conn.

The following officers were elected:

President: A. B. Wrought, Pittsfield, Mass.; Vice-President: Miss Margaret Toole, Worcester, Mass.; Secretary and Treasurer: A. R. Merrill, Saco, Me.

Superintendent Peaslee's paper was so well received that the president was instructed to have it published and distributed. No attempt will be made to report this excellent paper, as it will appear in full in *THE BUSINESS JOURNAL*.

Mr. Doner's talk was very practical. He did not talk theory, but showed what to teach and how to teach it. Paper was distributed and copies were written by all present in the way beginners should take up the subject. Mr. Doner believes, with the majority of supervisors, that entering classes should practice large, free writing.

Mr. Huntsinger read a paper, and then demonstrated his theories by considerable blackboard work. He took up the letters in detail and grouped them, showing how different letters are related. His enthusiastic manner of speaking, and his ability as a penman, will make what he said and did long remembered.

The Question Box brought forth a spirited discussion of left-handedness, writing in high schools, position at desk and other topics.

The Association is greatly indebted to the proprietors of Burdett College for the commodious quarters for the meeting, for the bountiful lunch and many courtesies shown.

RESOLUTIONS ON THE DEATH OF BENN PITMAN.

(The following paper, having been prepared by a Committee appointed by the Shorthand Section of the Federation, was submitted to that Section and by it was adopted. Afterwards, with the typographical modification necessary, it was presented to the Federation at its regular meeting on the afternoon of December 29, and was adopted by that body.)

RESOLVED: That this meeting of the National Commercial Teachers' Federation, having heard with sorrow of the death yesterday of Mr. Benn Pitman at the advanced age of eighty-eight years, after an illness of several months, desires to place on record its very high appreciation of the life and labors of this, the last of the honored and noble Pitman brothers to remain with us.

Historically, it may be said that Benn Pitman was a most efficient co-worker with his brother, the late Sir Isaac Pitman, in the preparation of the first edition of Pitmanic shorthand, "Stenographic Sound Hand," in 1837. Benn Pitman was a teacher of the system prior to the publication of the first

volume, using cards which he had prepared for instruction purposes among his pupils, and he devoted much time and labor to it, traveling through England and Scotland, lecturing about and teaching the newly invented phonetic system of shorthand at that time. This work he continued from 1837 to 1852, assisting his brother Isaac very materially in the promulgation of phonetic writing.

In 1853, Benn Pitman came to America, reaching Philadelphia where he remained but a few months, after which he took up his residence in Cincinnati, Ohio, where his home has been ever since. At that time and for some years later, Benn Pitman was known as the most competent and arduous reporter of his day, especially during the trying period of the Civil War, when he was the official government reporter at a great many courts martial, and at the investigations concerning the assassination of President Lincoln, and his phonography was of such a character that his shorthand notes were forwarded to Cincinnati and transcribed by his wife and forwarded by her to the government without his previous revision. In his later years, he has devoted himself very largely to art, particularly to engraving, wood carving, etc., but his interest in the art-science of phonetic writing remained supreme. It is not very long ago that he expressed the expectation of reaching his one-hundredth year, but the strenuous labors and untiring industry of a long life told upon his constitution to such an extent that when a surgical operation became necessary a few months ago he was unable to recuperate and slowly but surely he passed from us.

Benn Pitman was pre-eminently an educator, seeking to develop in the youth of the land the highest and best of which that youth is capable, and his kindness of heart was recognized universally and those who knew him best loved him most. The members of the National Shorthand Reporters' Association have lost in him their most honored member, he having been President of that Association at one time and a member of it for many years. He also attended the meetings of this Federation in former years, but owing to the infirmities of advancing age his regular attendance was not possible, yet he has always been remembered with affection in the meetings of this body. Many of the younger generation have had no personal acquaintance with our departed brother, but through his writings, his magazines and his other publications, we have become in heart familiar with him, and have recognized the genuine nobility and the truly lovable qualities of the man.

Benn Pitman outlived all his contemporaries, including Andrew J. Graham, James E. Munson, Elias Longley, R. P. Prosser, and D. P. Lindsley, and the only publishers contemporaneous with his early years still surviving, are W. W. Osgoodby, of Rochester, N. Y., and J. George Cross, now of Monrovia, California.

Benn Pitman is survived by two daughters, Agnes, the daughter of his first wife, and Melrose, the daughter of his second wife, to whom this Section of the Federation wish to extend profound sympathy in their bereavement. As was expressed in the December issue of the Phonographic World, Mr. Benn Pitman was "the oldest shorthand author, reporter, teacher and publisher in the world," and it is with feelings of the deepest regret and with the highest appreciation of the life work of such a noble and distinguished man, that we learn of his demise, and it is under such feelings that we desire this tribute to his memory to be spread on record in the minutes of this meeting, and that a copy of it be forwarded to the bereaved members of his family.

Respectfully Submitted,

Signed: WM. D. BRIDGE,
FREDERICK J. ROSE,
JOHN R. GREGG.

Chicago, Illinois, December 29, 1910.

BOSTON COMMERCIAL TEACHERS TO DINE.

The dinner and the good time that nearly a hundred commercial teachers enjoyed at the Boston City Club a year ago have brought many requests for a return engagement; and the evening of February 25 has been set for the event.

We would like every male teacher in the vicinity of Boston who is interested, and whom we did not reach last year, to send his name and address to R. G. Laird, High School of Commerce, Boston, Mass., that he may receive announcements.

E. S. COLTON,
E. H. FISHER,
R. G. LAIRD,

Committee.

NOTES.

The Typewriter companies were well represented—the Remington, Underwood, Smith Premier, Monarch, through their attractive leading men.

There were exhibits of the American Book Co., the Ellis Publishing Co., the Gregg Publishing Co., the Bobbs-Merrill Co., and many others. The Multigraph and Writerpress Companies were in evidence. Large placards of many companies, agencies, machines, exhibits, statements, etc., were hung in almost all possible conspicuous places, and lined the stairways to all the hotel's nine stories. Tables in public and private rooms groaned with bounteous attractions—circulars, fliers, booklets, leaflets, envelopes, puzzles, card diaries, badges, were all heavily in evidence. Every delegate wore from three to five badges. The men and women vied with each other in wearing attractive ensigns.

Many of the delegates, especially from nearby sections and the Sunny South, brought their wives and their lovely daughters. In their beautiful costumes and native loveliness, they added much to the attractiveness of the Convention, not only in the hotel parlors, but in the banquet hall and even the section assemblies.

STENOGRAPHERS MEET HERE.

The New York State Stenographers' Association held its thirty-fifth annual meeting in the Press Club, this city, on Wednesday and Thursday of last week. William C. Booth, official stenographer, City Court, Manhattan, president for 1910, was chairman. The more important papers read were: "The Necessity for the Bill Establishing Certified Stenographic Reporters," by E. H. Keller, Jamaica, L. I.; "The Physiology and Psychology of Shorthand Writing," by George Farnell, Providence, R. I.; "The Actual and the Ideal New York State Civil Service Tests for Court Stenographers," by David H. O'Keefe, Brooklyn.

Report of the joint meeting of the executive committee of the N. Y. S. S. A. and the executives of all the associations in the state of New York interested in the teaching and practice of shorthand, held June 11, 1910, to consider the certification of stenographic reporters, by Harry W. Wood, New York.

Short addresses were made by Edward E. Horton of Toronto, representing the Chartered Stenographic Reporters' Association of Ontario; Oscar L. Detweiler of Philadelphia, ex-president of the National Association of Shorthand Reporters, representing that association; Frank L. Burt of Boston, president Massachusetts Shorthand Reporters' Association, representing the court reporters of that state; George A. McBride, national delegate, Pennsylvania Shorthand Reporters' Association, representing the reporters of the Keystone State.

As soon as the news of the death of Benn Pitman became known, Mr. John R. Potts of New York moved resolutions expressive of the deep grief felt by all in the Association at the loss of its senior honorary member.

At the banquet on Thursday evening, Mr. Peter P. McLoughlin of Brooklyn, acknowledged universally to be the greatest wit in the shorthand reporting world, began by impersonating his great townsman, Dr. Cook of northern notoriety, and concluded the evening's fun with a skit entitled "We Have With Us Tonight."

The officers for 1911 are: President, Edward J. Shalvey, official stenographer, Supreme Court, Manhattan; vice-president, Harry W. Wood, New York; secretary-treasurer, Walter R. Duryea, New York; librarian and editor, David H. O'Keefe, Brooklyn.

At a largely attended convention of teachers in Northwestern Minnesota, held at Grand Forks, N. D., recently, several well-considered popular papers were read. Among them was one on "Practical Instruction in Business from the Standpoint of the Instructor," by O. J. Hanson, the Principal of Aaker's Business College, Grand Forks. This paper is published in full in the Grand Forks Evening Times. The school should publish it in form suitable for a wide circulation, and as a valuable advertisement.

Department of Shorthand and Typewriting

Dr. W. D. Bridge, Editor

CLYDE H. MARSHALL.

THE editor of THE BUSINESS JOURNAL informs me that I am acquiring a modicum of reflected fame on account of some remarkable stenographic performances by my son Clyde H. Marshall. The editor further informs me that a curious public is yearning for some intimate facts about this meteoric youth which can best be supplied from the family records, and asks me to furnish them. It is with due diffidence that I comply with this request.

Naturally I had an opportunity of becoming acquainted with the young man somewhat early in his career. The stork left him with us, if I remember rightly, on the 29th day of May, 1881, at Paola, Kansas. Being the first of our flock, he was, of course, esteemed a wonderful baby. Both his mother and I at once noticed a remarkable similarity in the contour of his infantile cranium to that of President Garfield, who had entered the White House a few weeks previously, and we felt entirely sure that he would yet achieve greatness, or, maybe, have it thrust upon him. These dreams ceased to dis-



Clyde H. Marshall.

turb us, however, as we came to know him better. By the time he was old enough to hook apples, kick the palings off the neighbors' fences, or break their windows with his ball, we decided that he might not become anything greater than a congressman, or, possibly, a train robber.

Of the boy's childhood and youth there is little of interest to record. He waxed strong in physique and appetite, and happily escaped measles, whooping-cough and the other juvenile disorders provided by Nature to effect the survival of the fittest. He was a vivacious lad, who evidently regarded life as an oyster that should be opened entertainingly, and he was continually breaking out in new places, and keeping us guessing. In school he pursued with avidity the things he liked, and let the rest go hang. Quite early he manifested a re-

markable power of absorbing and retaining written language. When he was about eleven years old, circumstances made it necessary for me to serve as his school master for a few days. As he was not regularly entered in my classes, I had to provide special means for keeping him busy, so I handed him a copy of Dickens' "Child's History of England," assigning him the task of reading the opening chapter, and reporting to me later as to its contents. This book, despite its title, is not exactly meat for babes, and I did not really expect the boy to make much out of it. In about a half hour he reported himself ready for the test, but as I did not have time to quiz him, I took away the book and gave him some sheets of paper, and told him to write all he could remember of the chapter. He at once plunged into this work and wrote assiduously till noon. Then he handed me four closely written pages of foolscap. On examining these, I found that he had recounted the history of the Saxon Heptarchy, with a fidelity to the language of the author that was nothing short of amazing,—much better, in fact than I could have done it myself. He could not have consulted the book, as it was put away in my desk; besides, I had seen him doing this writing without other aid than his memory. This power of remembering language continued to be noticeable in his school life, and, I am inclined to suspect, has had much to do with his ability to transcribe accurately, his high speed shorthand notes. However, I am not sure that he agrees with me in this matter.

Notwithstanding his facility in grasping and retaining language, the bent of his mind as he grew older, was not, as one would have expected, toward literature. He appeared to care little about books as books. Rather he enjoyed the things they related. I believe "The Yarn of the Nancy Bell" is still his favorite poem, and Kipling means vastly more to him than Ruskin. Neither did he manifest any special aptness in composition, particularly the kind of composition prescribed in the high school, which calls for more or less exercise of the imagination. His power in language seemed mechanical rather than creative, and this, again, is probably of more advantage to him than he realizes, in the matter of taking down accurately the language of others. He is not troubled with any tendency to depart from or improve upon the original matter. And yet, he is able to do this on occasion. His first reporting assignment came to him when he was little better than an average stenographer. A Los Angeles paper sent him out to report an "Irrigation Congress" that was being held somewhere down in the hot air country. For the youngster to assume such a job at that time was nothing short of a joke, as he probably could not write faster than 125 words per minute. But he "took" the whole session with the most sublime aplomb. His notes, of course, must have looked like a rail fence after a Kansas cyclone, but the boy was able to supply the missing panels, or others that were better, and when the two-page report appeared, none of the statesmen complained of being misquoted, and in some instances discovered that their speeches read better than they sounded.

Believers in heredity will be interested to learn that Clyde Marshall's paternal grandfather was an enthusiastic "phonographer" and spelling reformer, and lectured in Ohio on these subjects in the 40's. The present writer in his early childhood was taught to read by the 42-letter "Fonetik Alphabet" invented by the Longleys. My father hoped great things for me in shorthand, but, alas, I was not cast in the right mold. It has been more than I could do to write longhand decently, and I would rather go to the penitentiary and make jute bags than be forced to become a stenographer. Clyde's case appears therefore to be a case of alternate hereditation, whatever that is. All of which is respectfully submitted.

CARL C. MARSHALL.

NOTES BY MR. MARSHALL.

(Clyde H. Marshall's Transcript.)

Q. Assume, now, that you were sworn as a witness before a commission; would you charge thirteen dollars for that day? A. Yes.

Q. Now, suppose that you went across the street on the same day and you were sworn over there, would you charge thirteen dollars for that, too?

Mr. Linson: That I object to upon the ground that that (it) assumes a fact not proven. There is no foundation for the question.

Mr. Kelly: Well, the Court will permit me to examine this witness as to whether that was his proceedings (proceeding) or not.

The Referee: You may ask the witness if he had done that.

By Mr. Kelly:

Q. Did you ever do that?

Mr. Linson: That I object to upon the ground that it includes other property not within the purview of this proceeding. I have no objection if it can be shown that Mr. Winchell has charged for the same days that he has charged for in these matters under review, in another commission, but I do object to proof, generally, of what he may have done sometime within three years last past before some other commission.

The Referee: Well, that is what I am excluding; what he may have done.

Mr. Linson: There is no objection to anything in connection with this.

OUR FRENCH SHORTHAND NOTES.

THE BUSINESS JOURNAL is proud of its hundreds of French subscribers in the Dominion of Canada and elsewhere. The beautiful specimen of Duployean shorthand given in this issue, with the French transcript, were furnished us by Brother Anselm, of Mount St. Louis College, Montreal, and are signal specimens of finely written penmanship. In that College the English students write the Pitman and Pernin systems; the French students use the Duployé system.

Traduction, en sténographie non abrégée.
Application du système Duployé, dans
lequel nous supprimons tous les accents.
Cette suppression favorise notre système
personnel d'abréviations

28/9/10.

Traduction de la même lettre, avec abréviations.

28/9/10.

Montréal le 28/9/10.

Messieurs

La présente vous sera
remise par M. A. Morneau, que je
prends la liberté de vous recommander.
M. Morneau ayant l'intention de
se rendre à Paris pour les affaires
de sa maison, je vous prie de
lui donner tous les enseigne-
ments dont il pourra avoir
besoin, de le guider de vos conseils
et de lui rendre son séjour
dans votre ville aussi agréable
qu'il est possible. Je serai
heureux d'avoir l'occasion
d'user de réciprocité envers vous.

Agitez mes salutations affectueuses,

Louis Laroche.

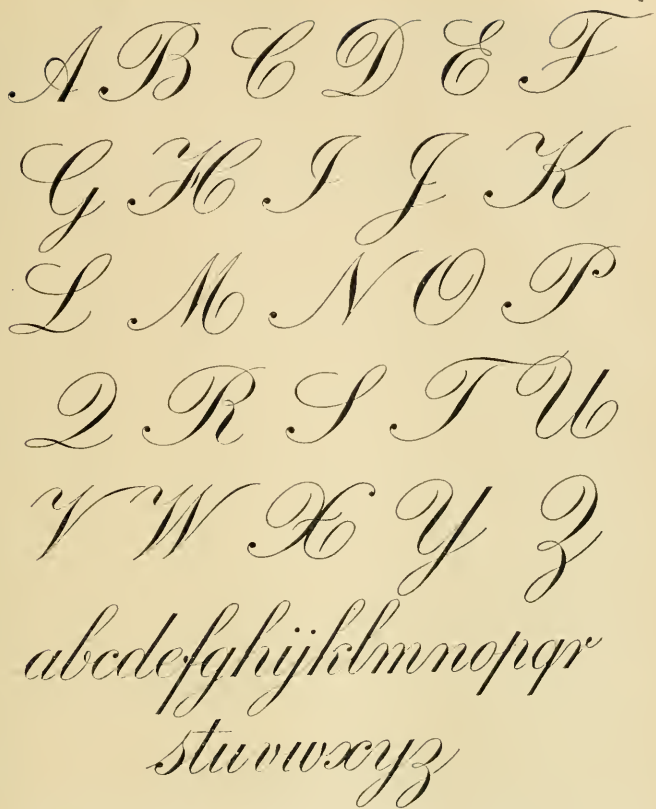
Students' Specimens.

J. N. Fulton, of the International Business College, Fort Wayne, Ind., forwards for our inspection eight sheets containing the work of as many pupils. The oval movement drill, the figures and the plain writing indicate great variety in execution on the part of the students, some showing a remarkably light touch and others a far heavier impression. We are much pleased with the stress laid on the beautiful accuracy of form in writing figures.

W. I. Monroe, of Monroe's Business College, Waterbury, Conn., offers us the pleasing sight of the penmanship of seven of his young lady students, indicating close attention to outline and considerable degree of facility of movement, though a little more of the hand movement exercises will guarantee better results.

From J. J. Bailey, of the Technical High School, Toronto, Ontario, come seventeen specimens from as many students. If we were in business we would be much pleased to have our letters written and our books kept in such a neat and attractive style of the "art which men should cultivate."

Through M. J. Walters, of the Illinois Business College, we have a large number of specimen pages, on which are marked the time under which each student has been practicing in penmanship, from one month to six months. Each page consists of scroll work, a Promise to Pay, in blank, and other matter. Very creditable is this work, and we cannot but congratulate Mr. Walters on the systematic way in which he brings his students forward from month to month, the evident facility and beauty of the penmanship being marked from point to point.



Engravers' Script by Giuseppe Galterio, a former student of W. A. Hoffman, Valparaiso, Ind.

BUSINESS ARITHMETIC.

BY CLYDE L. NEWELL.

Work 10 problems within two hours.

1. A grocer mixes 20 lbs. nuts at 40c.; 30 lbs. at 30c. and 50 lbs. at 20c. At what price per pound should the mixture be sold so that a profit of 25% may be realized? If sold at 40c. per pound, what % profit would he make?

2. A man wishes to have a rectangular cistern built 12 ft. long, 6 ft. wide and 10 ft. deep. Digging and carting the earth away will cost 75c. a cubic yard. He wishes the interior lined with one thickness of brick each measuring 8" x 4" x 2" at \$12 per M. Labor will cost \$9, cement \$8. Estimate the entire cost of the cistern.

3. He also wishes a top for the above cistern made of 2-inch plank with four cross pieces 3" x 4". Estimate the cost of the material at \$18 per M., allowing nothing for openings or waste, the platform to extend one foot on each of the four sides beyond the opening.

4. Find the net proceeds of a consignment of 90 brls. A sugar averaging 300 lbs. each @ 5½c. Frt. 50c. a brl., cartage 10c. a brl., cooperage \$3.50, commission 5%.

5. Find the proceeds of a note for \$895.50, dated Jan. 7, 1910, payable in 4 months with interest at 6% and discounted Feb. 19, at 5%.

6. A note for \$2000 dated July 7, 1910, at 8 months with interest at 6% in favor of Jas. Hotchkiss, signed by Henry Milton had the following indorsements: Sept. 12, \$500; Nov. 27, \$800. Find amount due at maturity using Merchants Rule of partial payments and find the time by exact days.

7. A lady deposited \$500 in a savings bank and was allowed interest at the rate of 4% per annum. The interest was compounded semi-annually. What was the total amount due her at the end of two years?

8. Find the accurate interest on \$4500 at 8% from Feb. 7, 1908, to Oct. 18, 1910.

9. A merchant bought a bill of merchandise amounting to \$748.50. He was allowed a discount of 20, 10 and 5% off. He sold the goods at invoice prices allowing 10, and 3% off. What % profit did he make?

10. A, B and C are partners and agree to share losses or gains in proportion to their average investment. Their respective ledger accounts are as follows: A, Cr. Jan. 1, 1910, \$8500; Oct. 1, \$2000 and Dr. July 1, \$4300. B, Cr. Jan. 1, 1910, \$5250; May 1, \$3000; Nov. 1, \$1000 and Dr. Sept. 1, \$500. C, Cr. July 1, 1910, \$5000; Oct. 1, \$1000. What is each man's present worth at the end of the year, their net gain being \$4,242.90?

11. I wish to secure a yearly income of \$2000 by an investment in stock. What will be my total investment if I buy a stock listed at 98¾ and the company declares a quarterly dividend of 2¼% paying usual brokerage at ¼%?

12. I wish to borrow \$3500 on my 90-day note with interest at 6%. For what amount must I draw the note that when discounted at 6% it will equal the amount I am to borrow?

Answers to the above will appear in the March issue.

INVITATIONS RECEIVED.

The Graduating Class of the Arkansas City Business College invites you to attend its Commencement Exercises, Thursday evening, December 22, 1910, at half-past eight o'clock at the High School Auditorium, Arkansas City, Kans.

The voice of experience is the voice of wisdom! Educate for business and soon the practical world will appreciate your worth! Take opportunities as they come.

Product Work by F. B. Courtney.

NEWS OF THE PROFESSION.

We wish we could write as remarkable an autograph as does E. M. Huntsinger, of the Huntsinger School, Hartford, Conn. To see it is never to forget it. And to see it attached as President of the Eastern Commercial Teachers' Association stirs our blood also. We hope the Spring "MEET" will delight his earnest soul.

J. Kugler, Jr., Principal of the Newark, (N. J.,) Business College, writes of his "so busy" times, but does not fail to send us a large club for THE JOURNAL, with assurances of "more to follow."

W. R. Hill, of the Bliss Business College, North Adams, Mass., declares that his "School is filled to overflowing in the day, and the evening class quite large also." That statement warms our heart, old as it is, for the young men and women are coming our way rapidly.

A Typewriter Advertisement has a Thrilling Trip in a Passenger Balloon.—H. J. Champion of 10 S. Congress Ave., Atlantic City, had been in the habit of visiting the balloon house of Walter Wellman during the construction of "America." One day Jack Irwin, wireless operator, borrowed from him a pencil and forgot to return it. Later Champion received a letter from Irwin containing the pencil and this note:

"I forgot to return your pencil but I was afterwards glad that I did forget, for it was the only one I had to write messages with on the trip."

Champion wouldn't sell the pencil for fifty times its value and The SMITH PREMIER TYPEWRITER CO., is particularly interested in this one inasmuch as it was one of the souvenir pencils advertising the Company's Model 10 machine and was given to Mr. Champion's son at the recent Car Builders' Convention in Atlantic City.

A. C. Sloan, Davis Business College, Toledo, cheers us with such words as these: "We are having the best year we have ever had; our attendance shows an increase of over 50% more than any previous year, and our students are doing excellent work. From our point of view, the future for good business schools has never been brighter."

From Bowling Green, Ky., through W. C. Brownfield comes this: "Prospects are good for heavy January enrollment." "Mills is certainly turning out the best lessons in business writing that have ever come from the hand of any man. So far as I can tell, this is the best he has ever done, combining as it does such great accuracy and his usual freedom of movement."

The staff of the Garbutt Business College, Calgary, Alberta, has lately been increased by the addition of Miss Edith Johnston and Miss Isabelle Woodley.

Principal J. A. Dacus, of the Texas Christian University, Fort Worth, Texas, writes most cheerily, saying, "Have been out of the work for several years, but naturally enough we all drift back." Welcome, old friend!

S. C. Bedinger, of the Oklahoma Agricultural and Mechanical College, writes us that he is "at the present time handling about two hundred Business and Sub-Freshmen students, besides teaching shorthand and book-keeping to quite a number of the business students." He does affirm with much positiveness, "You are giving us a great paper, and I hope the good work will continue."

D. A. Casey, of the Capital Commercial School, Albany, N. Y., has no occasion to be disgruntled, for he writes us, saying: "We continue to gain here, as evidenced by the fact that our registration already exceeds last year's total."

C. W. Jones, of Brockton, Mass., writes us that Miss Annie M. Bemis, of that flourishing city, and one of his pupils, has become the Supervisor of Penmanship in Brockton. Hail to the honors of teacher and taught!!

C. E. Chamberlin, of Iowa Falls, Iowa, declares as if he meant it that "THE JOURNAL is a great paper, and should have the support of all of our students." We positively declare that he's right.

Victor Lee Dodson, Principal of the Wilkes-Barre Business College, Wilkes-Barre, Pa., is just one year old as a school proprietor of this fine commercial school. In new premises, with a faculty of five efficient helpers, and all necessary equipment, he is having success in teaching 105 day students and 76 night students. The Wilkes-Barre Board of Trade Journal gives Mr. Dodson and his school well-merited praise.

Two statements startle us as we look at the letter-head of the Burdett College, Boston, Mass., the latter of which we have never seen put thus plainly elsewhere. 1. "Larger than all other Commercial Schools and Shorthand Schools in Boston combined." 2. "Situations supplied free for Burdett graduates during life."

A. D. Wilt, President of the Miami Commercial College, Dayton, O., encloses his check to us for THE JOURNAL, and expresses his pleasure at our "showing such encouraging signs of vigorous life."

H. W. English, formerly of Pittsburg, Pa., has removed to Pottstown, Pa., and submits to our inspection several most worthy specimens of penmanship, of which as we may honestly say, "If all Americans wrote as neatly, plainly, beautifully, we would be examples for the world."

In Browne's Brooklyn Business College, April 22, 1911, at o'clock, p. m., a school champion typewriting contest will be held, under the charge of J. N. Kimball. Full information furnished by David H. O'Keefe, 179 Marcy Ave., Brooklyn. Prizes will be given. The Contest is under the auspices of the National Association of Isaac Pitman Shorthand Teachers and Writers.

Spokane "goes wild" over the prospect of having the next Federation meeting of commercial proprietors and teachers in 1912. R. J. Maclean, Secretary of the Spokane Chamber of Commerce, estimates that there will be 1,500 members of the Federation present and an equal number of visitors.

The Chamber of Commerce sent the following telegram to Enos Spencer, president of the federation, in Chicago:

"In behalf of the governors of the Pacific northwest states, the mayors of the cities of these states, and of the chambers of commerce and commercial schools of Washington, Oregon, Idaho, Montana, Alberta and British Columbia, from whom you received cordial invitations to come to the Pacific northwest and meet in annual convention in Spokane, we thank you and through you every member of the National Commercial Teachers' Federation for your consideration and acceptance of these invitations, and again assure you that a real western welcome awaits you in Spokane, and in all the other cities of the entire Pacific northwest. The vast agricultural, horticultural, mining and lumber resources, the superior climate and the magnificent scenery will be a revelation to you and you will enjoy every minute of your visit in this great growing country. We wish you and each of your members a very happy and prosperous new year."

Department of Ornamental Writing

Plates by F. W. TAMBLYN



RECENT JOURNAL VISITORS.

H. B. Slater, Newtown, N. Y., High School.
 W. D. Sears, Drake College, Jersey City, N. J.
 J. C. Barber, B. & S. Business College, Providence, R. I.
 N. A. Fulton, High School, Derby, Conn.
 F. P. Baltz, Eastern District High School, Brooklyn, N. Y.
 Miss Mabel E. Rice, Eagan School, Union Hill, N. J.
 Philetta M. Radcliffe, Woodbury Business College, Los Angeles, Calif.
 Clyde L. Newell, Wood's School, Brooklyn, N. Y.
 B. F. Wilson, St. Cloud, Fla.
 A. B. Wraught, Pittsfield, Mass.
 M. M. Van Ness, High School, Hoboken, N. J.
 F. B. Hess, Hefley School, Brooklyn, N. Y.
 D. H. O'Keefe, Brooklyn, N. Y.

The Missouri Valley Commercial Teachers' Association paid the educational journals a very nice compliment by giving them free some advertising space in their program with the following statement: "Professional Journals: These journals have been loyal supporters of our Association, and deserve the patronage of every member. Every wide-awake teacher should subscribe for one or more of them, for they are the best in the world."

It is not for the professional journals themselves to speak of the work they are doing for business education, but the fact remains, nevertheless, that there are those who little think of the time, money and thought devoted to professional interests that is given by these magazines. An expression of appreciation such as this appeals very strongly to the publishers.

DEPARTMENT OF ADVANCED BOOKKEEPING.

Problems and Solutions by F. P. Baltz, B. C. S.

JOURNAL ENTRIES TO CLOSE THE LEDGER OF A. & B.

Dec. 31, 1909—(Journal page 4).

L.F.			
10	Goods Returned to Creditor.....	2100.	
10	" To Purchases		2100.
10	Sales	1200.	
10	" To Goods Returned by Customers.....		1200.
10	Trading Account	102000.	
10	" To Mdse. Inventory.....		11000.
10	" " Purchases		82900.
10	" " Salaries and Wages		5000.
10	" " Rent		3300.
10	" " Insurance		400.
10	Insurance (new acct.).....	200.	
10	" To Insurance (old acct.).....		200.
10	Trading Account	550.	
10	" To Salaries and Wages (new acct.)..		250.
10	" " Rent (new acct.).....		300.
10	Sales	96800.	
10	Mdse. Inventory (new acct.).....	22600.	
10	" To Trading Account.....		119400.
10	Trading Account	16250.	
10	" To Profit and Loss Account.....		16250.
10	Interest	200.	
10	" To Interest Rec Accrued (old acct)		200.
10	Interest Pay Accrued (old acct.).....	150.	
10	" To Interest		150.
10	Profit and Loss Account.....	22653.	
10	" To General Expense		3000.
10	" " Interest		470.
10	" " Interest Pay Accrued (new acct)		160.
10	" " Disc't on Sales.....		3000.
10	" " Coll. and Exch.		250.
10	" " Reserve for Bad Debts.....		1900.
10	" " Furniture and Fixtures.....		80.
10	" " Surplus		1000.
10	" " A Private Acct.		4244.33
10	" " " B		8488.67
10	Interest Receivable Accrued (new acct.).....	203.	
10	Income on Purchases.....	5000.	
10	Do not on Investments.....	1200.	
10	" To Profit and Loss.....		6403.
10	Furniture and Fixture (new acct.).....	720.	
10	" To Furniture and Fixtures (old acct.)		720.
10	Reserve for Bad Debts (old acct.).....	2360.	
10	" To Reserve for Bad Debts (new acct.)		2360.
10	Surplus (old acct.).....	4300	
10	" To Surplus (new acct.).....		4300.
10	A Private Acct. (old acct.).....	2144.33	
10	" To A Private Acct. (new acct.).....		2144.33
10	B Private Acct. (old acct.).....	5138.67	
10	" To B Private Acct. (new acct.)....		5138.67

Questions.—Close A & B's ledger and prepare a balance sheet Dec. 31, 1909. See December JOURNAL for facts and January JOURNAL for trading and profit and loss statement. The Ledger will appear in the March issue and the Balance Sheet in the April issue.

No entries are given for the remaining accounts as the procedure is very simple in each case. A's and B's capital accounts remain as in the trial balance, the net gain having been carried to their private accounts. It is assumed that it is the intention of the partners to preserve the capital investments at \$10,000 and \$20,000 and withdraw net profits soon after the books are closed; that any net losses are to be charged against surplus; that the partners are not to overdraw their private account balances to any great extent.

In the Trading and Profit and Loss Statement, which was published in the January JOURNAL, the word "Unexpired" should have appeared under the title of "Insurance" instead of the word "Unpaid."

THE SPECIAL COLUMN JOURNAL.

By Clyde L. Newell.

Solution of the exercise appearing in the January Journal.

AUGUST 1, 1910.				
Bills Rec.	Accts. Pay.	Sundry L.F	Sundry	Accts. Bills Rec. Pay.
		F. B. Conner and Chas. Enderton have this day formed a co-partnership in the Furniture business at 303 Main St. under the firm name of Conner & Enderton Furniture Co., investing their assets and liabilities as shown in the following entries:		
	2378.82	Cash ck., bank & safe.		
	6485.10	Mdse. per invnt.		
	469.30	Accts. Rec. per schedule A.		
376.80		B. Rec. 4 mo. note with int. 6%		
	2.39	Int. 54ds. on above.		
	240.	Fur. & Fixt. per invnt.		
	125.	Insurance unexpired prem.		
	825.	Horse & wagon per invnt.		
		Accts. pay. per schedule B.	896.48	
		B. pay. 90 da. note with int. 6%		157.80
		Int. 26 da. on above	.68	
		F. B. Conner net investment	9848.95	
		1		
	2466.27	Cash certified check.		
	4245.39	Mdse. per invnt.		
	354.50	Fur. & Fixt. per invnt.		
	3400.	Real Estate 303 Main St.		
	350.	Andrew Carner Accts. Rec.		
500.		B. Rec. acceptance.		
	23.63	Expense 3 1/2 t. coal @ \$.75		
		Freight unpaid bill A. Miller Accts pay	43.08	
		Dean Fur. Co. Accts. pay	465.	
		B. Pay. 60 da. note int. 6%	1020.75	
		Int. 44 ds. on above	2.02	275.
		Chas. Enderton net investment	9533.94	
		9		
241.94		Thos. Matthews accepted 30 da. dft.		
		B. Pay. in full inv. due to-day		241.94
		12		
380.69		Dean Fur. Co. gave note on acct.		
	3.65	Dis. 67 ds.		
		B. Rec. 4 mo. note	376.80	
		Int. 4 mo. on above	7.54	
		17		
	275.	B. Pay. drew on acct.		
	2.75	Int. 60 ds. on note due Andrew Carner to-day		
			277.75	
876.80	622.63	21647.80	For'd	22195.24 277.75 674.24

AUGUST 24, 1910.						
Bills. Rec.	Accts. Pay.	Sundry L F		Sundry	Accts. Rec.	Bills. Pay.
876.80	622.68	21647.80		Ford.	22195.24	277.75 674.24
121.36			B. Rec. 30 da. note			
			C. A. Mason in full			
			act.		121.36	
	206.18		25			
			Wm. Kenney Remtd			
			on acct.			
			B. Bixler N. Y. dft.			
			less		200.	
			Mdse. Dis. 3% on			
			amt. pd.	6.18		
			28			
	65.		Mdse. Rtd to us an			
			Andrew Carmer oak			
			table		65.	
			31			
908.16		908.16	B. Rec. Dr.			
	828.81	828.81	Accts. Pay. Dr.	664.11	664.11	
			Accts. Cr.	674.24		674.24
			B. Pay. Cr.			
		25359.77		22539.77		

LEST YOU FORGET

that "Now is the appointed time," and that "Time is money," we wish to impress upon you the importance of selecting the best text-books.


Is your school prosperous? Are you meeting the demand of business men for young men and young women who are capable of filling responsible positions in the commercial world? If not, search for the fault and correct it. Resolve to make your school a modern school; a school that produces satisfactory results.

Is your commercial department equipped with the best text-books? Have you discarded those which are out of date? If not, how can you expect your school to be classed with the leading commercial schools? The duty you owe your students is one to be considered with much seriousness.

We publish just the books you need. We have devoted our time and best efforts to the work; and we are confident that a trial will convince you of the superior merits of our text-books on the subjects of spelling, letter writing, English, shorthand, typewriting, commercial law, arithmetic, bookkeeping, and The Twentieth Century Business Practice. Our latest publication, Arithmetic Aids, would surely interest you. A great many principals of prominent schools include a copy of Everybody's Dictionary (pocket size) in each student's outfit. Your time in examining any of our publications would be well spent.

Write for a free illustrated catalogue.


PRACTICAL TEXT BOOK COMPANY
CLEVELAND OHIO



I TEACH

Penmanship

BY MAIL



IT IS MY BUSINESS TO MAKE FINISHED PENMEN

I have drawn upon my 20 years of successful experience as a teacher of Penmanship and have a correspondence course of instruction that is bringing splendid results to those who enroll as my pupils. Many graduates of my school are filling high positions in America's best commercial schools and in banking and mercantile houses. My course of lessons won the first prize in a competition open to the world and they are better now than they were then, too. Write to-day for particulars; become a Ransomerian student without delay. Answer this ad. and receive by mail a sample of my favorite pen and copy of the Ransomerian Journal.

C. W. RANSOM,
PRES. RANSOMERIAN SCHOOL OF PENMANSHIP
Kansas City, Mo.

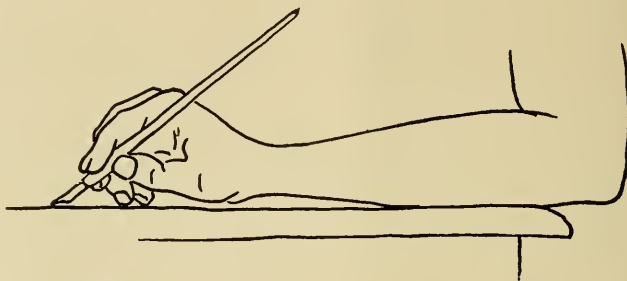
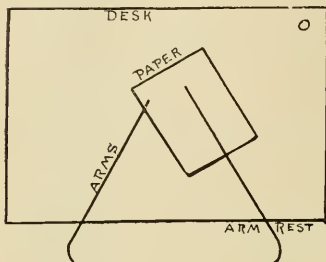


PUBLIC SCHOOL DEPARTMENT

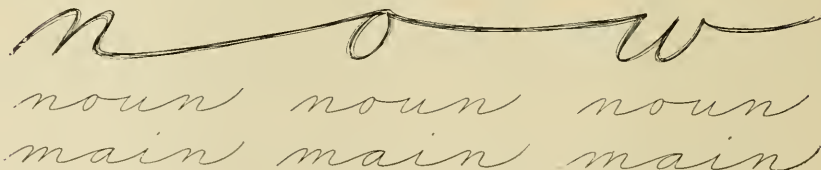
Conducted by Harry Houston
Supervisor of Penmanship, New Haven, Conn.



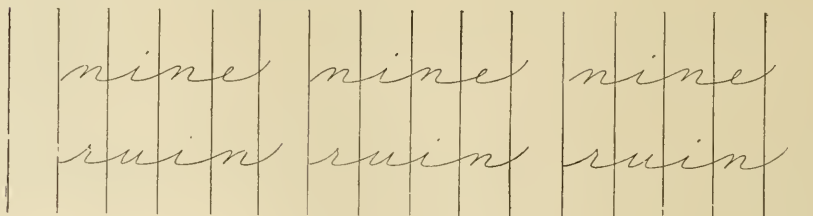
ARM MOVEMENT WRITING IN THE GRADES.



The fore-arm and the sides of the paper should be parallel.



Do not disconnect the letters.



Make at the rate of about three words in ten seconds.

Don't you, brother teachers, wish you could properly sign your name "J. M. Latham, Supt.", as does this superintendent of the Port Arthur, Tex., Business College, who just taunts us little fellows in this style: "The Business College was founded by J. W. Gates, of New York City, and is endowed by him. He has built fine college and dormitory buildings, and equipped them in elegant style. The whole plant, not including the grounds, has cost, up to date, \$100,000. I am getting a salary that is probably not exceeded by many business college teachers in the United States, which, of course, you will be glad to know."

H. E. Wellbourne, of the West Allis, Wis., Public Schools, is much pleased with the Public School Department of THE BUSINESS JOURNAL, and sends us splendid specimens of the work done by his pupils in Penmanship.

The National Typewriter Company, Ltd., Representatives of The Smith Premier Typewriter Co., in Toronto, advise that two individual sales of Smith Premier machines were made in one day to ministers for their private use, one being to Dr. T. B. McDonald and the other to the Rev. Griffith Thomas, a former Professor of Oxford University who has recently moved to Toronto.

W. S. S. Form
P. B. R. Rummage
Anna P. Indianapolis

ENGRAVERS' SCRIPT.

By C. E. Sorber.

This plate shows the capital letters, and you will have a chance to try your skill in making them. Measure off the spacing with a pair of dividers or compass, and rule with a T square. Use a medium hard pencil, rule lightly, so the lines can be easily erased. I usually allow at least an inch and a half margin on the paper, thus greatly improving the looks of the work.

It is better to excel in the execution of the small letters than the capitals. The capital stem is the founda-

tion for nearly one-half of the capital letters. I make it three spaces high. Exercise No. 1 illustrates the stem. Exercise No. 2 shows how I make the top of the stem. The curves at the bottom of the stem are round and full. They should not be made too flat. The first part of A is made the same as the stem of P, only it should not be shaded. The last part begins light at the top, and grows wider as it nears the base line. The stem of the I should be made with more of a curve than the P and B. I make the second shaded stroke as heavy as the stem. Cross the stem a space and a fifth above the base line.

ENGROSSING.

This is a superb new volume of large pages (9 x 12) and cover, embodying masterpieces of the world's most famous engrossers. Magnificent specimens by Ames & Rollinson staff, Dennis, Holt, Geyer, Flickinger, Costello, Kinsley Studio, etc. More examples of modern high grade engrossing than in all other books combined. Regular price \$1.00. Book now selling for 50 cents. Stamps taken.

THE BUSINESS JOURNAL.
 229 Broadway, New York.



THE ENGLISH PENMAN

Will write your name on a doz cards for 20 cts, American stamps or currency accepted. The finest penman on British soil, and few better on American.--

F. W. TAMBLYN, Address Princess St. Colne, Lancashire, England

A CHANGE IN THE PLACE OF MEETING OF THE E. C. T. A.

Every Business School Proprietor, Principal or Teacher should take note of the change of the location of the Eastern Commercial Teachers' Association Convention from New Haven to Bridgeport, Conn. The Executive Committee, after a thorough investigation of the conditions at New Haven, has by unanimous vote made the change. The best hotel in New Haven having been torn down since the invitation to come to New Haven was accepted, and the lack of hotel accommodations being now known, the Committee decided to hold the meeting at Hotel Stratfield, Bridgeport, which is a very large, entirely new and every way acceptable place for the Convention. The time is not changed, but is April 13, 14 and 15.



Can Make You
A Good Penman
at Your Home
During Spare Time

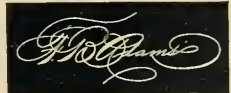
Why go away to school to master penmanship when by the **Tamblin System** it can be done as quickly at home with less than one-tenth the cost and without giving up present occupation? My book, **'How to Become a Good Penman'** contains copies and specimens and tells how others mastered it. Free. If you enclose stamp your name will be written on a card the finest you ever saw it.

F. W. TAMBLIN

404 Myer Bldg., 1116 Grand Ave., Kansas City, Mo.

AGENTS WANTED—Satisfaction guaranteed. I will write your name on one dozen white, colored, emblem, design or comic cards for 15 cents.

Set of Business Capitals, 10c.
 Set of Ornamental Capitals, 15c.



Arkansas City, Kan.

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A limited number of students will be given the opportunity to receive instruction by correspondence in the art of LETTERING, LAYING OUT OF WORK, ILLUMINATION, ETC.

All lessons will be fresh from the pen and brush of

E. E. MARLATT

of the Journal Staff. Write for full particulars to Art Department, Business Journal.

LEARN TO CARVE

Roses, Flowers, Birds, Ships, etc., on calling cards by mail. It is a fascinating, money-making, home employment here is your opportunity to coin money.

A. W. DAKIN, Knife Artist, Syracuse, N. Y.

ESTERBROOK

STEEL PENS

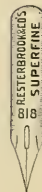
A STYLE FOR EVERY WRITER

Fine Points,
 A1, 128, 333, 818

At all Stationers.

Esterbrook Steel Pen Mfg. Co.,

Works: Camden, N. J. 95 John St., N. Y.



HOLIDAY GREETINGS RECEIVED.

The Journal office was well remembered with Christmas and New Year Greetings, too numerous to indicate individually. Very beautiful ones were received from the following: Smith Premier Typewriter Co., Syracuse, N. Y.; T. J. Risinger, Utica, N. Y.; Underwood Typewriter Co., New York; W. A. Hendrix, Ocala, Fla.; Pedro Escalon, Santa Ana, Central America; A. J. Willard, Gratz, Pa.; J. E. Soule, Philadelphia, Pa.; Chas. Palmer, Wilmington, Del.; E. H. McGhee, Trenton, N. J.; W. P. Steinhäuser, Asbury Park, N. J.; H. P. Behrensmeyer, Quincy, Ill.; Waterloo Business College Faculty, Waterloo, Ia.; W. C. Brownfield, Bowling Green, Ky.; Bobbs-Merrill Co., Indianapolis, Ind.; Mr. and Mrs. W. A. Hoffman, Valparaiso, Ind.; R. S. Collins, Philadelphia, Pa.; H. W. Flickinger, Philadelphia, Pa.; D. A. Casey, Albany, N. Y.; Duff's College, Pittsburg, Pa.; S. E. Leslie, Poughkeepsie, N. Y.; F. S. Field, Flushing, N. Y.; Mr. and Mrs. E. M. Coulter, Roanoke, Va.; G. W. Harman, Brooklyn, N. Y.; S. D. Holt, Philadelphia, Pa.; Edward C. Mills, Rochester, N. Y.; E. M. Huntsinger, Hartford, Conn.; G. T. Wiswell, Philadelphia, Pa.; D. Beauchamp, Montreal, Can.; Leigh Toland, La Crosse, Wis.

TRANSCRIPT OF SHORTHAND NOTES IN THE JANUARY JOURNAL.

What can you do? That is the question which settles the business for you. Give yourself a thorough preparation for the work you have chosen as a life-employment. It does not matter so much what you learn as how you learn; the great point for business life is to induce proper mental and bodily habits, so as to make both capable of bearing the wear and tear they will be subjected to; to develop in them the power of grasping facts easily and completely, in a methodical manner. The man who would advance in this world must not trust to others. Do not delude yourself with the idea that in case of need your friends will help you; *rely on yourself*, know your own strength and resources, be above wanting help, and you will find, as with success, so with favors and help, when men think you above wanting assistance, and the world sees all others helping you, they do the same. Men will push you along if you seem to be going along, but if you falter on the road, they either hesitate or help to push you down; so never ask for help until every possible or impossible chance has been tried and considered. If you are poor, keep the knowledge to yourself, but never flinch or quail before your liabilities. Know your position, and face it in a manly way, always being apprehensive of danger, yet resolved to conquer it.

CAN YOU SPELL 41 WORDS?

By H. W. ENGLISH, Shamokin, Pa.

emanate	paregoric	Mahanoy
Canaan	abhorrence	Vincennes
proceed	abattoir	Tallahassee
occurrence	connoisseur	Coeur d'Alene
precede	villain	Fond du Lac
procedure	Cincinnati	Wilkesbarre
pavilion	Pharaoh	Schuylkill
separate	weird	committee
syzygy	judgment	bouquet
siege	caoutchouc	myth
seize	envelope	ecstasy
receive	proficient	ensconced
zephyr	hymeneal	bivouac
phthisis	Phoenix	



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is written by Clyde H. Marshall, world's champion shorthand writer, and is taught in good schools everywhere. Learn Success Shorthand at your nearest school or by mail from us. For beginners and stenographers.

Catalogue free.

SUCCESS SHORTHAND SCHOOL
Suite 2412, 79 Clark St., Chicago

To Teachers!



Free Trial

As a business man, I appeal to you not to purchase any typewriter, at any price, nor from anyone, no matter how flattering the proposition may seem to you, until you have given me an opportunity to send you for inspection and trial a new **Fox Visible Typewriter**. I will do this at my own expense — **will not even ask you to pay express charges**. This will give you an opportunity to call in any other typewriter you may have in mind and compare them side by side and point for point, with mine — and if the new Fox Visible Typewriter is not a **better typewriter** than the best of the others — **not merely "just as good"** — I certainly do not want you to keep it.

For 20c a Day

THE FOX — "THE ONE PERFECT VISIBLE TYPEWRITER" — FOR 20 CENTS A DAY! Sent on free trial to anyone — anywhere — at my expense — to be returned if not better than the best of other makes. If purchased you can pay me a little down, after trial, and the balance at the rate of 20 cents a day — no payments on Sundays and holidays.

The Fox is visible — **you do not have to look beneath a lot of moving typebars to see what is written!** It has a Back Space Key, Tabulator, Two-color Ribbon with Automatic Movement and Removable Spools, Interchangeable Carriages and Platens, Card Holder, Stencil Cutting Device and Variable Line Spacer with Line Lock and Key Release. Its Speed is fast enough for the speediest operator, slow enough for the beginner — **It is extremely Durable and almost Noiseless.**

Let Me Help

Will you let me help you to come to such a wise decision that there will be no after regret — no financial loss — on your part? If so fill out the following coupon and mail it today — **do it now before you forget it.**



Send for Catalog and Other Advertising

Date _____ 19____

W. R. FOX, Pres., Fox Typewriter Co., 811-1111 Front St., Grand Rapids, Mich.
Dear Sir: — Please send catalog and arrange for the free trial of a Fox Visible Typewriter at your expense — not mine — without any obligation on my part. I will return the typewriter to you within ten days, if I decide not to purchase it.

Name _____

Address _____

Business _____

H12

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ARE YOU A TEACHER?

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If not, we believe we can help you to gain these *supreme* qualities—qualities that make teaching inspiring and delightful to both instructor and pupils.

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If you are interested, write us and get full information about our Summer School for Commercial Teachers.

ROCHESTER BUSINESS INSTITUTE, ROCHESTER, N. Y.

News of the Profession.

Buena Vista College, of Storm Lake, Iowa, is a school of very high grade, with fourteen teachers, and has recently incorporated with itself the Estherville Business College equipment, good will and students, and E. E. Strawn becomes the popular and energetic head of the Business department. Iowa is famous for its colleges, and Storm Lake holds a high position among them.

Ferris Institute, Big Rapids, Mich., under the personal direction of W. N. Ferris, holds a leading position in Michigan school work. Ferris Institute is in closest touch with every college in the State, including the University of Michigan. In the Fall term of 1910 690 students were enrolled, and for the mid-winter term 1200 are assured. A specialty of Ferris Institute is the preparation of competent teachers for commercial and shorthand schools. Looking at the faculty of twenty-six we are compelled to say, "If brains, energy and success are mirrored in the human countenance, these men and women have these in abundance."

The Gregg School, Chicago, Illinois. In the catalogue we see Brother Gregg looking as happy as if he owned the world; and he knows he does in a large measure. Forty pages of an elegantly printed booklet tell us of the "beginnings" of the Gregg School in 1896, in one room, with one teacher and one pupil, and its development until it holds its prominent position in the Thomas Church Building on Wabash Avenue.

The Alberta Business College Calendar is before us, bearing the Motto, "What We Have Done for Others, We Can Do For You." Alberta College, in Edmonton, one of the most thriving cities of the Dominion, has a fine equipment and staff of experienced instructors. Its courses are of the best, and Messrs. E. Scott Eaton, R. J. McGregor, Herbert Lawrence and David Elston, the accomplished secretary and penman, make a team which is rarely equaled. On one page of this calendar we find the picture of a portion of the thirty-five students who have received certificates of THE BUSINESS JOURNAL during 1909-10, in the center of the group being their leader, Mr. Elston.

"Modern Business" is a stunner. It is published by the Merchants & Bankers' Association, A. J. Harding, President, Newark, N. J. H. J. Stevens is Vice Principal. It is with cheerful pride that Mr. Harding declares in the preface of his magazine, "I am the man behind the Merchants' and Bankers' School; it is my life work. My time, my experience, my personality, my whole make-up is here for the benefit of the students and our patrons. My school is not lacking in one point." The illustrations are apparently the chief feature of this magazine, to tell the whole story; yet a little booklet of 14 pages neatly prepared and printed presents the courses and the tuition rates in succinct form.

A Successful Accountant

Mr. Charles L. Hall of Boston is now making Several Thousand Dollars a year as *Public Accountant and Auditor*, as a result of having taken the Bennett Accountancy Course. His return is over 1000% per annum on the cost of the course. Mr. Hall's address will be given on request to any person desiring his opinion of the course.

Correspondence instruction conducted by the author of the course. Satisfaction guaranteed. Successful students in all parts of the country. Send for catalog.

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Contains twenty-one chapters. Sixty-eight pages in shorthand embracing principles of good phrasing, conflicting words, familiar phrases, arbitrary signs, and other subjects of vital interest.

Contains advanced lessons in speed and accuracy; conflicting words; principles of good phrasing; arbitrary signs; arrangement of notes; court stenographer's duties; judge's charge; editing; sermon reporting; grand jury reporting; daily copy cases; dictating to the talking machine; and many other subjects of interest to both scholar and teacher.

Price \$2.00 by mail, postage prepaid. Special prices to teachers for examination copy and in quantities. Send for sample pages. Mention the BUSINESS JOURNAL in answering this advertisement.

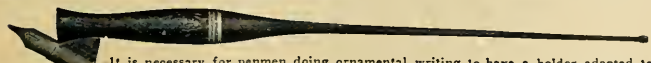
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The finishing end is the important one in any business transaction and we are giving the best years of our lives to better the finishing end of the school business. Our catalogue contains many new ideas that are practical and it is yours for the asking.

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It is necessary for penmen doing ornamental writing to have a holder adapted to that special purpose. The above holder is hand-made and adjusted, made of selected rosewood or ebony, and cannot be made by an automatic lathe. LOOK FOR THE BRAND. If your dealer cannot supply you, send to the designer and manufacturer:

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WANT ADS.

Classified Advertisements will be run under the above head for 5c. a word, payable in advance. Where the advertiser uses a nom de plume answers will be promptly forwarded.

FOR SALE—A finely equipped business school, having a commodious building of its own, with quiet, well lighted and steam heated study and class rooms. Located in one of the North Middle States. A model school with a first-class reputation. No outstanding tuition. Nearest competitor is 35 miles. Poor health reason for selling. A decided bargain for a good man. Address, D. C., care of the BUSINESS JOURNAL.

IF you desire an AI Penman, Designer and Engrosser as well as a Normal trained teacher of Bookkeeping, etc., with a good personality, address Opportunity for Big School, c/o Business Journal.

FOR SALE—Business College in Middle West. Grand opportunity for man with money to buy quick. Address "281," c/o Business Journal.

MID-CONTINENT
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SEPTEMBER POSITIONS

are being listed with us daily. If you are not satisfied with your present position, or if the chances for advancement are not good, get in line for something better at once. We have helped many others to better positions and know that we will not disappoint you.

Southwest Branch, Bertlesville, Okla.
C. D. Foster, Mgr.

C. F. Nesse, of Heald's Business College, Chico, California, declares with emphasis, "The Journal is all right. I am glad you started a Public School Department. A good feature. I shall try to get the Public School teachers to join."

The tastefulness with which the program of the National Commercial Teachers' Federation, Chicago, Ill., has been prepared and printed demands at least a brief notice. The first page has, as its chief feature, the colored representation of the badge to be worn by the members of the Federation, and the last page gives the delegates an idea of the hostility to which they go on arrival; the inner pages give in outline the subjects to be discussed in the subsidiary meetings of the Federation.

The Ohio University Bulletin, Souvenir Edition for the Ohio University Summer School of 1910, is one of the most striking volumes of 178 pages to which our attention has ever been called. We have taken the pains to count the most interesting and illustrative photographs, cuts and diagrams in volume, and they amount to more than 250. Seven hundred and seventy-six students were in the Summer Schools, with a faculty of 48 members. This sumptuous volume is a most expensive and valuable presentation of one of Ohio's great Universities, of which there are several, and will be assuredly prized by every alumnus and alumna of the Ohio University.

NOTICE

Kellogg's Teachers' Agency, 31 Union Square, New York, established 21 years, has more calls for commercial teachers in eastern high schools than the Agency can supply. All round teachers, fine writers needed, not shorthand only. No charge for registration. Competent teachers easily placed by this agency. Circulars free and application form. Write to-day.



San Francisco takes two of our men at \$1800

San Francisco Business College took our man for the head of their Gregg Shorthand Department at \$1800. Healds Business College started the New Year with our candidate at the head of their Business Practice Department at a salary of \$1800.

If you want a better position before September, or for next year write us now. We get results. Let us assist you.

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MORE THAN FIFTY REQUESTS

For commercial teachers last season, for which we had no candidates available. Filled some excellent positions, but need more men! Calls from high schools, colleges and business colleges. Write to-day.

CENTRAL TEACHERS' AGENCY, COLUMBUS, OHIO.

You Never Can Tell

when some school will want a teacher of your qualifications. The only safe thing to do is to register with us and be ready. Don't think that because it is late in the season there is no business. There are calls every week in the year for teachers in some branch.

UNION TEACHERS' BUREAU, 229 Broadway, New York.

WINTER WORK

This is written "the morning after"—Christmas; just a few minutes before our manager starts for the Chicago convention. The editor says he must have copy by January 1, and so we must be brief. Among December calls, three came from the Pacific Coast and one from the Middle West, for principals, at from \$1500 up. Every sign points to a large volume of business for this Agency in 1911. We want to help you, whether teacher or principal. Our acquaintance, our experience, our carefully organized office machinery are all at your service. We wish you a prosperous 1911.

THE NATIONAL COMMERCIAL TEACHERS' AGENCY

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NEWS OF THE PROFESSION.

C. L. Walters, of The Bedford Business University, Bedford, Indiana, reports the largest enrollment in five years' experience. He also reports that the interest in Penmanship in the County is so great that it makes large promise for his school in the future.

We have received the Program of the Graduating Exercises, on Friday, Dec. 16, of the Eastman-Gaines School of the City of New York. The Program is beautifully illustrated by the pictures of the building, owned by the School in which it is located, and claimed to be "the handsomest and best equipped building devoted to commercial work in the United States," by pictures of Clement Carrington Gaines, President, and Henry Venable Gaines, Principal, of the Institution. It also presents a list of the students of the year.

Spaulding Commercial College, Kansas City, Mo., under James F. Spaulding, A. M., sends forth an exceedingly attractive souvenir Program of its forty-fifth Anniversary, given under the auspices of the S. C. C. Literary Society. This program was almost exclusively musical, showing business and the arts going gracefully hand in hand. We congratulate Mr. Spaulding and his School on their great prosperity.

T. P. McMennan, Broad & Vine Streets, Philadelphia, with twenty years' experience as an examiner of questioned handwriting, was recently, as expert, called in a case where, by a clever interpolation, a document was made to take the form of a Will, involving many thousand dollars. It is possible this case may be written up for our columns.

Large enterprises should be largely advertised, and here comes a full page Ad. in a large-sized paper, "THE UNIVERSITY MISSOURIAN," Columbia, Mo. This is the announcement in captivating form of the Columbia Business College, and its unparalleled offer of a life-scholarship in either its commercial or shorthand departments, or the two combined, and signed by its President, C. E. Baldwin. Success to this caterer to young people.

The Vermont Business College, Burlington, Vt., does not "put its light under a bushel," but sends forth a large annual calendar, suitable for the walls of a business office or a library, to be examined every month of the year. A holiday sermon and a Greeting on another sheet accompany the calendar.

It is a wonder that the picture postal card has not been more largely used in the furtherance of Business Education. But here we have it. The Dakota Business College, Fargo, North Dakota, "The Great Business Training School of the North West," delights our eyes by two tastefully colored posters representing its large building with its new addition, and also the immense room devoted to the Department of Commerce and Banking. Such cards as these cannot fail to give a strong impression of the quality and enterprise of a great school.

ARISTOS

OR

JANES' SHADELESS SHORTHAND



Is the Best System of Shorthand for the Court, the Senate, the Office or the School. It is the equal of any as regards to speed, and superior to all as to legibility and simplicity.

The many schools that adopted it last season are unanimous in their praise and without an exception state that they graduated better writers in a shorter time, their Shorthand Departments were improved and attendance increased.

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Toby's Schools of Correspondence
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1 will write your name on one doz. CARDS for 15 cents.

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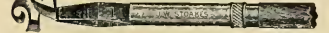
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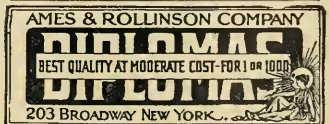
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A. S. Disbrow, Sec.-Treas.
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UTICA, N. Y.
T. J. Risinger, Principal and Proprietor.
W. S. Risinger, Secretary.

EASTMAN-GAINES SCHOOLS

For information address Marshall V. Gaines, Principal, 30 Washington St., Poughkeepsie, N. Y., or Henry V. Gaines, Principal, Lenox Ave. and 123d St., New York, N. Y.

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NEWS OF THE PROFESSION

R. J. Maclean, for some years the hustling superintendent of Goldey College, is now the "man at the front" in the various enterprises of the Spokane Chamber of Commerce, Spokane, Washington. Through his wideawakeness, Chamber of Commerce Luncheons are held every Tuesday at 12 o'clock. See what a practical bill of fare he presents in addition to the attractions for the physical man: Dec. 20, Industrial Day; Dec. 27, Insurance Day; Jan. 3, City Water Day; Jan. 10, Commercial Commissioners' Day; Jan. 17, Wholesalers' Day; Jan. 24, Real Estate Day; etc. He invites us to "drop in and talk it over." Alas, Alas, we have no flying machine or Pegasus. What shall we do?

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N. C. Brewster, the well-known penman of Wellshoro, Pa., has been called to pass through the waters of affliction, in the loss of his mother, Mrs. Clara A. Brewster, who died at her home in Waverly, N. Y., on Dec. 6, after a long illness, at the age of sixty-nine.

We have received No. 8, Vol. XII, of "PROGRESS," the monthly paper of the The Parsons Business College, Parsons, Kansas, edited by J. C. Olson, President. Very few commercial schools publish a magazine which can compare with this one of twelve pages and a cover. An attractive flashlight picture of the College Banquet, cuts of J. D. Carter, Principal of the Business Department, Miss Clara Sayre, Principal of the Short-hand Department, and of twenty or more students now in paying positions, with other illustrations, besides rich and entertaining reading matter, constitute the presentation of the Business School which will celebrate its Twentieth Anniversary on January 14, 1911.

The Catalogue of the Baker City Normal and Business College, Baker City, Oregon, has reached our desk. A. L. McCauley is the Principal. The curriculum and the claims and possibilities of the institution are well presented. There is a vast population in Baker and other counties, with five hundred mines, and the youth of these mining homes have a fine local school in which to study for the world's work.

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ANNOUNCEMENT!

October 1st we moved our entire plant from Knoxville, Tenn., to Cincinnati, Ohio. This move was made because the great demand for "20th Century Bookkeeping" supplies makes it necessary for us to be located where we can get the best shipping facilities.

If you are not familiar with our sets get acquainted with them. Address,

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attain the greatest proficiency
in speed and accuracy--in quan-
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MONARCH Light Touch.

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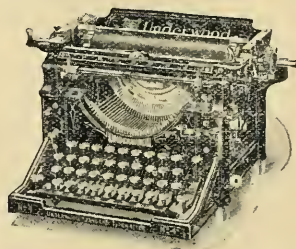
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