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FACILITY DRILL

Blog - 2019 - July

Special Outlines

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PDF Date: 26 July 2019

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Special Outlines

The baby's birth was on Monday and the old man's BURIAL took place on Friday.

Her birthday was last week and her birthplace was Newtown Hospital.

The lady's BURIAL took place in her family's local BURIAL-place.

He was a British citizen who behaved in a BRUTISH manner to his fellow travellers.

This person has CAUSED us much trouble and cost us thousands of pounds.

The protesters CAUSED some unrest, having been influenced by the political group.

The debtor has paid off the money and now works as a newspaper EDITOR.

I described the incident to the officer who then TRANSCRIBED it into his report.

My description of the event was included in the final TRANSCRIPTION.

My descriptions were accurate and he referred to them in his discourse.

They were endlessly talking about it and fussing NEEDLESSLY over the matter.

He tried EARNESTLY to correct the mistake but erroneously thought he had the answer.

I would further like to say that yesterday we walked FARTHER than before.

These have identical meanings: I walked the furthest and you ran the FARTHEST.

We are favoured to have Sir Isaac to speak on our FAVOURITE subject of shorthand.

His FORMER job was as a metal sheet former at the factory.

Her FORMER job was helping the FARMER bring in the sheep.

I was FORMERLY a receptionist but I have been formally advised of my promotion.

Tom is a hardy individual and he likes a HEARTY evening meal.

He laughed so HEARTILY over the joke that he could hardly stand up.

One GENTLEMAN bought a coat and then two more gentlemen came in for shoes.

We are greatly encouraged that the students are GRADUALLY improving their shorthand.

We expect HUMAN beings to behave in a humane and compassionate way.

There is a definite budget for the work but these plans are too vague and UNDEFINED.

Special Outlines

He was a noble person who did many important and NOTABLE works.

The wine was of poor quality and the water was not PURE enough to drink.

My PREDECESSORS in this trade were producers of high quality clothing.

He does not regard this as important and I think he will REGRET this later on.

This prominent landmark is a permanent reminder of the event.

Mr Black is a PRE-EMINENT scientist and a permanent member of staff.

Here are the routine reports which my staff have WRITTEN during the morning.

I will be WRITING to the manager and hope he will be righting all these wrongs.

Take care with your WRITING and remember to read everything you have WRITTEN.

The book was a collection of SACRED texts which had been kept secret.

The SACRED documents were kept in a temple consecrated by the priests.

As the waitress served dinner, a speeding car SWERVED past the customers.

Aunt Mary was my DEAREST friend and the truest and most honest person.

She says that this problem is unavoidable, but I do not think it is INEVITABLE that this will happen.

We saw the WOMAN go out of the shop and walk away with three other women.

The women were talking loudly but one particular WOMAN said nothing.

This girl is a horsewoman and the other two ladies are needlewomen.

She worked as a saleswoman and became good friends with the other saleswomen. (549 words)