

Handwritten shorthand symbols on a blue-lined background.

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Short Form Derivatives Part 1

ACCORDING to the manager, this must be done next week and I have accordingly made a note.

It is an ADVANTAGE to have these skills, as the advantaged always have more choices.

It is a DISADVANTAGE to be poor, and the disadvantaged generally have more difficulties in life.

I told the boys AND girls that I do not want to hear any ands or buts.

I BELIEVE that the college teachers are great believers in hard work and discipline.

My friend says he BELIEVES that those people regularly disbelieve their politicians.

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It is my BELIEF that this company suffers from serious unbelief in their staff.

Miss Smith has a BALANCED mind but Miss Jones tends to be unbalanced.

We wish to BUILD a house and are looking for a reliable builder.

I received a CALL yesterday but I did not know the caller's name.

I CALLED him by his correct name, but I miscalled his friend.

He is a cheery fellow and brings good CHEER wherever he goes.

=====

It was a COLD day in January, and the weather was about to get much colder.

Today is very COLD but this is not the coldest winter we have had recently.

They went TO and FROM the office all week and were tired of all the toing and froing.

The tennis player took on all comers which pleased those who came to watch.

Please COME into the office and meet some of our newcomers in the industry.

New people who COME to live in the village are called incomers.

=====

Short Form Derivatives Part 1

I tried to DELIVER the parcel but no-one answered the door, so it remained undelivered.

She would always DO the homework, so as not to undo what she had learned.

He is always DOING something unwise and I am sure it will be his undoing.

The next thing I have to DO is make a list of do's and don'ts for the students.

The DOCTOR thought that the latest health report had been illegally doctored.

Mrs Green is a DOCTOR who obtained her doctorate five years ago.

=====

Firstly I have to say that we must make efforts to be FIRST in the market.

The FIRST thing we require of job applicants is first-rate skills in accounting.

We GENERALLY find that the students generalise too much in their class discussions.

They wrote a lot of GENERALISATIONS, but they need to avoid generalising all the time.

He likes to GIVE presents to the children and is a regular giver to the family.

Some of his money is givable, but he cannot GIVE from his investments.

=====

They posted GUARDS outside the house and each guarded it for half a day.

Someone who is appointed to GUARD a child like a parent is called a guardian.

He works with his HANDS and is very handy with repairs around the house.

She took the letter in her HAND and handed it to the man.

They both work with their HANDS, but she is right-handed and he is left-handed.

To IMPROVE the soil in this garden, we think composted leaves are the best improver.

=====

This house is definitely improvable, if I can afford all the IMPROVEMENTS.

We bought an unimproved house and our priority was to IMPROVE the heating.

We made IMPROVEMENTS to the garden but the house remained unimproved.

LORD White became LORD of the manor, and lorded it over the tenants.

He may feel like LORD of all he surveys, but he will not be lording it over us.

LORD Green became the overlord of all the estate workers at that time. (595 words)

=====

Short Form Derivatives Part 2

The MEMBERS of the angling club had to dismember the huge fish.

The deer had been dismembered and eaten by the grizzly bear.

Those people OWE us a great deal but this person owes us nothing.

The man said I OWE him nothing and have never owed anything to him.

From the corner of my EYE I saw the thief eyeing the open window.

There was alarm in his eyes when his wife eyed all the expensive jewellery.

=====

The sixty storey skyscraper often awes visitors with its great size.

We were in AWE of the great man, in fact everyone was overawed.

They stood in AWE of the king, who was dressed in awesome gold robes.

IN his new book he described all the ins and outs of the building trade.

WHY don't you write an article about the whys and wherefores of these laws?

The village PEOPLE said that the islands were mostly peopled by other groups.

=====

The teacher was a very principled person and always kept to his PRINCIPLES.

The PRINCIPAL reason for his dismissal was his unprincipled behaviour.

We have written a very SHORT report, but we can make it shorter.

We only have a SHORT while to work on shortening our report.

A shorted wire is one overloaded with current, in other words a SHORT circuit.

I offered to SPEAK at the meeting, as their usual speaker was not available at that time.

=====

Get them to SPEAK to you and take down all the spoken words in shorthand.

They refused to SPEAK of the matter, as the person's behaviour was unspeakable.

She gave gifts to the poor, which bespeaks a very caring nature.

They have a SPECIAL filing system, as they specialise in three different trades.

I have a SPECIAL friend whose speciality is financial investments.

I made a SPECIAL effort to get to the restaurant whose specialty was cheeses.

=====

He has a strong SPIRIT and made a very spirited effort to get everything done.

I am SURE I heard them say that they can assure us of their future custom.

We are quite SURE he will soon be able to give a firm assurance of his support.

We think his SUREness is in doubt as he told them he is not SURE he can do it.

Please ensure you follow instructions and ask if you are unSURE of anything.

He often THINKS on complicated issues, in other words he is a deep thinker.

=====

This answer to the problem is THINKABLE but that other one is UNTHINKABLE.

They found that the UNTHINKABLE had actually happened and their grief was ineffable.

He walked TOWARD the group and made some very untoward remarks to them.

She works in the clothing TRADE and was a market trader for some years.

They would always tell the TRUTH, and said that there were two truths of greatest importance.

This employee is honest and truthful, and has never told an untruth.

=====

Short Form Derivatives Part 2

The TWO groups of tourists boarded the boat in two's and threes.

The TWO clubs felt it would be better to play the matches in twosomes.

She was VERY inexperienced and made the veriest mistakes on the first day.

Please rewrite the report with fewer WORDS, it is far too wordy.

He read the WORDS of the letter and said that it had been poorly worded.

The WORDING of this report is good but the letter could have been worded better.

=====

Sport is my favourite SUBJECT and I have often SUBJECTED myself to hours of training.

There are many laws to which we have been SUBJECT for a long time

There are many rules to which we have been subjected for a long time.

Mr Fred Large lives in a LARGE house in the city.

LORD Brown met Mr Lord, and asked to SPEAK to Mrs Speke.

Miss Emily Dearing is a very DEAR friend of mine.

=====

Mr Tom Howe wanted to know HOW to solve the problem.

Mr Edward Young said he would like to meet the YOUNG people.

Mr Short, Mr Gold and Mr Child use vocalised short forms.

Mrs Short has kindly written a SHORT report on the matter.

Mrs Gold decided to buy some GOLD coins from Mr Golding.

Miss Child, Mr Childers and Mr Rothschild spoke to the young CHILD. (713 words)

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