

**MCKEE
SHORTHAND
READER**

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McKee Shorthand Reader by L. I. McKee

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L. I. MCKEE

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READER**

McKEE

Shorthand. Reader

By

L. I. McKEE

Third Edition

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1905

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PREFACE.

This work is intended to be a connecting link between the New Standard Shorthand text-book and the beginning of actual work by the student, after having learned, thoroughly, all the principles of the system. It contains reading matter, correctly outlined, in carefully graded lessons, and closes with a manual of dictation exercises selected for the purpose of giving the student thorough practice in independent outlining.

The author has aimed to present matter that is practical, not only in its adaptation to the student's advancement, but, also, in thought, wherever possible.



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NEW STANDARD SHORTHAND READER.

INTRODUCTION.

Before taking up this book it is presumed that the student has thoroughly learned all the principles of the New Standard Shorthand system, for it is intended that this work will so familiarize the student with those principles as to make rapid writing and reading easy.

The articles comprised herein are divided in such a way as to make a separate division under chapter heads unnecessary. In Part First the keys have been placed on the page opposite the plates, while in Part Second the keys follow the plates in order that the student will not be as readily tempted to refer from one to the other. The student should first read the shorthand without referring to the key more often than is absolutely necessary. When he can read the page readily, without access to the key, he should then carefully transcribe the key into shorthand, taking the utmost pains to make the outlines correct in all cases. Thereafter, the student should write and re-write the same article from dictation until he has no trouble either in writing rapidly or reading that which he has written.