## THE BOOK OF BUSINESS

Published @ 2017 Trieste Publishing Pty Ltd

ISBN 9780649465897

The Book of Business by Elbert Hubbard

Except for use in any review, the reproduction or utilisation of this work in whole or in part in any form by any electronic, mechanical or other means, now known or hereafter invented, including xerography, photocopying and recording, or in any information storage or retrieval system, is forbidden without the permission of the publisher, Trieste Publishing Pty Ltd, PO Box 1576 Collingwood, Victoria 3066 Australia.

All rights reserved.

Edited by Trieste Publishing Pty Ltd. Cover @ 2017

This book is sold subject to the condition that it shall not, by way of trade or otherwise, be lent, re-sold, hired out, or otherwise circulated without the publisher's prior consent in any form or binding or cover other than that in which it is published and without a similar condition including this condition being imposed on the subsequent purchaser.

www.triestepublishing.com

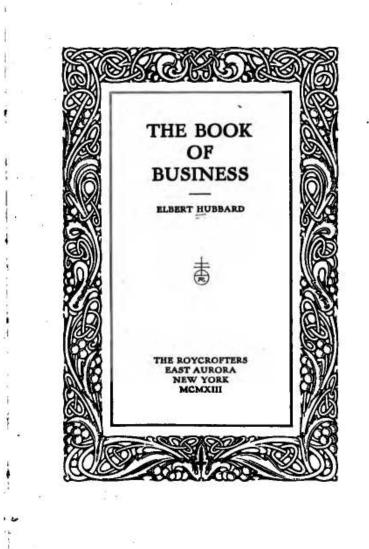
### **ELBERT HUBBARD**

# THE BOOK OF BUSINESS

Trieste

I UorM

See a se



### Copyright, 1913 By Elbert Hubbard

•

4

 $\mathfrak{V}$ 

31

.

÷.

à.

ł

.

83

ï

•

۲

ł

٠

ļ

ł

1

 $\gamma$ 

## SOME SE

ć,

;

### CONTENTS

.

Modern Business			•	٠.	•	8	•			9
Business as a Fine A	rt		20	22	35	1	•	çî,	4	15
System Spells' Succes	15	÷		). F	÷	i.		Ì.		21
Business a Civilizer	*	28 30		*	×	×		×.	×	27
Organization	۲				•	æ	œ	÷		15
Women in Business		2		•3		1	•	•	÷	41
Bad Breaks in Busine	285	.*					•	1		49
About Vacations .	÷	4		•	÷	1	•			57
The Business College		8	:00	80	×	3		•	×	63
On Hiring Away Oth	er i	Fol	ks	' H	elp		ः ••	ः ••	•	69
The Chesty Employe	e	•		•	×	2	æ	•	×	75
The Law of Loyalty	۲	1		2		1		¢3	•	81
How to Succeed .	٠	•	•			•	•	•	•	87

The Art of Advertisin	ıg	200	R	×.	2	•	×	a.		93
The Greatest Tax .			æ	÷		•	÷	×	÷	103
The Railroadman .	×	ŧ	•			•5		34		107
Middlemen and Mer	nial	8			5 <b>1</b> .3	<u>.</u>		•		113
The Willopus-Wallop	)U.S	8	٠	3	•	•	•	9	•	119
The Unseen		÷	4			2		਼		125
Courtesy as an Asset	1	÷	×	3	•		•	a,	8	131
The Law of Bohemia		•	×		•		×		٠	137
The Recipe	•	•3					<u>.</u>	3 <b>9</b>	•	143
Are You Useful or U	sel	ess	?	9	•		•	•	•	149
The Master Man .	•			į.	8		•	į.	•	155

÷

.

 $\boldsymbol{e})$ 

1

1

4

5

.

•



•

33

### THE BOOK OF BUSINESS

.

.

1

4

۲

1

 $\ell_{\rm C}$ 

1

â



#### THE SALESMAN'S CREED



BELIEVE in myself.

I believe in the goods I sell. I believe in the firm for which I work.

I believe in my colleagues and helpers.

I believe in American Business Methods.

I believe in the efficacy of printers' ink.

I believe in producers, creators, manufacturers, distributors, and in all industrial workers of the world who have a job and hold it down.

I believe that truth is an asset.

I believe in good-cheer and in good health; and I recognize the fact that the first requisite in success is not to achieve the dollar, but to confer a benefit, and that the reward will come automatically and as a matter of course.

I believe in sunshine, fresh air, spinach, applesauce, laughter, buttermilk, babies, bombazine and chiffon, always remembering that the greatest word in the English language is "Sufficiency." I believe that when I make a sale I must make a friend.

And I believe that when I part with a man I must do it in such a way that when he sees me again he will be glad—and so will I.

I believe in the hands that work, in the brains that think, and in the hearts that love.

Amen, and Amen!