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## Blogs - 2019 - May

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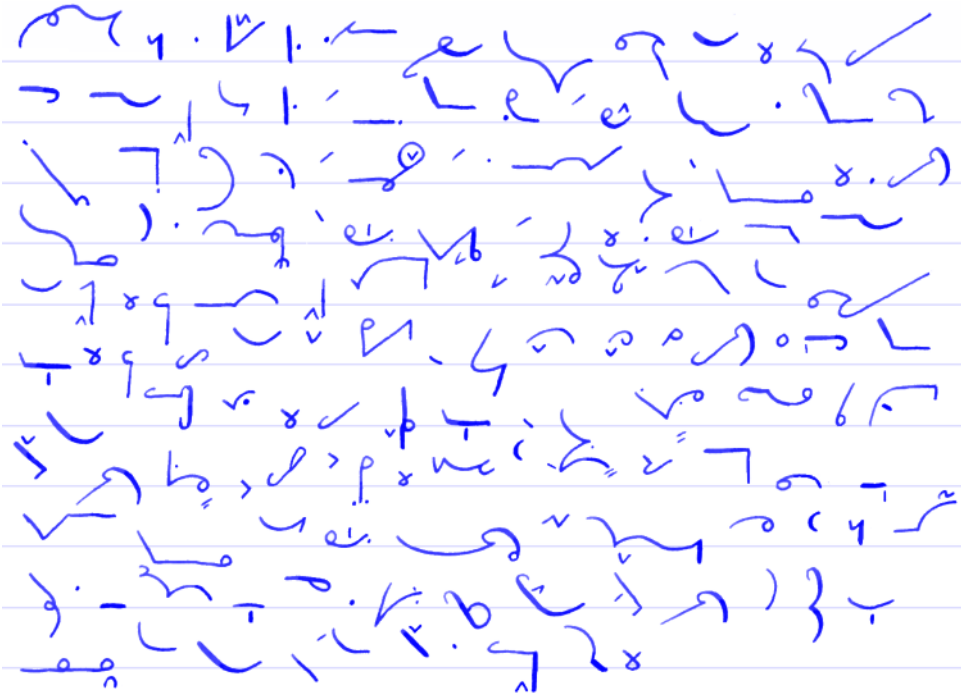
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PDF Date: 19 November 2019



**Diary Day 2 - Fulham Palace**

Last month I did a Diary Day article using fairly simple language. Here we are again, going out for the day and coming back safe and sound, having a break from the computer, getting fresh air and exercise, and a camera full of pictures. The weather forecast was a mixture of sunny\* periods and showers. The sun kept going in and out. When it came out I looked on the online map for somewhere to go. When it went in I started to change my mind, as the weather has gone back to being\* colder than of late. We decided to go to Fulham Palace gardens, which is located by the

river Thames to the east of the city. I knew that I would get some good park pictures in the sunny intervals, and I reminded myself that I did actually possess a good warm coat against the chilly breezes blowing up the river, so there was no excuse for being put off by a cloud or two.

\* "sunny" Always insert the vowels in "sun/snow, sunny/snowy"

\* "to being" Based on the short form phrase "to be"

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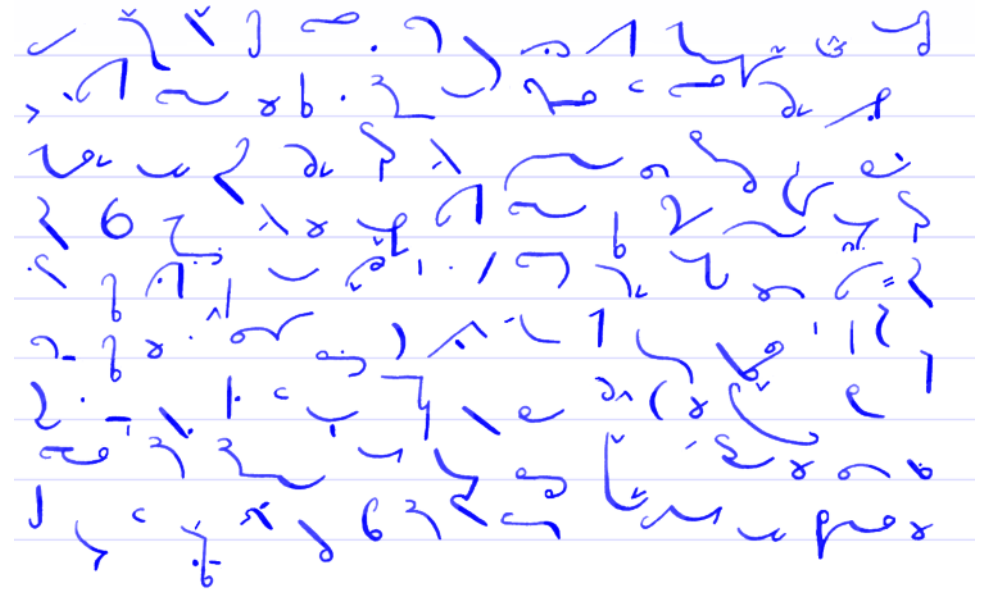
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**Diary Day 2 - Fulham Palace**

We arrived by train, crossed the very busy main road and eventually found the entrance to the walled garden. It is a work in progress, with grass areas reseeded, and various new shrub areas planted up, looking somewhat sparse but they will soon establish themselves and thicken up. Inside the walled garden itself there are many newly planted apple trees laid out in lines on a large grassy area, in addition to some

well-established fruit trees. A small section was roped off and had four beehives on it, although today was not a good bee day, with no activity to be seen around them. Further on, several gardeners were working in the vegetable sections, tidying and planting. Some beds had been filled with potatoes and broad beans, others were cleared awaiting the new seedlings.

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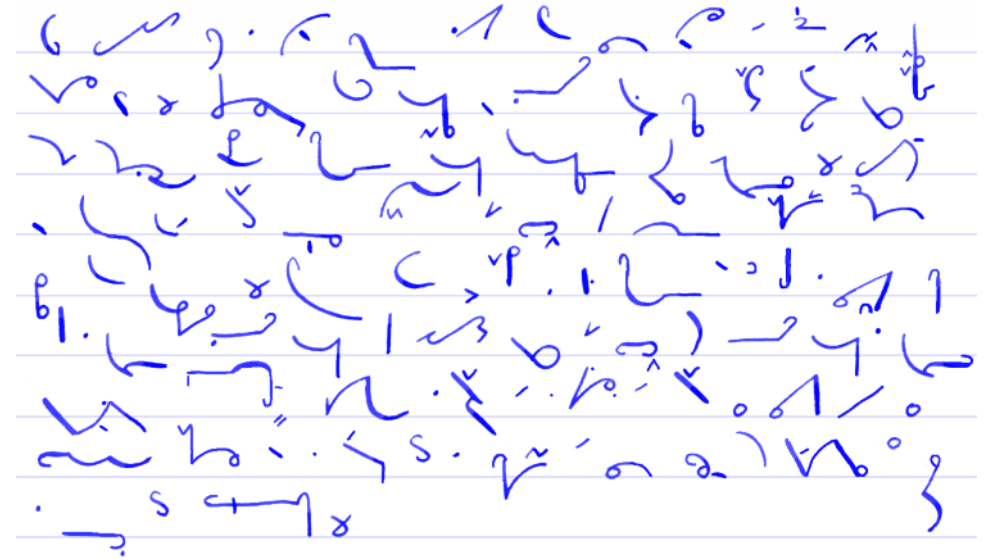
**Diary Day 2 - Fulham Palace**

Then we entered the flower garden part, which is separated by a long bed of quite old wisteria against an open fence on one side and the high brick wall on the other, against which there is a very long glasshouse where the plants are raised. The area in the centre is a parterre of low box hedging, which looked really good when the sun came out, showing up the brilliant green tops against the side parts in

shadow\*. The wisteria flowers, hanging in long pale purple clusters, have a very fragrant scent\*.

\* "shadow" Always insert the vowel in this and in "shade"

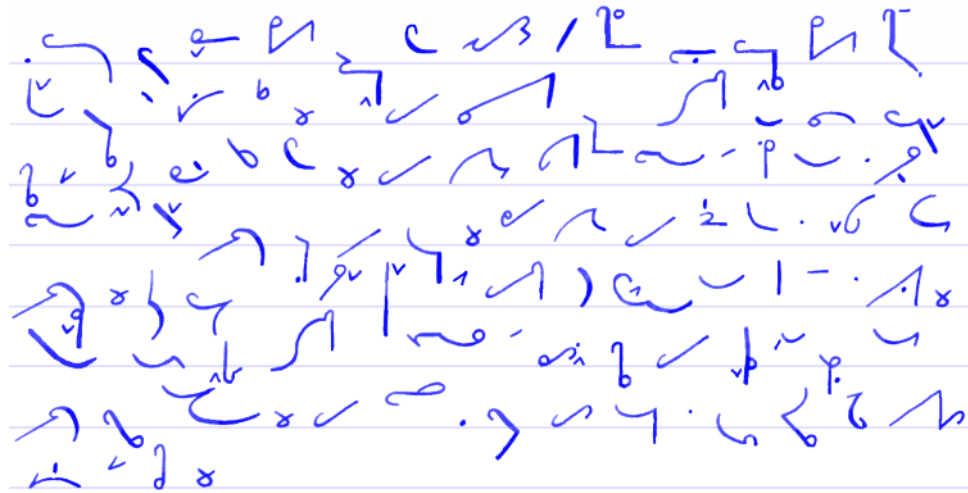
\* "scent" Normal outline, the short form "sent" is for the verb only



**Diary Day 2 - Fulham Palace**

Then we went through a low brick arch, over some lawns and walked round the outside of the palace building. It seems to be the fashion nowadays to carve felled trees, either the fallen pieces or the remaining standing trunk, into fantastic shapes and figures. We saw two four foot pine cones lying on the ground, which make ideal warm seats for visitors. Further

along to the side, the dead trunk of what had been a huge tree had a figure carved into it, and one of the pieces on the ground was carved into a figure of Bishop Compton holding a Bible and a chalice, and by his head are his gardening items of a potted plant, a trowel and some fruits or bulbs, as he was a keen plant collector.



Diary Day 2 - Fulham Palace

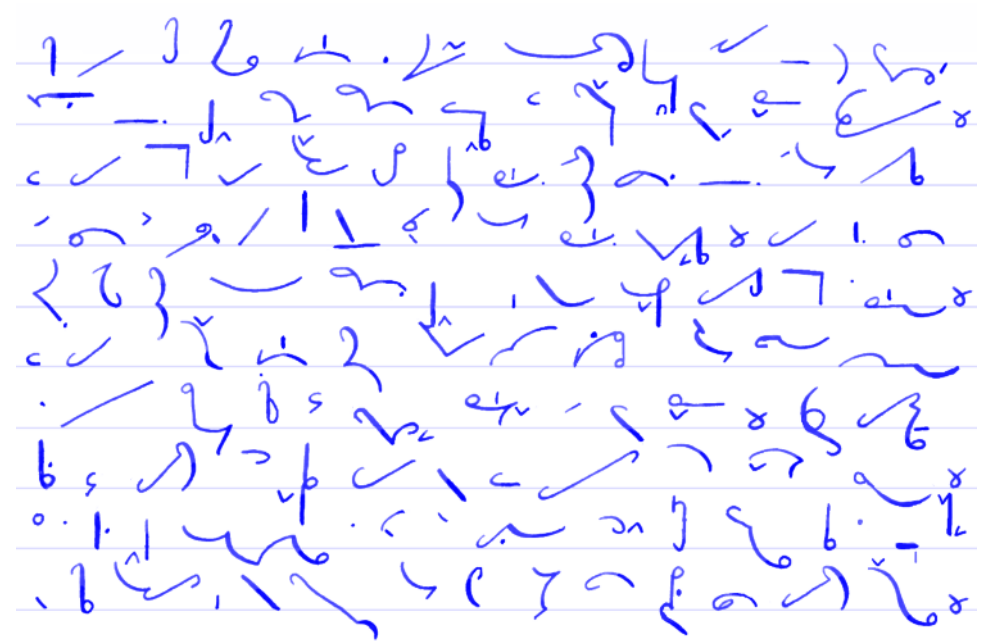
The clear blue sky started to cloud over and one of the large dark grey clouds started dropping\* tiny bits of hail on us. We hurried to take shelter under some nearby trees but the shower soon passed over. We left the walled garden and sat in a rose garden by the river, to eat our food. As we left, we walked for a while along the riverside. It was nearly high tide and the water was flowing in at quite a rate. Being now out of the shelter of gardens and

surrounding trees, we decided not to stay\* in the river breeze any longer. We crossed the bridge, went into a few shops and then returned home on the trains.

\* "dropping" Insert the vowel, as "dripping" could also make sense

\* "stay" Helpful to insert the vowel in "stay, sit, seat" and their derivatives

Blank lined area for additional notes or corrections.



Diary Day 2 - Fulham Palace

During our train journeys home the showery intervals continued and we could\* see plumes of grey coming down from the storm clouds, with bright blue sky elsewhere. When we got to our final station it was sunny and there was steam coming off the roads and some of the roofs, which had become hot in the sunny periods. We did some shopping and then there was another stormy downpour, but being inside we did not get a soaking. When we arrived home there were\* little hailstones all over the garden, making a rather strange contrast with the brilliant sunlight and blue sky. This has been one of those days when the weather cannot decide whether to be

cold winter or mild spring. As a day out involves a lot of waiting around on train platforms\*, it is a good idea to dress for one but be prepared for the other, until the more stable\* summer weather arrives. (805 words)

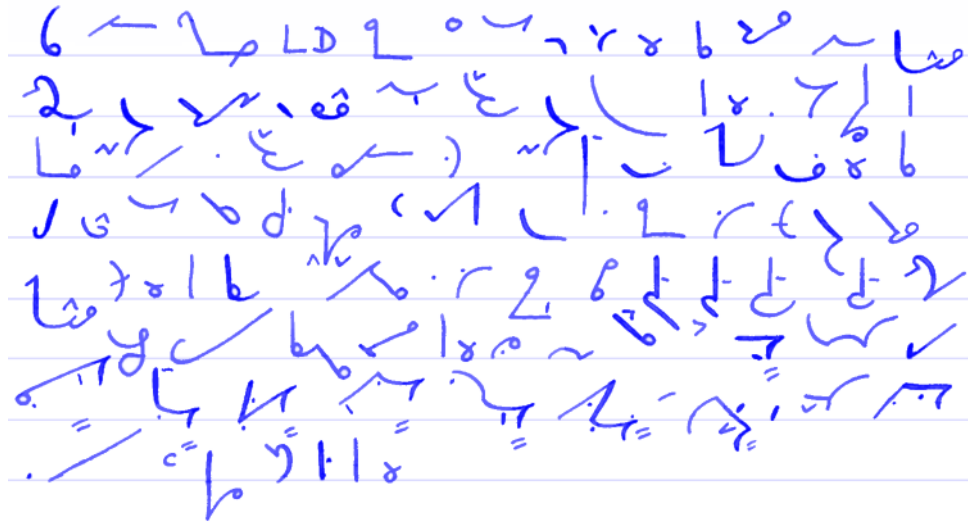
\* "we could" Not phrased, so that it is not misread as "we can"

\* Omission phrase "there (w)ere"

\* "platforms" Optional contraction

\* "stable" Helpful to insert the vowel in this and in "suitable"

Blank lined area for additional notes or corrections.



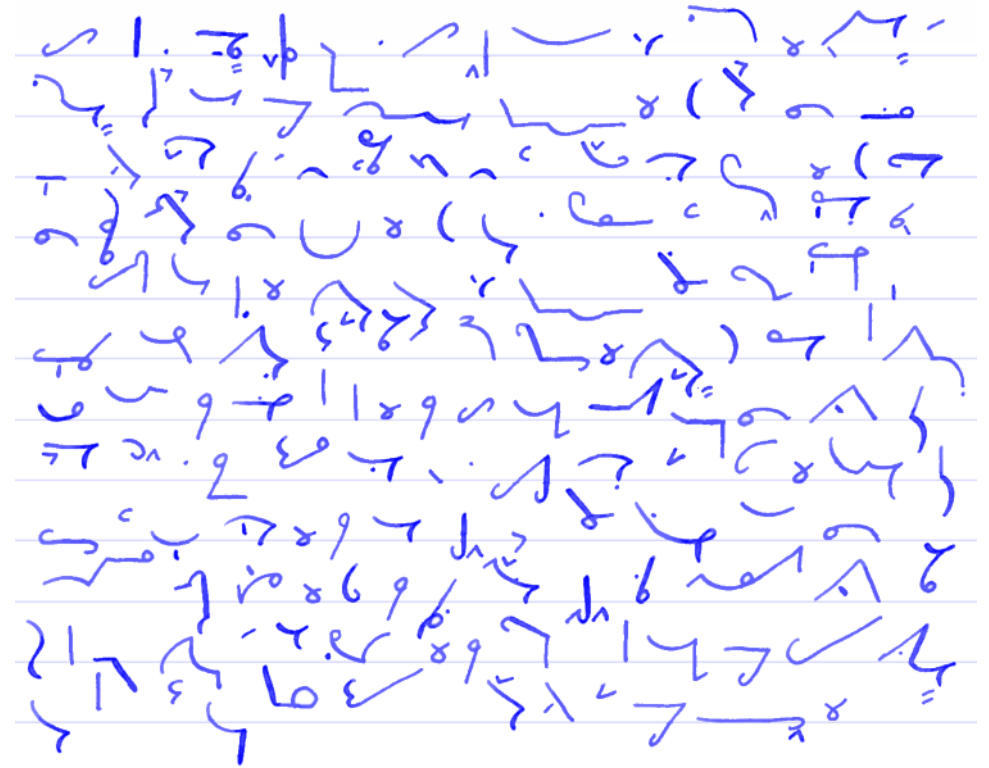
**Harold And Co**

**Outlines using the LD stroke are in capitals, outlines not using LD stroke are underlined.**

This article practises the LD stroke, as in the word OLD. It is always written downwards and there is no vowel between the two sounds, and no final vowel after it. The only attachments it takes are a final Circle S, Dot Ing or Dash Ings. It is generally found in the past tenses of

Blank lined writing area for practice.

outlines that already have a stroke L (both upwards and downwards). It does not replace an L Hook such as double doubled, tunnel tunnelled, and there are instances where it is to use it. Let's meet the boys of the GOULD family, who are HAROLD, DONALD, GERALD, RONALD, ARNOLD, REGINALD and LEOPOLD, who kindly REGALED the writer with details of their day out.



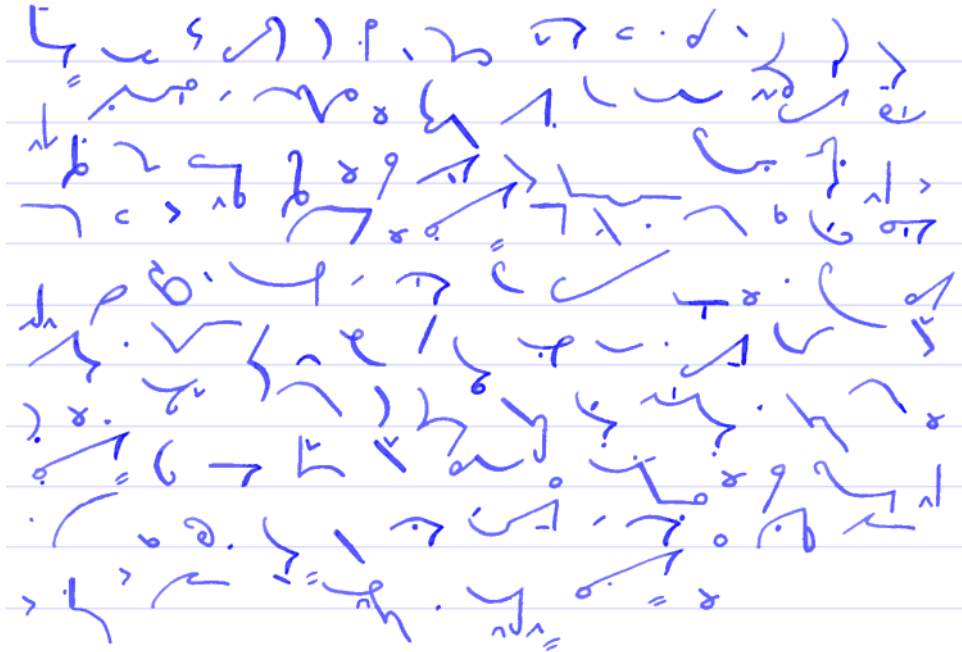
**Harold And Co**

One day the GOULDS decided to take a run out in their OLD car. RONALD and ARNOLD TOILED in the kitchen making the picnic. They BOILED some eggs, cut up the MILD cheese, and made sandwiches of bread made with fine-MILLED flour. They GRILLED some sausages and BROILED some fish. They FILLED a flask with SCALDING hot water for the tea. LEOPOLD PULLED the OLD picnic basket from the closet but closer inspection REVEALED that the handles were broken. LEOPOLD was SKILLED at repairing things, in fact\* he EXCELLED at it. He went into the garage to

get some rope, which was COILED around a hook that was NAILED to a wooden MOULDING on the wall. Fortunately it was clean with no MOULD. He KNEELED down to the basket, PENCILLED in some marks and DRILLED holes. Then he CHISELLED and FILED down the edges and inserted rope handles, so that it could be lifted and HANDLED safely. He brought it into the kitchen, where REGINALD FILLED it with the food boxes that were PILED up on the kitchen counter.

\* Omission phrase "in (f)act"

Blank lined writing area for practice.



**Harold And Co**

DONALD knew that the weather was set to remain MILD with a chance of showers, so he PULLED out the raincoats and umbrellas. They would be ready for anything, whether the sun DAZZLED or the clouds DRIZZLED. He ROLLED up the picnic blanket, and TRAILED out to the car with all the luggage. HAROLD got up a map on his phone, SCROLLED down the list of places of interest and MULLED over where to go. A further search REVEALED a park which was made of several large FIELDS NESTLED in a wooded valley by the sea. The online map was so much\* better than\* FOLDING and UNFOLDING a paper map. HAROLD then KILLED time by sorting his inbox. He printed out a letter to his friends the FIELDINGS, to be MAILED\* en route, and

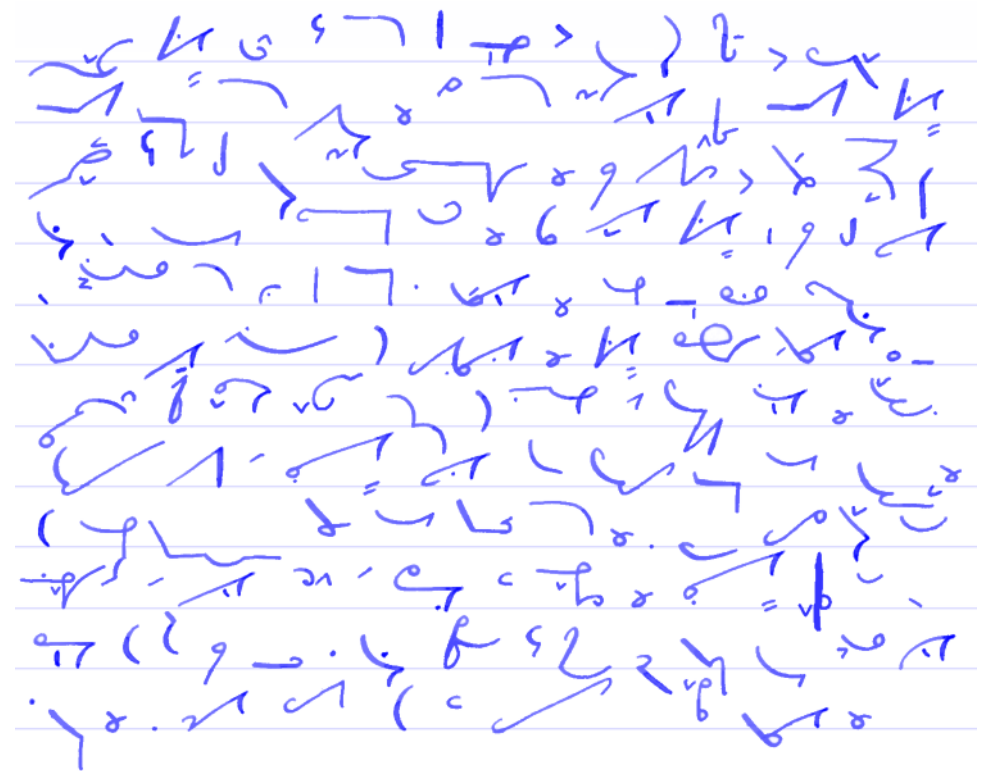
EMAILED\* his latest article to the editor\* of the local newspaper the Newtown HERALD.

\* "so much" Including the M, to enable the phrase to be made, is faster than separate outlines

\* "better than" N Hook to represent "than"

\* "editor" Special distinguishing outline

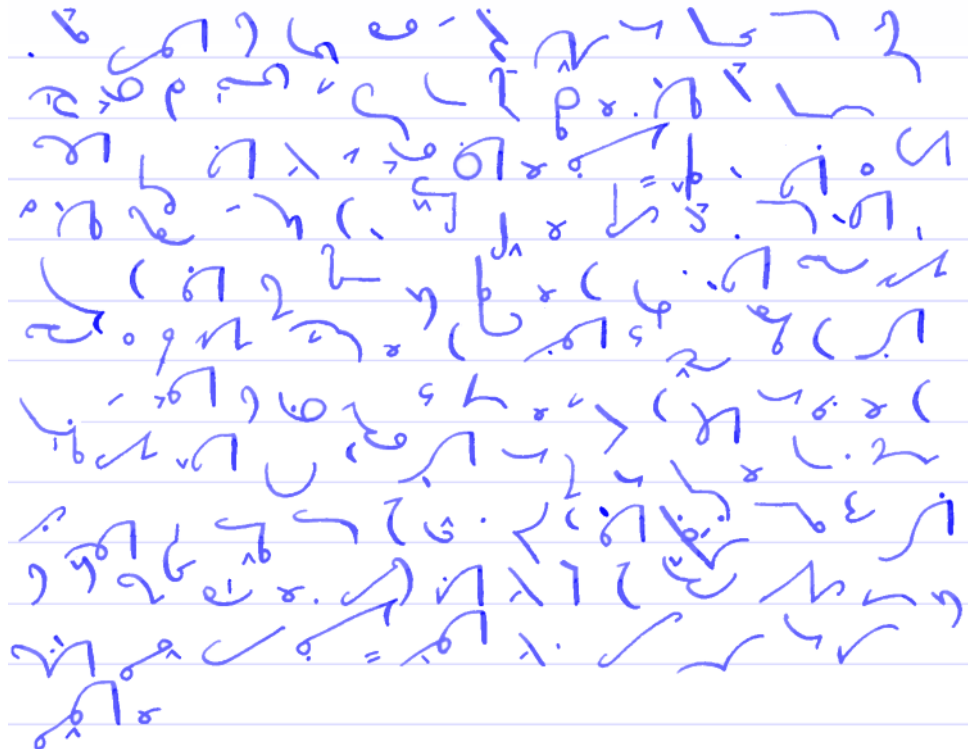
\* "mailed, emailed" Always insert the first vowel in "emailed" to differentiate it, as position writing does not distinguish these two. For "email" inserting the first vowel is advisable, but not essential, as position differentiates it from "mail".



**Harold And Co**

Meanwhile GERALD found that the car had GUZZLED all the fuel, so he drove to the nearby garage to get the car REFUELLED. As the car ROLLED out of the garage, GERALD realised that he had been BILLED incorrectly. He returned to the PUZZLED cashier who had FAILED to enter the correct information. This RILED GERALD but he did not YIELD to annoyance or let it get a FOOTHOLD. Instead good sense PREVAILED, patience RULED and anger was WITHHELD. GERALD successfully UPHELD his good humour and just SMILED while the

error was CANCELLED and the overcharge ANNULLED. Finally they were ready and HAROLD YELLED for everyone to get in the vehicle. They INSTALLED the picnic basket in the back of the car. The younger ones PILED in excitedly, and ROLLED around and SQUEALED with excitement. HAROLD decided not to SCOLD them, although he gave a VEILED suggestion that the journey would be better if the noise LULLED a bit. The WORLD awaited them, with wonderful sights to BEHOLD.

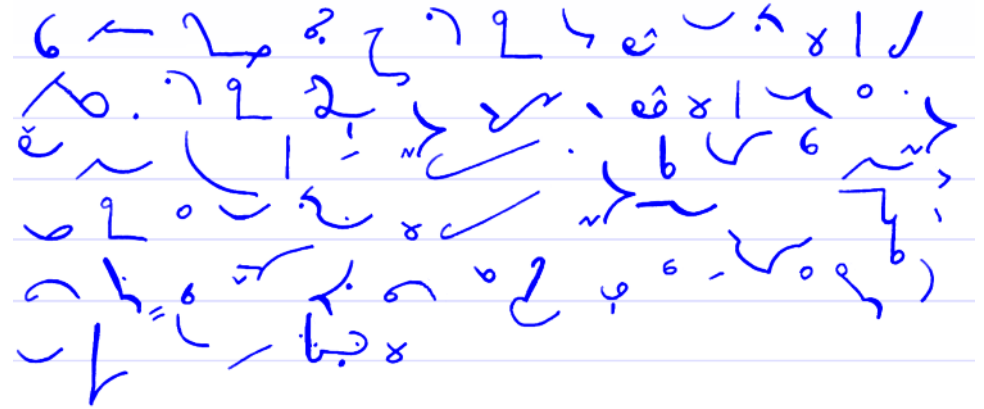


**Harold And Co**

The boys whistled their favourite\* songs and babbled loudly in the back of the car, and there were\* muffled noises as they grovelled on the floor for dropped sweets. The oldest boy became frazzled, tears welled up and the noise swelled. HAROLD decided to wield his authority as the oldest person, and ordered them to quieten down. At one point the car stalled, but after that they sailed through the traffic to their destination. They visited a walled garden and watched the gardener as he oiled the mower. They wrestled with the mountain of sandwiches, they shelled peanuts, and soiled their faces and fingers with the jam. On the beach they sizzled in the heat. They watched the wild fish that shoaled in the

sea under the pier. For a short time\* the rain mizzled but then the clouds cleared and they found a shop that sold baseball caps that would shield their eyes from the sun. The weather held up all day and they finally returned home to their freehold house where HAROLD rustled up a wonderful meal for the whole household. (798 words)

- \* "favourite" Note that "favoured" uses a left VR stroke
- \* Omission phrase "there (w)ere"
- \* "short time" Halving to represent the T of "time"



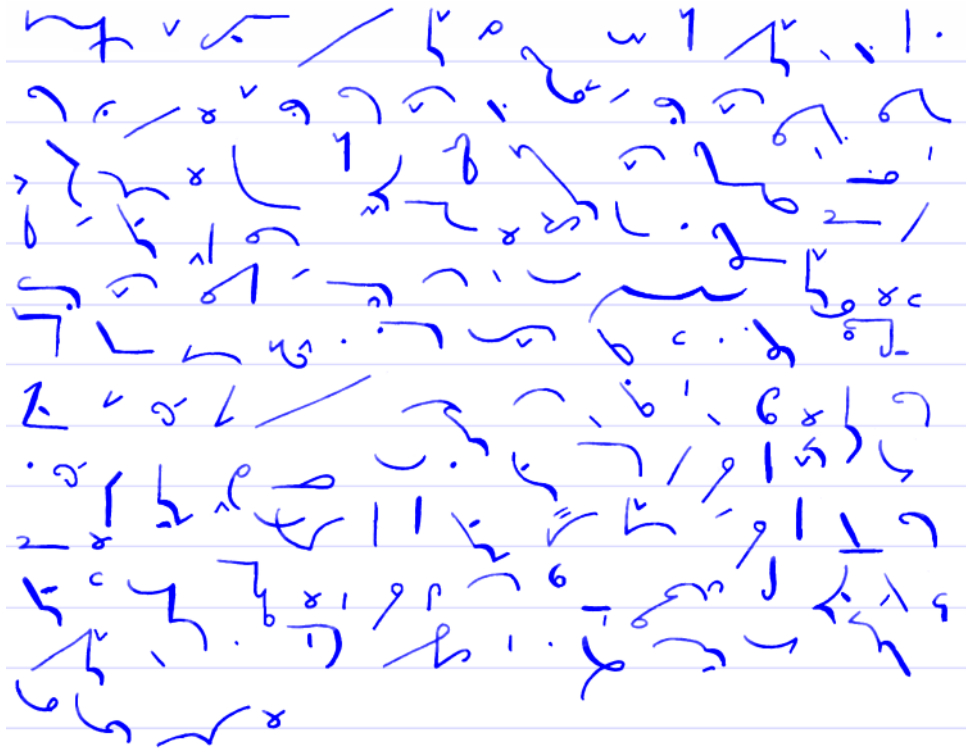
**Mr Bird's Journal**

Outlines using the RD stroke are in capitals, outlines not using RD stroke are underlined.

This article practises the halved and thickened Ar stroke, for the sound in "HARD". It generally replaces the Ar stroke, and there is no vowel between the two

sounds. It never has a vowel sign written after it, and where a vowel does follow, that is written to the next stroke as in "HARDEN". We are going to follow the activities of Mr BIRD who has kindly SHARED some of his journal notes with us and has SPARED us no detail for our edification.

Blank lined area for additional notes or practice.



**Mr Bird's Journal**

On Monday morning I awoke rather TIRE<sup>D</sup>, as the previous night I had RETI<sup>R</sup>E<sup>D</sup> to bed at a very late hour. I STIR<sup>R</sup>E<sup>D</sup> from my bed and STEE<sup>R</sup>E<sup>D</sup> my sleepy self to the bathroom. After I had SHOWE<sup>R</sup>E<sup>D</sup> and dressed, I PREPARE<sup>D</sup> my breakfast of eggs on toast and POURE<sup>D</sup> out some coffee. I went for a brisk walk which CLEA<sup>R</sup>E<sup>D</sup> my head and CURE<sup>D</sup> me of any lingering TIREDNESS. When I got back home, I found a CAR<sup>D</sup> in my post with an ABSUR<sup>D</sup> cartoon and joke on the front, which the

writer IMPLORE<sup>D</sup> me to pass on to others. It was from a friend who had TOURE<sup>D</sup> the south coast in a FORD car which he had HIRED for the week. Unfortunately\* it had POURE<sup>D</sup> the whole time and he had become very BORE<sup>D</sup> with indoor activities. But he told me that his good humour had been SHORE<sup>D</sup> up when he RETI<sup>R</sup>E<sup>D</sup> to a cosy restaurant, on a vessel MOORE<sup>D</sup> in the harbour, for his favourite meal.

\* "unfortunately" Optional contraction

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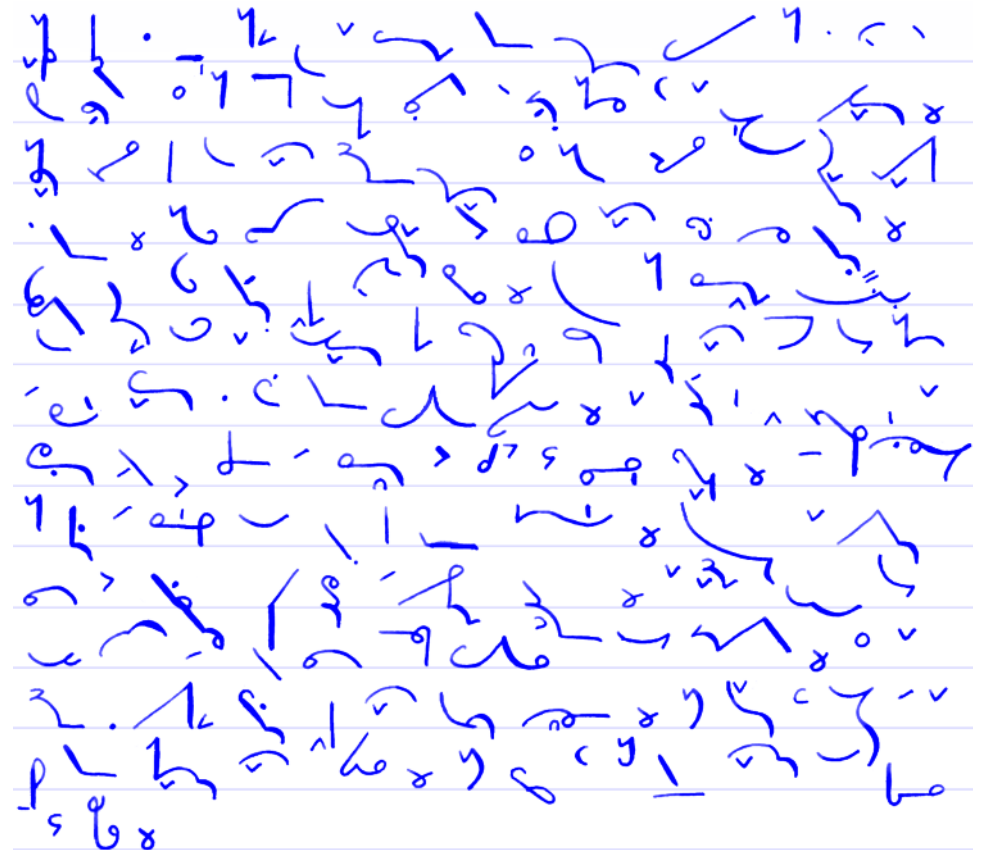
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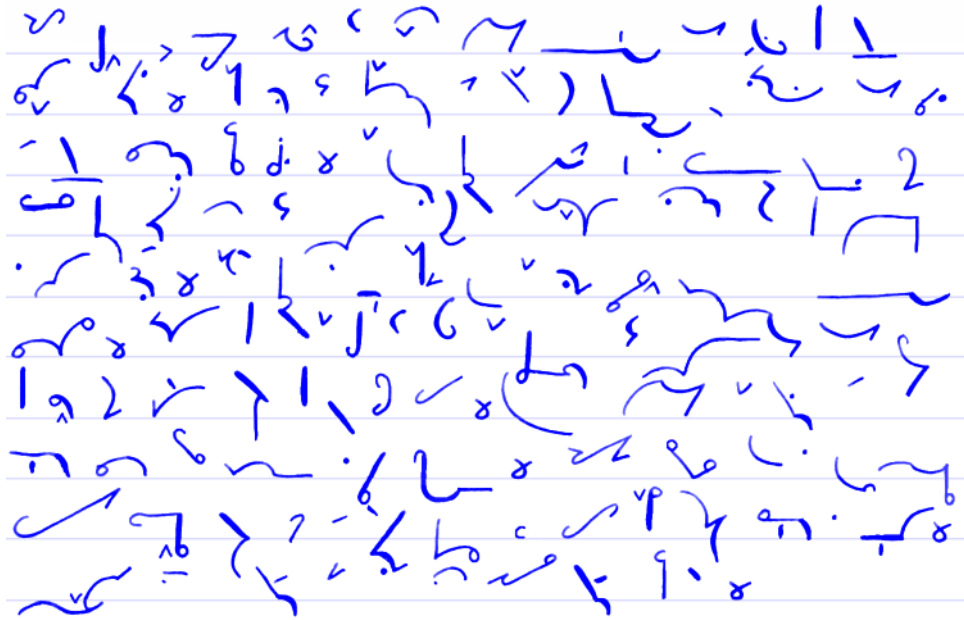
**Mr Bird's Journal**

I decided it would be a good idea if I CLEA<sup>R</sup>E<sup>D</sup> the back room, where I had a lot of stuff STORE<sup>D</sup>, as I had got into the habit of HOARDING items that I no longer REQUIRE<sup>D</sup>. I DESIRE<sup>D</sup> to use it for my workroom, as I have always ASPIRE<sup>D</sup> to write a book. I have been greatly INSPIRE<sup>D</sup> by the success of my friend Miss BEAR<sup>D</sup>. This would be easier than BOARDING out the loft space. After I had SCOURE<sup>D</sup> the internet for information, I ENQUIRE<sup>D</sup> at the furniture store, TENDERE<sup>D</sup> my cash for the item and soon ACQUIRE<sup>D</sup> a flat pack shelf unit. I PONDERE<sup>D</sup> on how to proceed, but I SQUARE<sup>D</sup> up to the task and SECURE<sup>D</sup> all the joints with the screws provided. Quite

amazingly\* I had DARE<sup>D</sup> and succeeded in putting it together on my own. After that I REPAIRE<sup>D</sup> some of the BASEBOARDS which had SPLINTERE<sup>D</sup>, and RESTORE<sup>D</sup> the paintwork. I WIRE<sup>D</sup> the fitting for the new lamp and put some extra shelves in the WARDROBE. As I worked, the radio BLARE<sup>D</sup> out my favourite music. I was FIRE<sup>D</sup> with enthusiasm and I stood back and ADMIRE<sup>D</sup> my achievements. I was pleased that I had not become MIRE<sup>D</sup> in difficulties with the instructions.

\* "amazingly" "amusingly" Always insert the vowel in these and derivatives, to differentiate





**Mr Bird's Journal**

I went down to the kitchen and found that my lunch cooking in the oven had become slightly CHARRED. I had ERRED with the timer and the pie was beginning to HARDEN in the heat and become SMEARED with its contents. I FEARED it would be ruined but a quick peek\* through the glass door ASSURED me that the meal was not entirely MARRED, although it looked a little WEIRD. I thought it would be a good idea if I AIRED the house, to remove the cooking smells. HARDLY had I done that, than I discovered that the milk in the fridge had SOURED, so the whole bottle had to be thrown away. After lunch I PARED\* and CORED some apples to make a juice drink. I watched the sports for a few minutes,

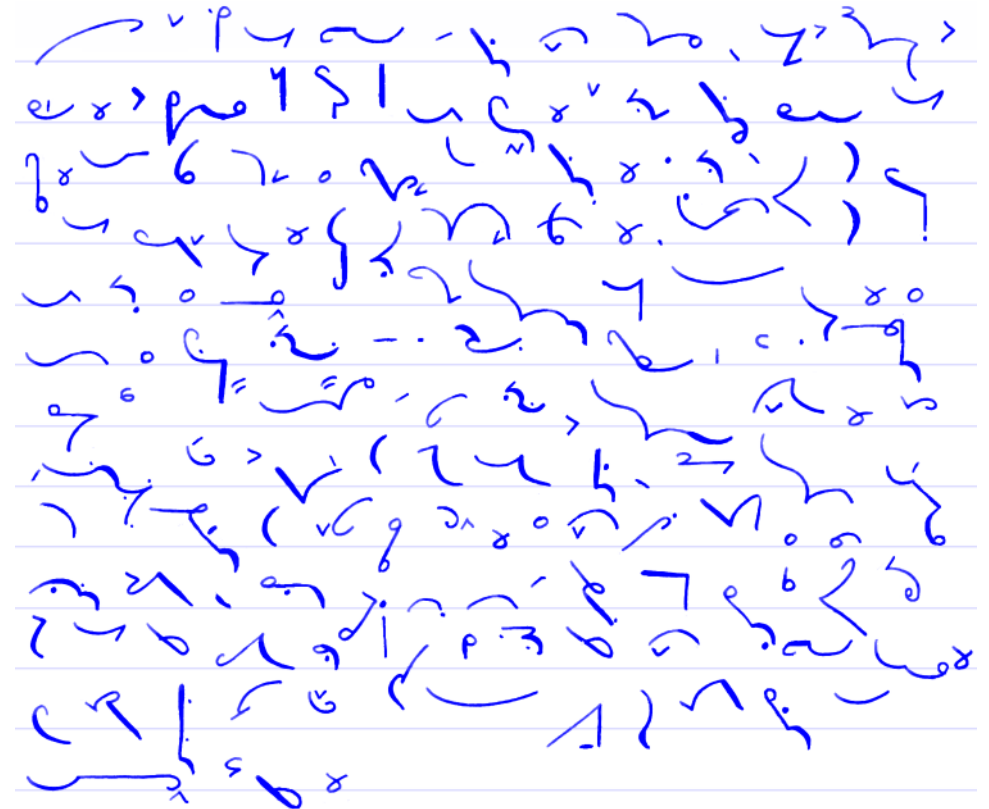
where the crowds both cheered\* and JEERED the teams when one side or the other\* SCORED a goal. Meanwhile the cat PURRED on the mat and was BORED with it all.

\* "peek" Note that "peek" means to take a quick look, "peak" means to attain the highest value or achievement, "pique" means to catch one's interest

\* "pared" This means to peel off the outer skin; "paired" means to gather two items together

\* "cheered" Short form

\* Omission phrase "or the oth(er)"



**Mr Bird's Journal**

Later on I sat in the garden and BARED my arms to enjoy the warmth of the sun. All the seedlings I had planted had now FLOWERED. I HEARD the BIRDS singing in the trees. In fact\* this area is brilliant for BIRDING\*. A HERD of sheep was bleating in the nearby field. They had been SHEARED\* earlier this morning. The farmer\* was now HERDING his cows from the FARMYARD into another field. His name is Fred HARDING, quite an ORDINARY person but with an EXTRAORDINARY\* skill with his animals, and well HARDENED to the farming life. I am not INORDINATELY fond of the bull, though, and have never DARED to walk the farm footpaths or EXPLORED them while he is around. As my running ability is somewhat IMPAIRED, I would be too SCARED to chance meeting him and possibly get SPEARED on his sharp horns, although in the past we have

STARED at each other as he CANTERED past my garden fence. However, I will not be DETERRED and will find another route so that I will be SPARED any encounter with the beast.

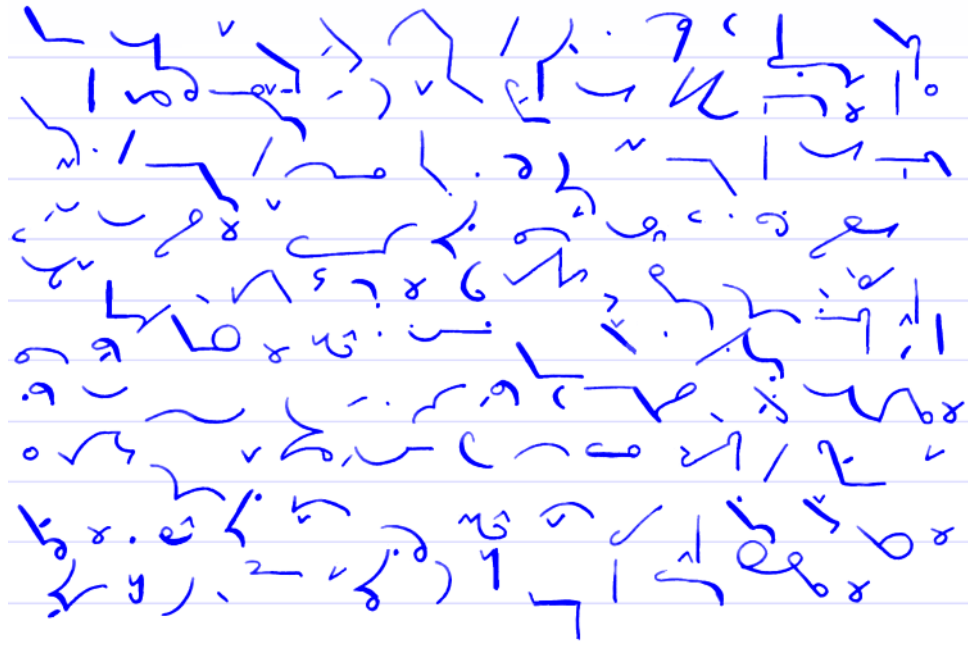
\* Omission phrase "in (f)act"

\* "birding" A jargon term for bird-watching

\* "sheared" Past participle can also be "shorn", although "shorn" is the one generally used as an adjective i.e. a shorn sheep

\* "farmer" Distinguishing outline, see [www.long-live-pitmans-shorthand.org.uk/distinguishing-outlines-2-rule.htm](http://www.long-live-pitmans-shorthand.org.uk/distinguishing-outlines-2-rule.htm) "former/farmer"

\* "extraordinary" Optional contraction



**Mr Bird's Journal**

Back indoors I booted up the laptop which showed a message that DECLARED the battery power had almost EXPIRED and so I plugged in the charging CORD. It has a large KEYBOARD which makes typing the WORDS easier, and I keep it in the CUPBOARD when not in use. I quickly shared some news with a friend, using the online dictionary to help with the WORDING. Then I returned to the spare room to sort out some STORED boxes. I found an antique book by a REVERED actor who had STARRED in many films, and a little SWORD that can be used to open envelopes. As I left the room, I knocked

over my glass of water which broke on the BOARDS. The sound JARRED on my ears and I found my way out BARRED by the pieces. ASSUREDLY\* I did not wish to walk on the SHARDS, so I had to get it CLEARED as soon as possible\*.

\* "Assuredly" This is the only outline that has a vowel sign after the Ard stroke, but generally not necessary to insert, as it is barely sounded and the outline is distinctive enough

\* Omission phrase "as soon as poss(ible)"

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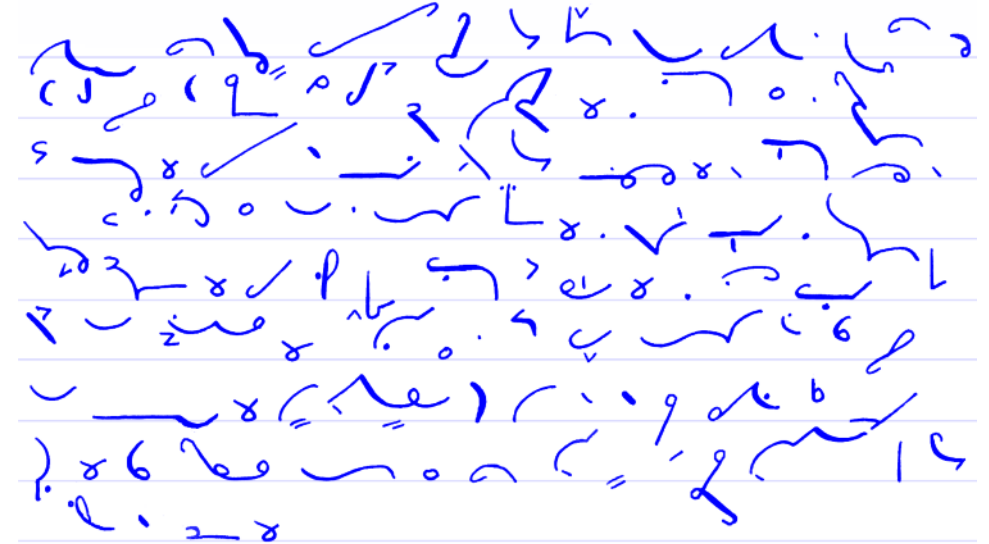
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**Mr Bird's Journal**

Leaving Mr BIRD'S wonderful journal for the time being, we have a few more WORDS that do not use that stroke, as the join would be illegible\*. The car has a problem with the gears. We are all geared up for the exams. To gore means to pierce with a horn, as in an animal attack. The bull gored the farm worker. We stayed out of the glare of the sun\*. The man glared at the boy in annoyance. Lard is a hard white animal fat that is used in cooking. Lord

Robinson was lord of all he surveyed on his country estate. This person's name is Mr Lord and he has been lording it over the staff all week.

\* "illegible" Repeats the L stroke, so as not to rely on a vowel sign to show it is a negative

\* "sun" Always insert the vowels in "sun/snow, sunny/snowy"

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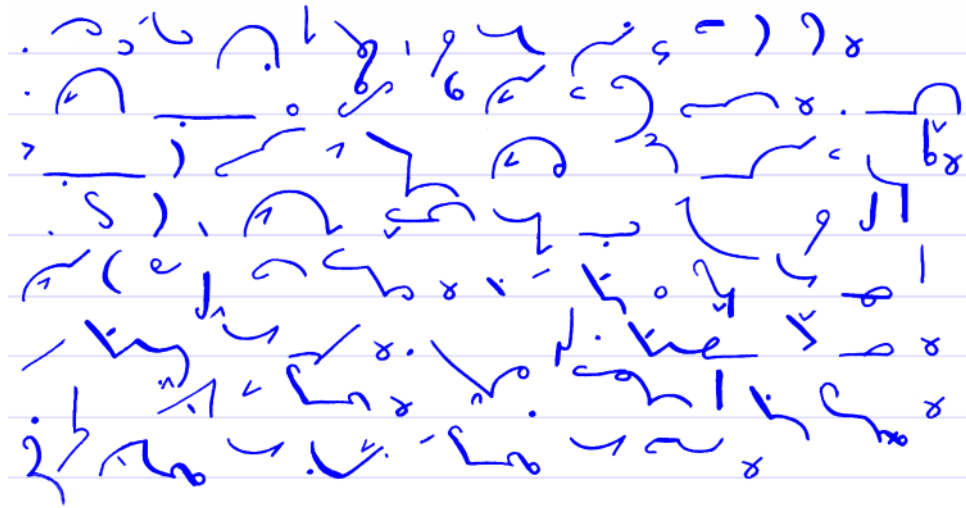
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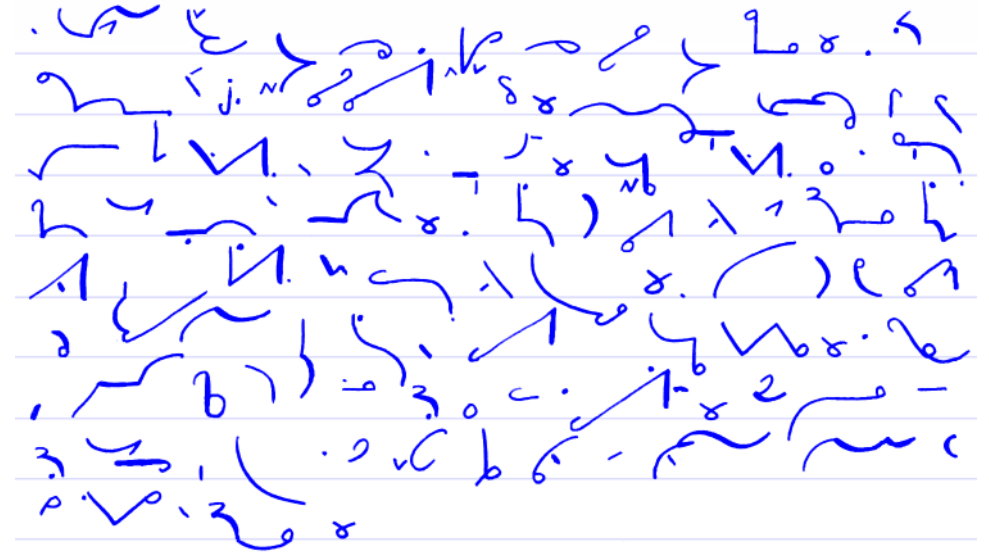
Mr Bird's Journal

The man would often leer at the passengers but he never leered when the guard was there. A layer cake is one that is layered with fresh cream. The colour of the cake was yellow, and the bottom layers were coloured with food dyes. The plan was to lower the climber into the cave, and after he had been lowered they sent down more equipment. Bed and board is provided for

the guests at our boarding-house in the country. The pupils attended a boarding-school by the coast. The teacher wrote on the blackboard. The classroom had bare floorboards. There were\* lovebirds in the aviary and blackbirds in the garden.

\* Omission phrase "there (w)ere"

Horizontal lines for writing practice.

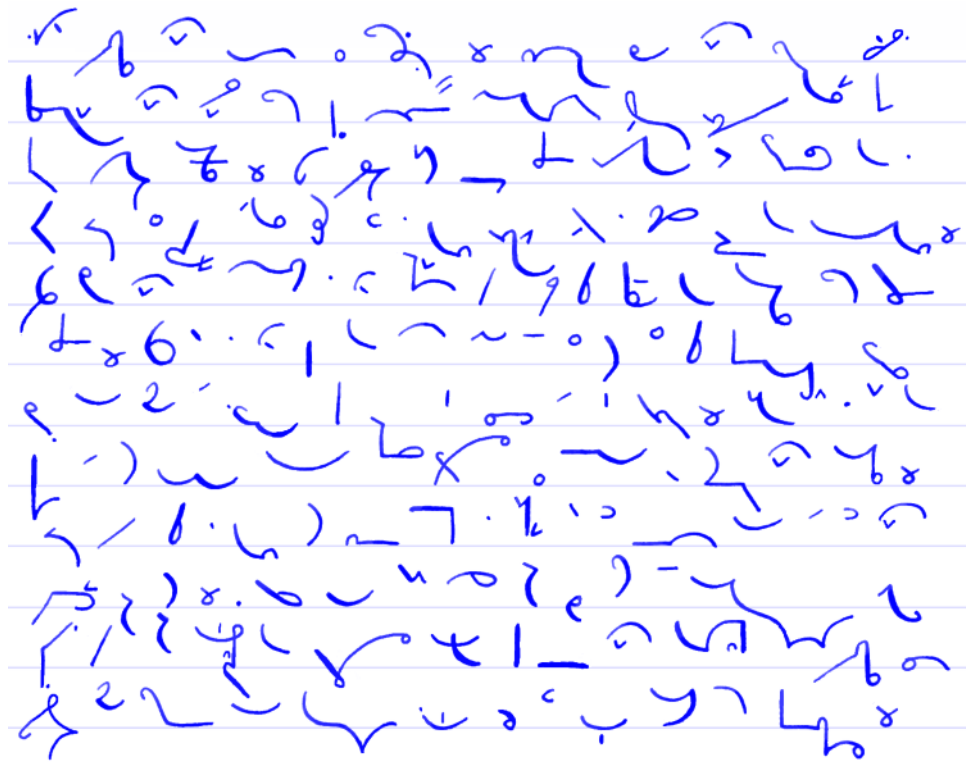


Mr Bird's Journal

A following final vowel means the outline must use full strokes. The hard ceramic pot contained half-hardy plants. Many years ago photographers told people to look at the birdie to ensure a good shot. Nowadays birdie is a scoring term in the game of golf. The tar was heated up and the workers tarred the road but they were tardy about

clearing up afterwards. The letter was several hundred words long, it was far too wordy for its purpose. A person who regularly dresses or acts weird is called a weirdo. Shorthand looks quite weird in the beginning, but after a short while it is the slow and lumbering longhand that has the appearance of weirdness. (1318 words)

Horizontal lines for writing practice.



**Fraser's Shortlist**

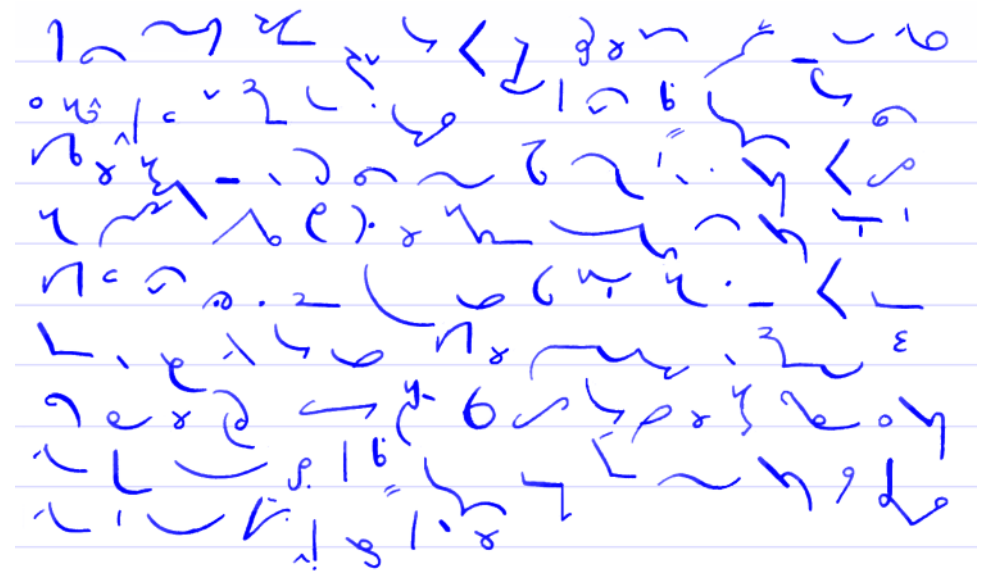
**Fraser is our fictional shorthand enthusiast, who has risen from humble beginnings to top shorthand job through his own efforts at self-improvement.**

Hello readers, my name is Fraser. You may have seen my previous stories describing my rise from tea maker and envelope stuffer to shorthand writer\* at the top level in this company. Well, recently I was given the task of reading all the applications for a job here as junior office assistant, with a view to drawing up a shortlist to call for interview. This will save my manager a lot of time, which he just doesn't have for this very basic task. This is all a lot different for me, and not quite as easy as just taking down people's speaking in shorthand and converting it to text on screen and on

paper. I have an eye for detail and so nothing in their application letters is going to escape my notice. Here are just a few\*, so you can get an idea of what came in, and what my reaction to them was. The best thing about most of them is that they are quite informal and even chatty, which, although unsuitable for business letters\*, nevertheless do give my valued readers some useful shorthand practice in fairly common words with no unusual or technical terms\*.

\* Omission phrases "short(hand) writer" "biz(ness) letters" "tech(nical) terms"

\* All fictional, but in real life these would be confidential and shared with no-one



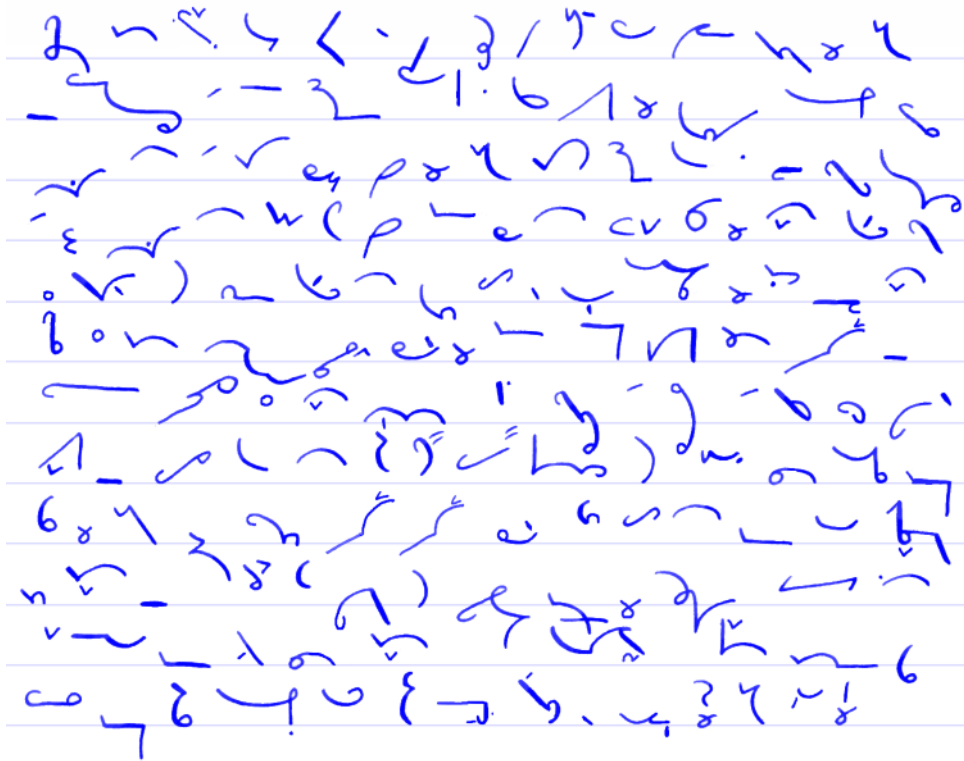
**Fraser's Shortlist**

Dear Mr Manager, I would like to apply for the job of junior assistant. I am really good in offices, as I found out when I worked for a few weeks\* at my Dad's firm over the summer holidays. I think it would be good to earn some money and then move on to a better job once I have learned the ropes, as they say. I hope\* you can interview me before I go on holiday with my mates the week after next, then I know I have a good job to come back to, to save up for the

next holiday. Looking forward\* to working with you very soon. Yours faithfully\*. - I don't think this is one for the list. I think the person is better off doing another stint at Dad's firm to get the pocket money before he disappears off on another jolly outing to spend it all.

\* Omission phrases "few wee(k)s" "I (h)ope" "Looking fo(r)ward" Yours f(aithfully)"

Blank lined area for additional notes or practice.



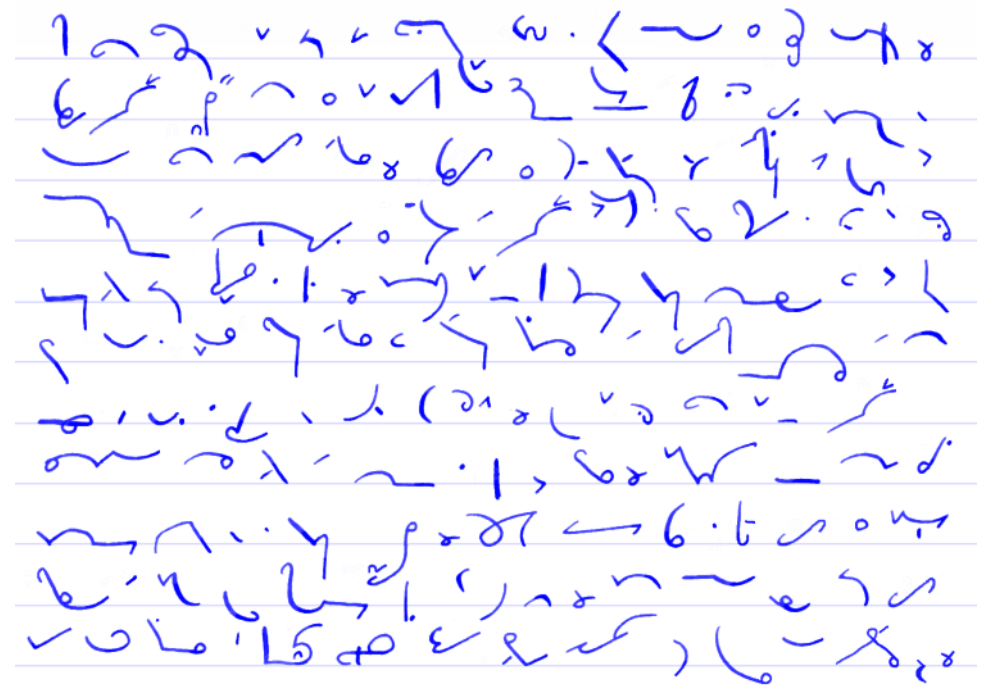
**Fraser's Shortlist**

Dear Sir, I am applying for the job of junior assistant which I saw in our local paper. I have good qualifications and can work at a fast rate. If you are interested, please email\* me and I will send you the list. I have also worked for a great number of firms, and when you email\* me about the other list, I can send my CV as well. My phone number is below, so you can phone me if you want to know anything else. I can't give you my address as I am moving house soon. I can get hold of some really good character references, as my mum, dad, brothers and sisters, and best friend will all write good ones for me, although they are away at the moment\*, so I need

some notice to get those. I hope\* to hear from you really really soon that you want me to come in and describe to you all my good points that will be so useful to your company. Yours truly. - Am I going to give up some of my valuable time to make these calls to get all this interesting information that they couldn't be bothered to include? I think not!

\* "Email" Helpful to include the first vowel in this and in "mail"

\* Omission phrases "at (the) moment" "I (h)ope"



**Fraser's Shortlist**

Dear Mr Fraser, I heard on the grapevine that you have a job going as assistant in your department. This would really suit me, as I already work for the company and just can't wait to move to another more modern office. This one is so boring, old and draughty, and the view of the car park and motorway is awful and really noisy, plus there are a lot of stairs to get up here twice a day. I am sure I could do so much\* better mixing with all the top people in a nice bright office with potted palms and water coolers, and important guests who need a junior to show them around. If I earned more, I could really smarten myself up and make a difference to the place. I hope\* you will give me the chance to make the leap to a better situation. Yours sincerely\* - This is a tough one, as I know the person, and I have even drunk the tea that she made. I am going to send her one

of our information packs on educational\* courses that we support and we will see if there is\* any response\* to that.

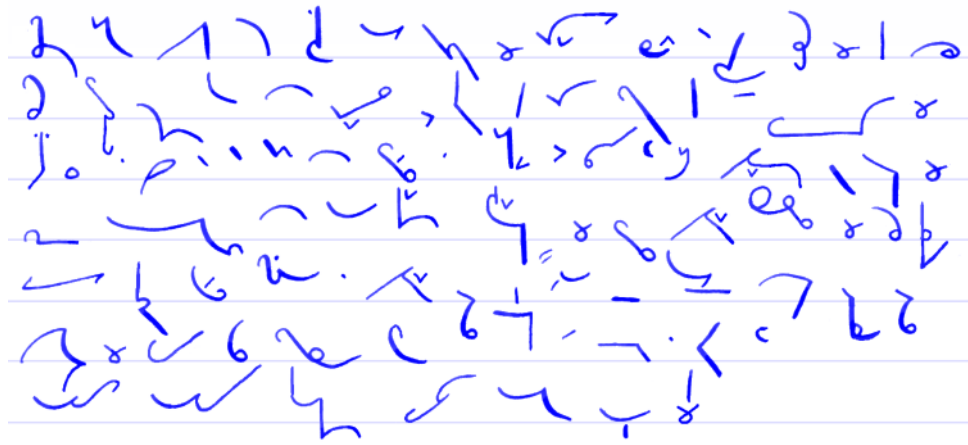
\* "so much" Likewise "very much, too much, how much"

\* Omission phrases "I (h)ope" "Yours (sin)cerely"

\* "educational" The diphthong would normally go outside the Shun Hook, but here there is nowhere else to put it

\* "if there is" Note that "if" can be doubled or halved ("if it") to form phrases, while "for" is not, in order to differentiate

\* "response" Helpful to include the vowel, to differentiate it from the contraction "responsible/bility"



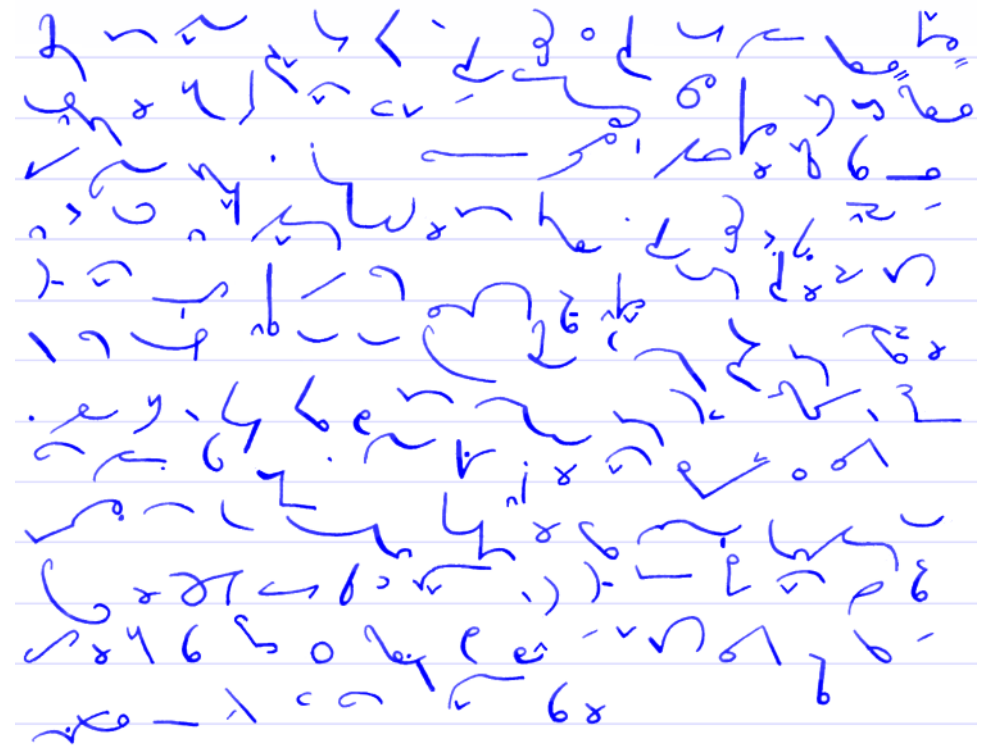
**Fraser's Shortlist**

Dear Sir, I have read your advert in the paper. I like the sound of junior assistant. It means there is plenty of room for me to rise to the top, which I will probably do quite quickly. Attached is a list of all about me, plus an idea of the salary that I shall require to be paid. You can interview me any time on Friday. Please reply as soon as

possible\*. Yours etc. - It would be fun drafting a reply to this, but not good for the company image to descend to this level. Whether this person ever got and kept a job with anyone, anywhere, at any time, we will never know!

\* Omission phrase "as soon as poss(ible)"

Horizontal lines for writing a response to the letter.



**Fraser's Shortlist**

Dear Sir, I am writing to apply for the job of junior assistant, as advertised in the local Business Times newspaper. I have attached my CV and qualifications, as well as details of three independent persons who are willing to provide a confidential character reference, on request. I trust this gives you all the information you require. I am at present\* a junior assistant to the Chief Accountant, and so my current duties are very similar to those\* outlined in your advert. I would also be very interested in any further training that may be available to your employees. The reason I wish to change jobs is that I am moving to your area, and prefer to work more locally than undertake a long daily commute. My superior is happy to release me for interview at any time. Please let me know if you require any further information\*. Yours

sincerely\* - Just what I like to see, so I can start my list with this one. I hope\* this applicant is as presentable\* as they sound, and I also hope today's post and email\* enquiries come up with more like this. (1062 words)

\* "at present" Do not use this as an omission phrase, write "at the present" in full

\* "to those" Insert the vowel in "those", as it is out of position

\* Omission phrases "further (informa)tion" "Yours (sin)cerely" "I (h)ope"

\* "email" Helpful to insert the vowel in this and in "mail"

Horizontal lines for writing a response to the letter.