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## **FACILITY DRILL**

**Blog - 2012 - October**

**Armed And Dangerous**

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PDF Date: 19 June 2020

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I love using my digital camera, especially as there is no need to ration out how many pictures I take. There is no film and no cost of processing, as in earlier years. The only limit is the number of photos that can be stored on the camera's card. The first very cheap one I owned was able to store only eight pictures! It was a tiny pocket-sized thing, almost like a very large keyring, and could hardly be called a camera at all, more a toy. Things are entirely different now and my present camera can hold thousands of images. I do not have to lose any opportunities, and can take photos left right and centre, and sort them out later on. Nothing escapes capture any more, just as long as I have the camera with me. I am "armed and dangerous" and ready to take captive any view or scenery that takes my fancy.

information is being presented, whether from someone else speaking, or whether you are composing a report, or writing a book, a poem, a diary or a shopping list.

I find a very useful advantage is when taking down information whilst on the telephone. You can jot down everything you need to, without taking your mind and attention off the person and what they are saying. With longhand your mind is on the lengthy and slow writing of it and you can sometimes miss what the person is continuing to say, or get dates or figures wrong through having to scribble. A comfortable familiarity with shorthand enables you to catch everything and not have to burden your memory with the minor details that didn't make it into the longhand note.

Once you are settled into shorthand writing, you can do your jottings with biro, pencil, marker pen, crayon, chalk, or anything at all, on the pad, the back of an envelope, the margin of the newspaper, or the palm of your hand. I have seen many telephone notes appearing in pencil on our smooth melamine table surface, but when notes start appearing on the wallpaper it is bedtime for a check-up on the pad supply or

the purchase of a pinboard. Longhand is used only for a summary of the matter, for others who need a message left for them that they can read. If you are in a discussion with someone about what they actually did say over the phone, your shorthand notes definitely make you "armed and dangerous" but I suggest you don't use those words on your CV or application form, or at the job interview. (792 words)

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There is no text or other markings on the paper.