



### EXERCISE - 20

Verify the outlines written by you with this 'key', and practise them at least three lines each.

(1)						
(2)						
(3)						
(4)						
(5)						
(6)						

Verify your deciphered words with this 'key', correct and practise them, at least three lines each.

1)	quench	whereinto	whilst	councillor	soarer	cumber
2)	requisition	everywhere	wheelhouse	granular	hirer	thumb
3)	linguist	whisker	whelm	tippler	curer	imperative
4)	anguish	welding	fly-wheel	jailer	career	cumbersome
5)	Penguin	unwillingly	whale-bone	taller	furor	embellish
6)	qualification	waylaid	whimsical	tabular	poorer	amble



Compare the following 'key' i.e. scripts (1) and (2) with your outlines, correct them, and practise the scripts, as many times, as you can.

(1)

(2)



Verify your transcribed passages with this 'key', correct it and practise the script, as many times, as you can.

(3) M/s. Wheeler & Sons: Dear-Sirs, Referring to-your inquiry of the 6<sup>th</sup>, business in this city is very quiet, and very high quotations are-the rule. There-seems to-be no chance of-the quarrel being amicably disposed of. Masters say-the spinners requisitions are unreasonable, and-they dislike-the notion of being squeezed unfairly. Then-the spinners impute unworthy designs in reference to us all, and-one has trouble in assuming an impartial air. I-can only say we-are all likely to-be much poorer for-this trouble. There-is a whisper today of a gathering of-labour leaders on-Friday; but-the rumour lacks verification, and-I-fear it-is untrue. Yours-truly, John Fuller.

(4) Mr. Peter Welsh. Dear-Sir, Your requisition for books, roller maps, stamps, etc., shall receive early attention. Some of-the books you-require are out-of stock now. However, I-shall get-the books as quickly as possible. I-regret to say I-have-no more copies of-the scholars paper you ask for. I request you to make your requisitions clearer again in-view of-the above position and also it-is troublesome to decipher some of-them. Yours-faithfully, Ambrose.