www.long-live-pitmans-shorthand-lessons.org.uk
www.long-live-pitmans-shorthand-reading.org.uk
www.long-live-pitmans-shorthand.org.uk $\qquad$

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## FACILITY DRILL

Phrasing Book 1
Plain Joins
R Hook $\qquad$
L Hook
N Hook
F V Hook
Shun Hook

Based on Phrasing 2 page of
https://www.long-live-pitmans-shorthand.org.uk
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PDF Date: 18 July 2020





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## PHRASING BOOK 1

Circle S = is, his, as, has, us
1
PLAIN JOINS
it is, it is not, it was, it may be, it can have, it should be, it would not
of it, of them, of that, of her, of me, of our, of course
to do, to this, to have, to meet, to send, to stay, to reply
for this, for that, for you may, for many, for myself, for anyone
if we can, if they may, if you can, if you would, if no-one
and they, and this, and we, and I, and is, and there is, and be seen, and have done 2
should have, should be, should not be, should now, should there, should this, should we
on us/his, on which, on many, on your, on our, on this, on that, on their
but they, but we may, but must, but can we, but that, but that is, but this, but there
I have this, I do them, I do that, I shall be, I thank you, I think that you are, I know that we
you are, you would, you would be, you can, you go, you may, you the/should we can, we have, we shall be, we do, we may, we are

## 3

he is, he is not, he was, he cannot be, he may have, he may be pleased, he is unable
she is, she was, she will be, she may have, any more, in time, in any case they may be, they can be, they must, they thought we, they have, they do not, they just
this can have, this can be, this could not this may, this time, this does
that it, that they, that this, that may, that has been, that is not, that is never there are, there cannot, there can be, there was, there would have, there is, there is no one

## 4

have us, have that, have they/them, have not, have never, have you, have we seen
which is, which has been, this has not been, which we now, which cannot, which should have, which may have
had you, do you, had they, do they, had that, do that, had we been, do we know how can they, how may we, how many, how long, how are
why it, why does, why they, why have we, whether it is, whether they, whether there are
who can, who gives, who goes, who was who is, who would be, who must, who should have
5
with it, with which, with them, with these, with thanks, with that, with whom, with us
when it, when do you, when they, when this, when that is, when have we, when we, when is
what it, what does, what was, what have we, what may, what can they, what would be, what is
would have, would never, would not be, would say, would respond, would go, would the, would his
as it, as it is, is it, as this, is this, as that, s that, as they may
please take, please have, please do not, take place, taking place, taking away

## PHRASING BOOK 1

6
of those, of this, of these, in much, in which, in each, I talk, I take, I took
of those towns, of this town, of these towns, in much the same, in which you may have, in each of them
yours truly, take care, in this way, balance sheet

## R HOOK

appear, to appear, it will appear, it appears that, they appeared
park, car park, central park, local park board, electricity board, medical board, local board, your board, board of directors

## 7

part, on your part, on our part, for my part, take part, taking part, various parts far, so far, so far as, insofar as, too far, how far
very far, by far the most, by far the worst, force, into force
forth, set forth, so forth, put forth
are, they are, and they are, for they are, if they are, they are not
our, in our, in our way, in our opinion, in our world

8
assure, to assure us, I can assure you, we can assure you
please be assured, we are assured, you may rest assured
corps, army corps, air corps, diplomatic corps, medical corps, medical care
per, per minute, per month, per mile, per kilogram
per cent, per annum, per dozen
in our reply, in our hands, it is in our interests, it is in our own interests
order, in order, in order that, it is in order that, seems to be in order
in order to, in order to have, in order to be, in order to be
Rate, at any rate, right, downright
occur, it occurs to me, it has occurred, it has occurred to me, it occurred to us
agree, it is agreed, purchase agreement, disagree
in this direction, vice chairman, I am surprise, we are surprised
10
L HOOK
all, at all, at all costs, by all means, by all accounts, by all counts
for all, in all, in all events, in all cases, in all circumstances, in all instances, in all respects
in all ways, in all their ways, in all other ways, on all sides, on all occasions
only, if only, it is only, we have only, it may only
I have only just, we have only just, I am only, I may only speak
can only be, I can only assume, will only be, my only objection
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## PHRASING BOOK 1

## 11

unless, unless we have, unless and until, until and unless, unless there is
fellow, fellow members, fellow students, fellow citizens, fellow creatures

## N HOOK

take on, taking on, carry on, carried on, carrying on, going on
your own, our own, their own, very own her own, his own, my own, mine
more than, any more than, no more than, little more than, higher than, wider than, better than
bigger than, greater that, larger than,
sharper than, fewer than, lower than, smaller than

## 12

longer than, stronger than, sooner than, quicker than, poorer than, clearer than rather than, later than/on, any later than, no later than, shorter than, further than/on, farther than/on
have been, I have been, we have been, they have been, there will have been, would not have been, usually been
had been, we had been, already been, only been, recently been, definitely, certainly been
have been expecting, have been known, have been received, may have been, it has never been, has it ever been
it has been, it has not been, he has been, she has been, there has been, you have been

## 13

been received, it has been required, it has been said, it has been delivered, it has been suggested
been there, I have been there, we have been there, will have been there, they have been there, therefore been
she has been able to, he has been able to, which has been made, which have been made, you have been made
would have, would have been, they would have been, seems to have, seems to have been
must have, must have been, it must have been said, it must be said
will not, I will not, you will, it will not be, he will not be, which will not, they will not

## 14

they will not be, we will not, this will not definitely not, certainly not, I am certainly not, almost certainly not definitely been, definitely not been, certainly been, certainly not been
I am not, I am not quite sure, may not, you may not be, it may not be, they may not be, which may not
you will not, you are not, were not, you were not, or not, whether or not, whether it is nor not
has it not, has it not been, is it not, would it not, would it not be
they are, there are not, and they are not, but they are not, for they are not, I think they are not

15
are not, was not, shall not, we shall not, I shall not, shall not be, shall not have have not, we have not, they have not, you may have not, he may have not we are not, we were not, they were not these were not
hand, either, other, on either hand, on the other hand, on their own

## FV HOOK

out of, plenty of, quality of the, photo of the, side of the, inside of the, people of member of, number of, tell of, much of, which of, each of, each of us

## PHRASING BOOK 1

## 16

call of/off, equal of, school of, care of who of, who of us
speak of, principle of, doctor of, delivery of, out of their, rid of their
part of, report of, in support of, sort of, some sort of, all sorts of
in spite of, instead of, present state of, high state of, state of affairs, state of things
rid of the, rate of, rate of interest, rate of exchange
top of, group of, pack of the, take care of 17
much of the, which of/have the, each of the, which of them, which of this, each of these, each of those
set off/of, get off, better off, paid off, take off, take off his, takes off
tick off, write off, slip off, wipe off, check off, log off
you have, you have not, you have been, for you have, if you have, do you have, which you have, that you have
you have us/his, when you have, what you have OR what would have, would you have, who have, who have been, who have done
those who have not, those who have never been, ought to have, ought to have been, which have, we have

## 18

afternoon, Monday afternoon, yesterday afternoon, this afternoon
evening, Sunday evening, yesterday evening, this evening, tomorrow evening event, at all events, in which event, in such events
effect, into effect, take effect, right effect, side-effect, defect
part, part of, part of the, great part (of) great part of the, for the most part
take part of the, small part of the, latter part of the, major part of the
number, number of, number of the, great number of the, small number of the
large part (of), large part of the, large number of, large number of the, small part of the

## SHUN

ocean, Atlantic Ocean, Pacific Ocean, Arctic Ocean, Indian Ocean, Southern Ocean
section, in this section, in some sections, occasion, on this occasion, on which occasion
information, for your information, for their information, further information association, political association, medical association, football association, articles of association

## 20

conversation, telephone conversation, private conversation, confidential conversation
taxation, direct taxation, indirect taxation, position, in position, I am not in a position
decision, final decision, official decision financial decision, unanimous decision
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