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### TIFS TO TYFISTS

In the past few issues of the KEYNOTE we have heard reports on speed building in shorthand. We have become conscious of shorthand tes, brief forms and short cuts. But what about its companion, pewriting? Shorthand is valuable only when it is transcribed and placed in a form that anyone may read. Here is a simple suggestion that may help you in building speed in your typing.

Not long ago, while making a trip by train, I shared my seat with an Army captain. Attracted to some studying I was doing, he informed me that he was an instructor of commercial subjects in an Army camp. Immediately I became interested in his methods and he described somewhat in detail how the Army teaches typing. Before entering the Army he had been a teacher in a public school and had learned something about methods of teaching from the Army that he expected to carry back into his school when he returned to civilian life.

It seems that in two months a student will master the principles of typing and have a speed of about forty words, many of them higher, and some have been known to write at a rate of sixty words per minut at the end of the nine to twelve weeks' period.

Impossible, you say! Well, here is how they do it. They disregard all lesson plans and drills and as soon as a student becomes familiar with the keyboard he begins to practice for speed. Of course, accuracy is essential too, but that will come with practice. The student is given a copy to practice and writes the first word several times; then writes the second and the third, and then the combination of the three. When he becomes familiar with the phrase he will add another word and then write the longer phrase. As he adds word by word, always starting back at the beginning, he naturally will be able to write the familiar part at a rapid rate of speed. After some time of practice he is able to write a whole paragraph at a very high rate of speed. The student's fingers become nimble with this activity.

This method also builds a typing vocabulary, and practiced words in unfamiliar material enable the student to speed along. The captain said that after some time of practice in this manner there are ery few words that are not familiar. Why not try this speed building wethod and see if it improves your typing?

-- Verna Slate

N. B. AND REPORT BACK TO US. - Ed.

# ALL THE FLOORS

Cherry blossoms, forsythia, magnolia, daffodils! Spring fever: derlust! And - - -

Ellen Franklin sipping off by air to Evansville, Indiana; Nashville and Fountain Head, Tennessee; Decatur, Georgia; and Jacksonville and Sanford, Florida.

The Truitt twins off to New Mexico for a month, traveling by train via Wisconsin.

Marion MacNeil reports a pleasant two weeks in Memphis, Tennessee.

Verda Trickett is still walking on air after spending a blissful five days with her husband in Takoma Park and Charleston, S.C., before he sailed on another trip across the Atlantic.

Miss Ginther spent some of her vacation recently in Nev ... rk visiting her niece in Peekskill and spending a few days in the city. Says she saw all kinds of weather!

Irs. Florence Foreman recently spent a few days visiting friend. In Ohio.

Esther Petty visited in Trenton, N.J., on a recent weekend.

The Seminary library staff was well represented at the Tidal Basin, at least 75% of them enjoying the beautiful Japanese cherry blossoms.

"e know of several other parties who visited the same spot --- too many to list here.

Mabel Towery enjoyed a super-special celebration of her birthday by spending a weekend with her husband, Capt. Towery, in Atlanta. Mabel reports seeing Esther Maas-Mallernee while there. Esther's husband has recently been discharged from the Army.

Birthdays were specialties in the Missionary Volunteer Department Gring March. Jewel Hatcher and Grace Coyle celebrated -- on ice cream and cake, around Elder Bond's desk. Jewel has also been singing over WRC Sunday mornings with the "Songs of Lejesty" chorus, under he direction of Minnie Iverson-Wood.

You should have seen the look of surprize on Edith Geymet's ace when Mary Jane served a very delectable birthday supper and erward presented some pretty and useful gifts. Keepers enjoying this with her were: Mary Jane Dybdahl, Hazel Shadel, Evelyn fells and Elsie Argent.

Juanita Moffitt has made many of us green-eyed with her recital of the wonderful program she attended at the Dmitrieff tudio. She received a special invitation to this exclusive achmaninoff Memorial performance. Juanita also was presented with a free BOX ticket to hear Bach's Magnificat and Brahm's Recuiem, sung by the Washington Choral Society in Constitution Hall. Lucky Juanita:

The secuel to a Februarv news note: Marion Nyman has been broudly exhibiting a beautiful, completed afghan; Louise Meyer is still hopefully progressing on hers; and Marilyn?---Who wanted an afghan anyway,--unless, of course, mother can find time to finish it.

Esther Benton, while "storing" Zippie's folding organ, is seranading all the neighbors in the immediate community.

Erna Borm and other Keepers have been busy carrying messages and elicacies to the sickroom of Grace Amadon, who has had a long siege of illness. Miss Amadon is now in the sanitarium, where, we hope, amid springtime birds and flowers, she will find her health and strength ouickly restored. Let's all do something to cheer her up.

It's the Nurses' Draft Bill that has the medical department all excited. Misses Burnett and McCormick have been attending the hearings in the Senate Military Affairs Committee. The final status of the bill is still uncertain -- but it'll probably mean that married or otherwise, the nurses go to war! Keep well, Keepers, for there'll be no nurses around here if you get sick.

The Keepers of the Keys were well represented at the annual meeting, March 5, of the Washington Chapter of Ermanuel Missionary College Alumni, by Marjorie Marsh, Jewel Hatcher, Dorothy Greeley, Shirley Swinyar, Alice Fagerstrom, Emma Howell, T. Rose Curtis, Verda Trickett, ie "inesinger, Esther Carterrette, Louise Surface and Hazel Peter. Several of the illustrious gentlemen of the office are also E.M.C. Alumni, but don't have the honor of beeing Keepers of the Keys, so we ean't list them here.

## "MARCH" SHOWERS

Stork: Little gifts, large gifts, practical gifts, dainty gifts, oft, fluffy gifts, --- gifts of all kinds for all occasions, until dna Helms exclaimed the shower had become a cloudburst. Zippie nklin and Alice Fagerstrom found the "joys" of parenthood so bewilering they were glad to hand over the responsibilities to Edna. Dainty and decorative refreshments in blue, pink and white climaxed a host enjoyable occasion. Hostesses: Evelyn Wells, LaVerne Gase, Genevieve Nelendy, Grace Coyl, Elsie Minesinger, Margie Kemmerer.

Bridal: The Misses Sue Summerour and Lois Bowen gave a bridal shower for Esther Carterette at Mrs. Fullerton's residence, March 18. Is ther was delighted with the pretty packages and the beautiful gifts they contained, and everyone enjoyed the entertaining program. Among those present were the following Keepers: Marilyn Oates, Verda Trickett, Christine Rutledge, Esther Benton, Elizabeth Lemon, Shirley Swinyar, Jean Freeman and Genevieve Melendy.

Palms and candles combined with Lizst and Mendlessohn music and the singing of the canaries made a delightful setting when Esther became the bride of Midshipman Max Trummer, U.S.N.R., in the Little Church of Fort Lincoln on the evening of March 25. Elder D. E. Rebok read the service and a reception was held afterwards at the home of Mrs. Fullerton, after which the happy couple left for Chicago.

\* \* \* \*

The mystery is solved, the tension is eased -- at least in part. That mystery? What tension? Didn't you read the editorial in the March KEYNOTE?

Anyway, there was a decided Oriental flavor to the Keepers' party in the Review and Herald chapel the evening of March 13, emphasized by the ushers, hostesses, and "contributors" in Chinese costumes, the 'play" depicting the reopening of a school in devastated China, with ts "none-too-subtle" suggestion that the Keepers take unto themselves mission project of rehabilitation, for which funds should be raised solely by the ingenuity of the individual members in earning extra oney." To this end there was displayed on a table at the back of the el a number of samples of various girls' handiwork -- from stuffed pies and baby's bibs to crocheted fascinators, aprons, hot dish mats, "spattered" letter paper. Oh, yes, and in true Chinese fashion (believe it or not), ice cream and cookies were served, and a good time was had by all.

A committee was appointed to study further into the possibilities and prospects of our own rehabilitation project, and you'll be hearing from them ere long. Meantime, be thinking what you can do to earn an extra penny --- or hundred dollars!

To Mrs. Eleanor Cuigley, a newcomer in the Home Missionary Department, where she is working temporarily pending a transfer to the Seminary office staff. Her husband is a theological student at Washington Missionary College.

To Elora Mays, formerly a student at "ashington Missionary College, now a full-time worker in the Home Study Institute.

Christine will have company on the trip, for Esther Adams has also accepted a call to work in California - at the union office in Glendale. Esther, too, has a brother at E.M.C., and both girls have worked in the Department of Education as well as the Inter-American Division office, so they'll have much in common all the way. He congratulate the girls on arriving in California at this season, but rember this spring in Takoma Park -- it's beautiful! Come back and e us sometimes.

#### ALUINI CORNER

Helen Stolz-Porter--Proudly announces the birth of a 7 lb. 10 ounce boy, Richard Alfred, on March 28, at Leland Memorial Hospital. Visiting hours, 3-4 and 7-8. Do drop in. The baby does not have red hair.

Eleanor Baer who worked with us last year rewriting a denominational home nursing textbook, has accepted the position of instructor of nursing arts at the Boulder-Porter Sanitarium and Hospital School of Nursing.

Dorothy Johnson Steinman, in Lima, Ohio, save they are greatly enjoying their evangelistic work. Just now she and her husband are busy from morning till night helping six churches reach their Ingathering goals.

Lynelle Draughon is vacationing at her home in Jackson, Miss. She will also take a trip to Florida. Lynelle says, "I'm trying to have a good rest; didn't realize how badly I needed it."

Matilda Wyatt has the pleasure of looking after two sweet little Chinese babies in Silver Spring, having volunteered to help a friend who is in the hospital.

Gwyneth Thompson, who was connected at one time with the Missionary Volunteer Department, and more recently employed by an insurance company in Washington, is now located at Newark, N.J., continuing in the same line of work.

Betty Canon seems to be happy in South America. Making curtains and fixing up her apartment, keeping house, taking three Spanish lessons a week, besides some other study, we wonder if she has any time left for work in the office.

#### THE KEYNOTE

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ditor: Elsie M. Argent ssociate: Dorothy M. Ford rtist: Dorothy Greeley Typists: Mery Staalmen, Zipple Franklin Printers: Mintie Truitt, Tlaing Shull