

Magnum Steno

Beginning Theory

Fourth Edition

By Mark Kislingbury



TABLE OF CONTENTS

CHAPTER	DESCRIPTION	PAGE
Acknowledgements	Acknowledgements	
Preface	Book Preface	
Keyboard	Keyboard Image	
Guide	Student Reference Guide	
Introduction	Introduction to the Steno Keyboard	1
Chapter 1	S-, *, -T, A, AEU, T-, -L, -S, RHPE	5
Chapter 2	E, P-, -P, O, RHPE	11
Chapter 3	U, EU, K-, RHPE	15
Chapter 4	-D, -Z, RHPE	21
Chapter 5	R-, -R, Philadelphia Shift , RHPE	25
Chapter 6	H-, -B	31
Chapter 7	-F, W-, RHPE	37
Chapter 8	-G, AEU, AOE, RHPE	49
Chapter 9	AOU, AOEU	57
Chapter 10	OE, OU, OEU	61
Chapter 11	AO, AU, RHPE	67
Chapter 12	-G for ~ing	71
Chapter 13	TK-, RHPE	75
Chapter 14	TP-	79
Chapter 15	PW-, "the" Phrases	83
Chapter 16	PH-	89
Chapter 17	HR-	93
Chapter 18	TKPW-, SKWR-, RHPE	97
Chapter 19	TPH-, STKPWHR-	101
Chapter 20	*F, -PL, RHPE	107
Chapter 21	-PB, RHPE	119
Chapter 22	-PBLG, SR-, RHPE	131
Chapter 23	-BG, -BGS, RHPE	139
Chapter 24	KW-, KWR-, RHPE	149
Chapter 25	RHPE	155

TABLE OF CONTENTS

CHAPTER	DESCRIPTION	PAGE
Chapter 56	Political Terminology	323
Chapter 57	*S for common -est sound	329
Chapter 58	RHPE	333
Chapter 59	RHPE	337
Chapter 60	Phrases with can't, don't, didn't, couldn't, doesn't	347
Chapter 61	RHPE	355
Chapter 62	RHPE	359
Chapter 63	RHPE with these, those, etc.	365
Chapter 64	Q&A extension, RHPE	371
Chapter 65	Family Relationships	375
Chapter 66	Years in One Stroke	379
Chapter 67	RHPE	403
Chapter 68	RHPE	407
Chapter 69	Time of day, O'clock	411
Chapter 70	Speaker Identification	417
Chapter 71	RHPE	421
Chapter 72	RHPE	427
Chapter 73	RHPE	431
Chapter 74	Geographical Names	435
Chapter 75	RHPE	441
Chapter 76	RHPE	447
Chapter 77	Common Prefixes and Suffixes	451
Chapter 78	RHPE	453
Chapter 79	RHPE	459
Chapter 80	RHPE	465
Chapter 81	RHPE	469
Chapter 82	RHPE	473
Chapter 83	RHPE	479
Chapter 84	RHPE	483
Chapter 85	-ize ending with *Z	487

ACKNOWLEDGEMENTS

First I would like to thank God for all His gifts He has given me and to other court reporters.

I also would like to thank the following people; without their contributions, this book would be significantly diminished:

Carol Federspill, who, with an incredible work ethic, toiled all night long several times in order to meet deadlines for this book, and who personally manipulated every single word in the book.

Melody Among and Clay Frazier, amazing young people who epitomize the coming generation of court reporters, who embraced my theory and offered numerous valuable improvements.

I would also like to thank my fellow court reporters and all who work at the NCRA and other state organizations who have labored tirelessly for decades to further this profession that we all love. Without their work, this profession might not exist today.

Humbly,

Mark Kislingbury
July 2014

PREFACE

Court reporting is a wonderful profession. To those of us who love it, it is a supreme challenge, never easy, yet educational, and ultimately rewarding and fulfilling.

I believe that professional court reporters are gifted by God to be able to do this difficult work, in the same way a professional pianist is gifted by God. Not everyone has the gift, as is evident from the very high dropout rates in court reporting schools.

To brief or not to brief? This has been a debate ever since there has been shorthand. Of course there is "short" in "shorthand," but some shorthand is more short than other shorthand! Top-notch court reporters throughout history have been on both sides of this debate.

I have become a firm believer in short writing - and the shorter, the better! In fact, I believed this so much that I was willing to "put my money where my mouth is": In 2002 I announced I would go for a Guinness World Record of 360wpm. Falling short on my first attempt in 2003 (92.5%), I tried again in 2004 and achieved success, 360wpm for one minute at 97.22% accuracy.

I did this (with the help of God, no doubt!) so that I might prove that writing short gives incredible speed benefits.

I do not intend to rehash the debate here. I only intend to say that I am absolutely certain that it is better to write shorter than longer, and that the shorter one writes, the faster one may become. The math bears this out, and I am ready at any time to demonstrate that to interested parties.

I am also absolutely certain that the "write-everything-out" theories that have been taught to the vast majority of court reporting students over the last 25 years have done great damage to the court reporting profession.

Why? Because

(1) while proponents of such theories claimed that this was the best way to do realtime, the opposite was true; most people who write everything out find accurate realtime to be out of their grasp, thus it had the effect of producing very few realtime writers at a time when the profession needed them most;

(2) writing everything out causes speed diminishment from 20 to 40%, thus students who write everything out lose speed and even fewer graduate than before! This has resulted in so few students graduating that, today, more court reporters are retiring each year than are graduating.

INTRODUCTION

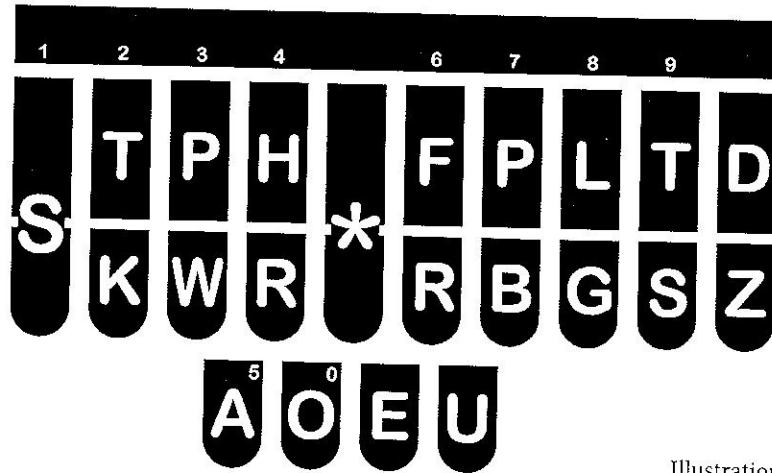


Illustration 0-1

One of the first things you will notice about your steno keyboard is that there are no letters, numbers, or markings of any kind on the keys. Regardless of what type of steno machine you use or whether it is a student or professional model, the keyboard will always be blank. Shown above is an illustration of what each key represents. Additional information on the structure of the keyboard is contained on the following page.

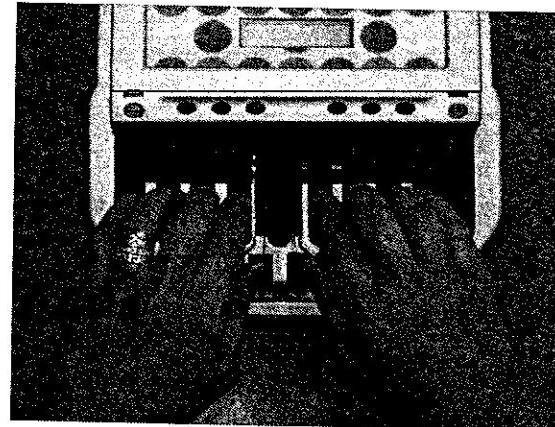


Illustration 0-3

When preparing to write, the resting position for your fingers should be on the crack between the upper and lower banks. Your left thumb should rest lightly on the AO vowel keys, and your right thumb should rest lightly on the EU vowel keys.

Note that if you are using the LightSpeed machine (as Mark does), you will have to learn to not rest your fingers due to the high sensitivity of the keys.

You should not pound when you write, but rather stroke as lightly as possible where the stroke can still be called 'firm'. When a situation requires the asterisk (*) key to be stroked, this should always be done with your right index finger. If you are using the LightSpeed, try to write with the least effort necessary to get the keys to register. This habit will save your hands from repetitive stress injuries when reporting for long hours.

Mark recommends to court reporters and students that they try to use machines that have a very short stroke depth and low key tension (meaning, easy to depress the keys). This will result in less wear-and-tear on your body.

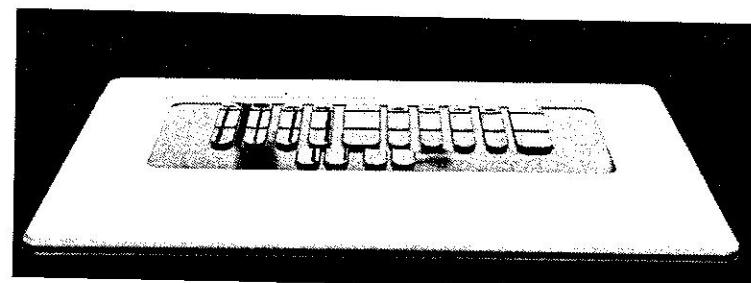


Illustration 0-4

Mark's favorite machine as of the time of this writing is the LightSpeed. He has used it for 13 years and absolutely loves the super-light touch, which allows for the most efficient, minimized finger motion and also promotes writing comfort and career longevity.

CHAPTER 1

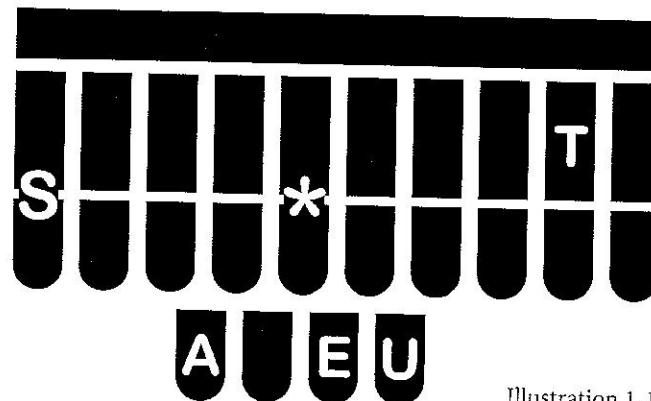


Illustration 1-1

NEW KEYS

Initial S	S-	Final T	-T
Asterisk	*	Letter A	A
EU Vowels	EU		

WORDS

a	AEU	eight	AET
at	AT	say	SAEU
ate	AEUT	sat	SAT

BRIEFS

is S-
the -T
and SKP-

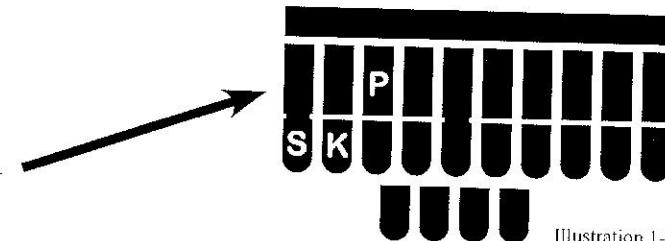
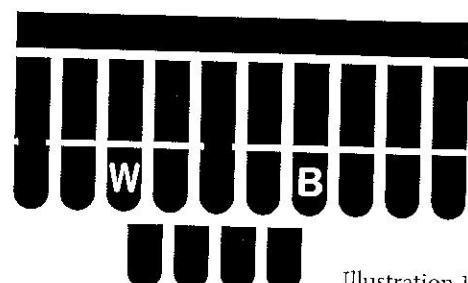


Illustration 1-2

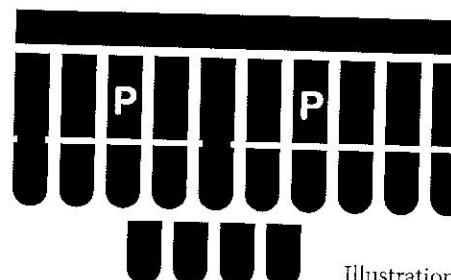
PUNCTUATION



Comma (,)

Illustration 1-4

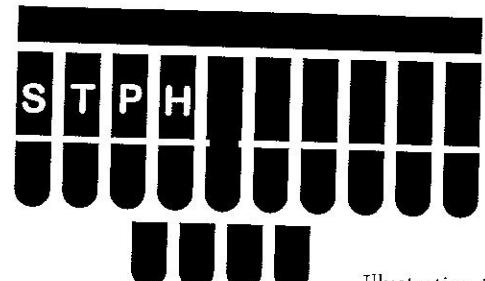
W-B



Period (.)

Illustration 1-5

P-P



Question Mark (?)

Illustration 1-6

STPH-

PUNCTUATION PRACTICE:

Is the sat a sat?
As the sat, the sat is.
The sat is.
Is the sat at the sat?

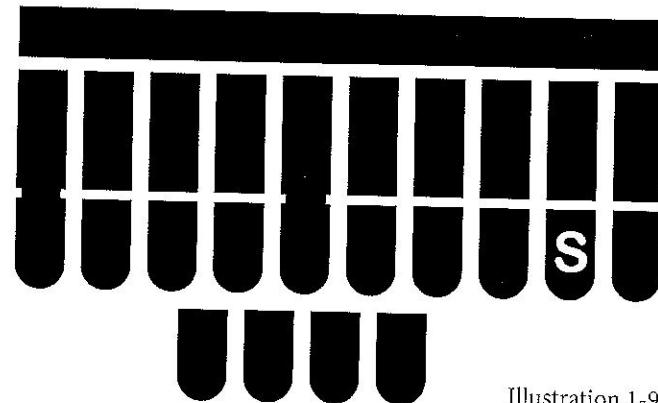


Illustration 1-9

NEW KEY

Final S -S

WORDS

sass	SAS	stat	STAT
salts	SALTS	stats	STATS

Right-Hand Phrase Ender

~it is -TS

You will be able to use the -TS in many phrases that end in "it is."

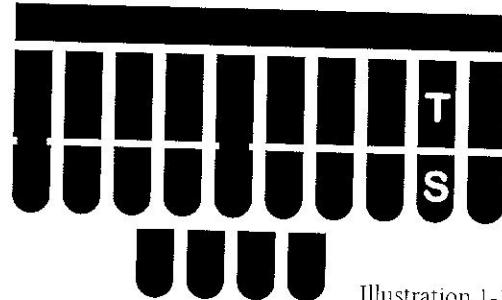


Illustration 1-10

PHRASE

it is	-TS
and it is	SKP-TS

CHAPTER 2

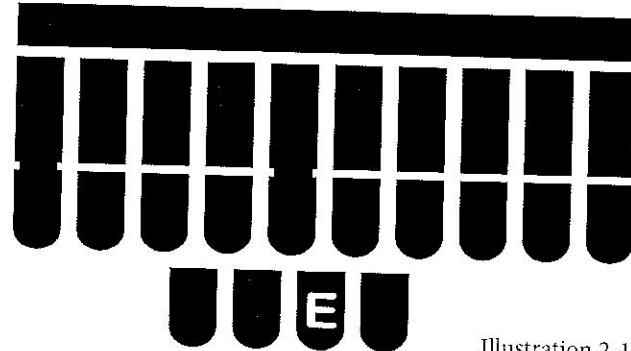


Illustration 2-1

NEW KEY

Letter E

E

WORDS

sell	SEL
set	SET
sets	SETS

tell	TEL
Tess	TES

BRIEFS

he	E
city	STE

Right-Hand Phrase Ender

~is	-S
-----	----

PHRASES

he is	ES
he will	EL
is he	SE
as he	S*E
at the	TE

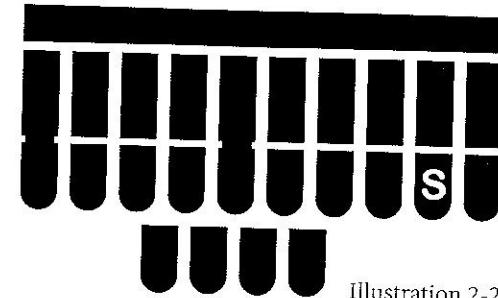


Illustration 2-2

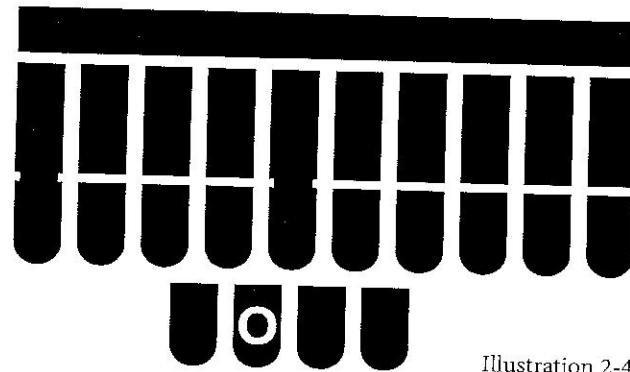


Illustration 2-4

NEW KEY

Letter O O

WORDS

poll	POL
pop	POP
pot	POT
pots	POTS
so	SO
spot	SPOT
spots	SPOTS
stop	STOP
to	TO
toll	TOL
top	TOP

BRIEFS

on	O
opposite	OP
positively	PO/-L

CHAPTER 3

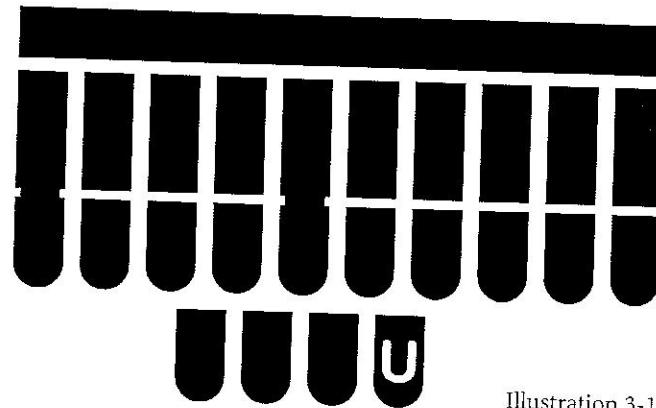


Illustration 3-1

NEW KEY

Letter U

U

WORDS

pull	PUL	puts	PUTS
pulse	PULS	up	UP
pus	PUS	us	US
put	PUT		

BRIEFS

you	U
success	SUS

Right-Hand Phrase Ender

~us -s

PHRASES

you will	UL	to you	TOU
and you will	SKPUL	to us	TOUS
as you	S*U	and you	SKPU
tell you	TUL	and us	SKPUS
tell the	TELT	at you	TU
tell us	TELS	at us	T-S

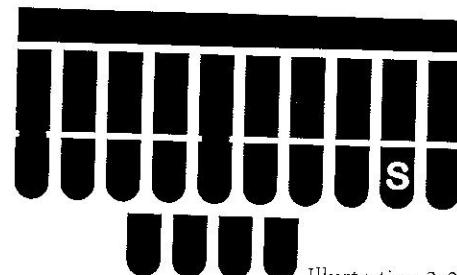


Illustration 3-2

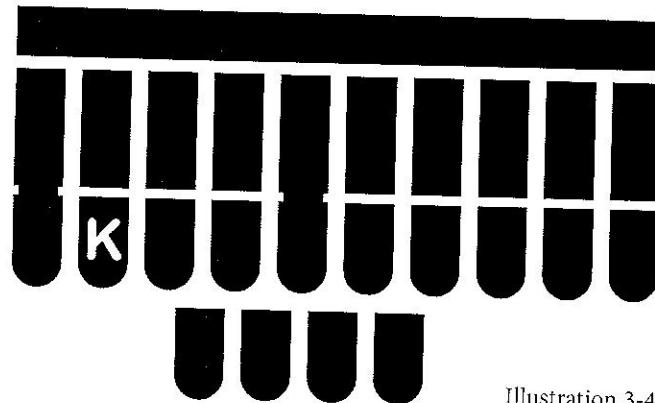


Illustration 3-4

NEW KEY

Initial K K-

WORDS

cap	KAP	cup	KUP
cat	KAT	cut	K*UT
cats	KATS	kept	KEPT
colt	KOLT	kill	KEUL
colts	KOLTS	skill	SKEUL
cop	KOP	skip	SKEUP
cot	KOT		
cots	KOTS		
cull	KUL		

BRIEFS

can	K-
ask	SK-
capital	KAPT
company	K-P
copy	KOEP
could	KAO

WORD PAIRS

can you tell	KUT	it's	EUTS
cut	K*UT	its	ETS
		it's the	*EUTS
copy	KOEP		
cope	KO*EP	can you say	KUS
I will	EUL	cuss	K*US
ill	*EUL		

ADDITIONAL BRIEF

but TKPWHR-



PHRASES

but he	TKPWHRE
but I	TKPWHREU
but the	TKPWHR-T
but it	TKPWHR*T
but it's	TKPWHREUTS
but you	TKPWHRU
but it is	TKPWHR-TS
but he will	TKPWHREL

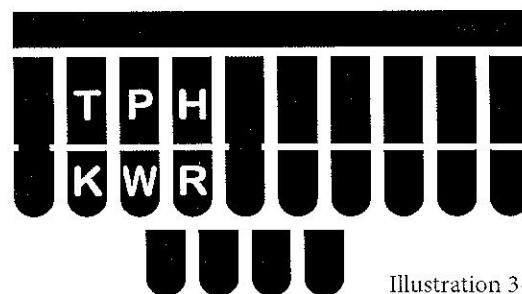
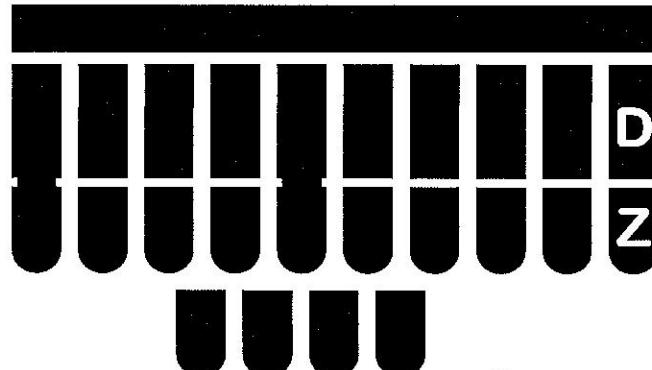


Illustration 3-7

CHAPTER 4



NEW KEYS

Illustration 4-1

Final D -D
Final Z -Z

★ Rule

If it sounds like a "Z", write -Z.

★ Rule

Use -Z for all plurals except for words that end in "TS", such as rats, cats, starts, etc.

WORDS

aces	AEUSZ	kills	KEULZ
aid	AEUD	kisses	KEUSZ
aided	AEUTD	old	OLD
add	AD	pace	PAEUS
adds	ADZ	paces	PAEUSZ
added	ATD	pad	PAD
as	AZ	pads	PADZ
capped	KAPD	paid	PAEUD
caps	KAPZ	pail	PAEUL
case	KAEUS	pals	PALZ
cases	KAEUSZ	passes	PASZ
catapulted	KAT/PULTD	pays	PAEUZ
catapults	KAT/PULTS	pelted	PELTD
cold	KOLD	polled	POLD
cops	KOPZ	pulled	PULD
cuts	K*UTS	pulls	PULZ
kid	KEUD	sad	SAD
kids	KEUDZ	salted	SALTD
killed	KEULD		



Right-Hand Phrase Ender

~had

-D

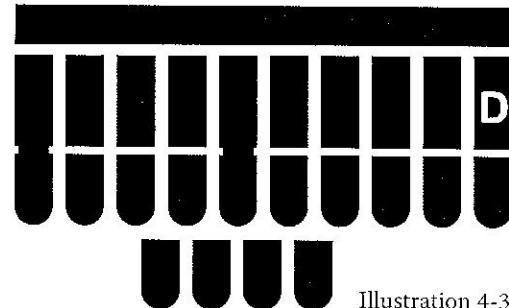


Illustration 4-3

PHRASES

I had	EUD
and had	SKP-D
and I had	SKPEUD
he had	ED
you had	UD
and you had	SKPUD
and it had	STKP-D
and it says	STKP-SZ
and he says	SKPESZ

but it	KPWHR- or TKPWHR*T
but it had	KPWHR-D
but it will	KPWHR-L
but it says	KPWHR-SZ
but he says	TKPWHRRESZ



Right-Hand Phrase Ender

~see

-Z

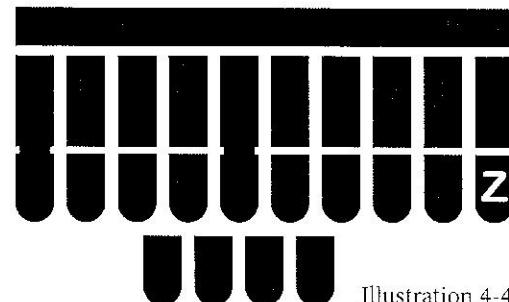


Illustration 4-4

PHRASES

I see	EUZ
you see	UZ
to see	TOZ
can you see	KUZ
could see	KAOZ
could you see	KAOUZ
and I see	SKPEUZ
but you see	TKPWHRUZ

CHAPTER 5

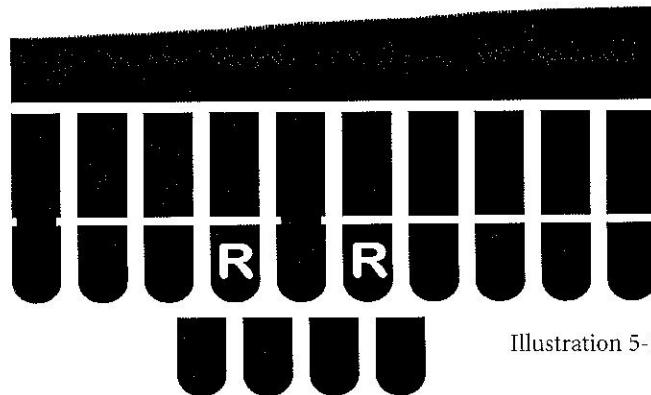


Illustration 5-1

NEW KEYS

Initial R R-
Final R -R

WORDS - INITIAL R

rail	RAEUL	crosses	KROSZ
rails	RAEULZ	crud	KRUD
raise	RAEUZ	pearl	PERL
rapt	RAPT	prep	PREP
race	RAEUS	prepped	PREPD
raise	RAEUZ	press	PRES
raises	RAEUSZ	presses	PRESZ
races	RA*EUSZ	prod	PROD
raised	RAEUSD	prods	PRODZ
raced	RA*EUSD	scale	SKAEUL
rat	RAT	scales	SKAEULZ
rats	RATS	scrapped	SKRAPD
ratted	RATD	scraps	SKRAPZ
razz	RAZ	script	SKREUPT
razzes	RASZ	scripts	SKREUPTS
read (short e)	RED	scripted	SKREUPTD
red	R*ED	Spratt	SPRAT
rid	REUD	spray	SPRAEU
rip	REUP	sprayed	SPRAEUD
ripped	REUPD	spread	SPRED
rips	REUPZ	straight	STRAEUT
roll	ROL	strap	STRAP
rolled	ROLD	strapped	STRAPD
rolls	ROLZ	straps	STRAPZ
crass	KRAS	strep	STREP
crepes	KRAEUPZ	stress	STRES
crept	KREPT	stresses	STRESZ
cross	KROS	strip	STREUP

BRIEFS - CONTINUED

certified	SERD	period	PERD
certifies	SERZ	practice	PRA
certificate	SERT	practiced	PRAD
consider	K-R	prepare	PR-P
considerate	K-RT	pressure	PRUR
contract	KR-T	pretty	PRET
contractual	KR-LT	proper	PRORP
contractor	KR-RT	properly	PRORPL
subcontractor	SKR-RT	propose	P-RP
subcontract	SKR-T	proposal	P-RPL
correspond	KOR	purpose	PURP
correspondence	KORS	purposely	PURPL
correspondent	KORT	radio	RAO
correspondents	KORTS	railroad	R-R
err	*ER	rather	RAER
erred	*ERD	ready	RAED
error	R*ER	realize	R-L
errors	R*ERZ	recall	-RL
early	ERL	record	RORD
increase	KRES	regard	RARD
increased	KRESD	regardless	RARLS
increases	KRESZ	release	R-LS
incur	KRUR	released	R*LS
incurred	KRURD	rely	R*L
industry	STREU	represent	REPT
industrial	STREUL	resource	ROURS
order	ORD	result	RULT
orders	ORDZ	salary	SARL
ordered	ORTD	secret	SKRET
parcel	PARLS	secretly	SKRELT
participate	PARP	secrecy	SKRES
participant	PARPT	senior	S-R
party	PAERT	sorry	SOER
pepper	PERP	story	STOER
percent	PERS	stories	STOERZ
perfect	PER	were	-RP
perhaps	PRAPS		

-LS is a common suffix that stands for -less.



Right-Hand Phrase Ender

~recall

-RL

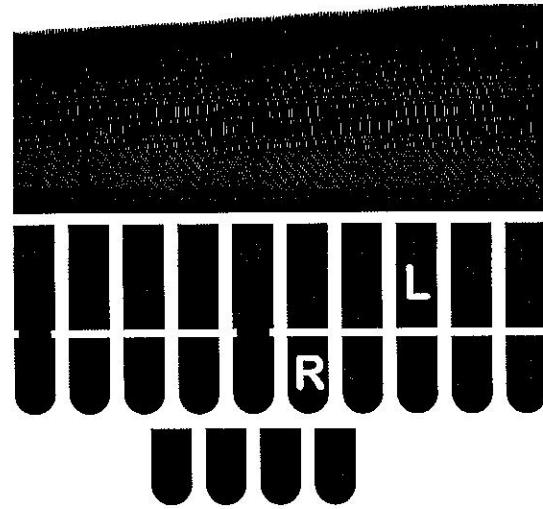


Illustration 5-3

PHRASES

~recall (-RL)

I recall	EURL
you recall	URL
can you recall	KURL

WORD PAIRS

alter	ARLT	perfect	PER
altar	A*RLT	per	PUR
center	STR-	purr	P*UR
central	STR-L		
sister	ST-R	prepare	PR-P
		propose	P-RP
correspond	KOR		
core	K*OR	purposely	PURPL
corpse	KORPS	purple	P*URPL
corps	KO*RPS		
		read (short e)	RED
industry	STREU	red	R*ED
century	STR*EU		
		realize	R-L
pepper	PERP	rely	R*L
perp	P*ERP		
		can you recall	KURL
		curl	K*URL

CHAPTER 6

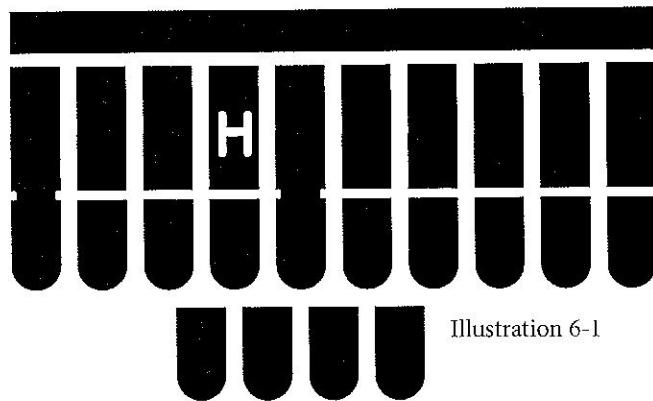


Illustration 6-1

NEW KEY

Initial H

H-

WORDS

halted	HALTD	chaps	KHAPZ
halter	HARLT	Charles	KHARLZ
hair	HAEUR	chart	KHART
hard	HARD	charted	KHARTD
hardly	HARLD	charts	KHARTS
hat	HAT	chat	KHAT
hate	HAEUT	chip	KHEUP
hates	HAEUTS	chop	KHOP
hated	HAEUTD	chore	KHOR
head	HED	she	SHE
heard	HERD	shell	SH*EL
heart	HAERT	ship	SHEUP
held	HELD	shirt	SHEURT
her	HER	shore	SHOR
hers	HERZ	shores	SHORZ
his	HEUZ	short	SHORT
hit	HEUT	shortly	SHORLT
hits	HEUTS	shot	SHOT
hold	HOLD	shut	SHUT
holder	HORLD	shuts	SHUTS
horse	HORS	their	THEUR
horses	HORSZ	theirs	THEURZ
hot	HOT	thread	THRED
hurled	HURLD	threaded	THRETD
hut	HUT	threat	THRET
huts	HUTS	thrill	THREUL
chap	KHAP	thriller	THREURL
chapped	KHAPD		

PHRASES - CONTINUED

that~

this~

that are	THAR	this is	TH-S
that he	THAE	this will	TH-L
that he had	THAED	this is a	#THAEUS
that he said	THAEsd	is this	STH-
that I say	THAEUS	is this the	STH-T
that I said	THAEUSD		
that is	THAS	<i>which~</i>	
that the	THAT	which he	KHE
that it	THA*T	which I	KHEU
that it is	THATS	which is	KH-S
that's a	THA*ES	which you	KHU
that says	THASZ	which you say	KHUS
that will	THAL	which you said	KHUSD
that you	THAU	which he said	KHESD
that you are	THAUR		
that you had	THAUD	<i>she~</i>	
that you say	THAUS	she is	SHES
that you said	THAUSD	she said	SHESD
that you see	THAUZ	she says	SHESZ
that I see	THAEUZ	she will	SHEL
that you were	THAURP		
at that	THA*		
is that	STHA		
is that the	STHAT		
is that you	STHAU		
is that he	STHAE		

WORD PAIRS

she had	SHED	heard	HERD
shed	SH*ED	herd	H*ERD
she will	SHEL	The first choice we go to on conflicts, or homophones (sound-alikes), is the asterisk.	
shell	SH*EL		
		had I	HEU
		hi	H*EU
		hello	H-L



Rule

Asterisk adds -y to words that end in an L sound.

BRIEFS

be	-B	obedience	OEUBS
able	AEUBL	observe	OEB
ability	ABLT	observes	OEBZ
abilities	ABLTS	observant	OEBT
acceptable	SEPBL	observance	OEBS
unacceptable	S*EPBL	observer	OERB
auto	AO	obtain	OBT
automobile	AOBL	obtained	OBTD
automobiles	AOBLZ	possible	POBL
considerable	K-RBL	possibly	PO*BL
considerably	K*RBL	possibility	POBLT
contribute	KR-BT	possibilities	POBLTS
contributed	KR-BTD	problem	PROB
contributes	KR-BTS	probable	PROBL
contributor	KR-RBT	probably	PRO*BL
establish	STAEB	probability	PROBLT
established	STAEBD	probabilites	PROBLTS
establishment	STAEBT	process	PROSZ
obey	OEUB	processed	PROSDZ
obeys	OEUBZ	public	PUB
object	OB	publicly	PUBL
objects	OBZ		
obedient	OEUBT		

PHRASES

<i>~be</i>		<i>~been</i>	
can be	K-B	had been	H-B
can it be	K*BT	has been	SHAB
could be	KAOB	has he been	SHAEB
should be	SHAOB	had you been	HUB
to be	TOB	had he been	HEB
had to be	THOB		
could it be	KAO*BT		

WORD PAIRS

acceptable	SEPBL	has been	SHAB
unacceptable	S*EPBL	shall be	SHA*B
observe	OEB	had you been	HUB
obey	OEUB	hub	H*UB

CHAPTER 7

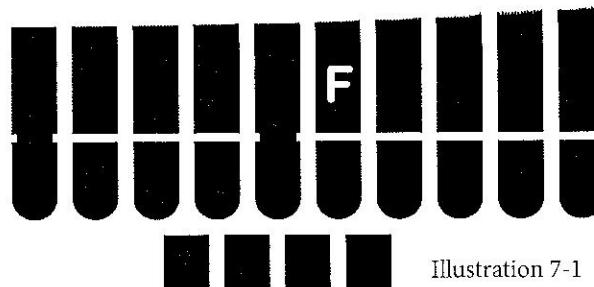


Illustration 7-1

NEW KEY

Final F

-F

WORDS

calf	KAF	stuffed	STUFD
cough	KOF	stuffs	STUFZ
coughed	KOFD	suffer	SUFR
coughs	KOFZ	theft	THEFT
craft	KRAFT	thrift	THREUFT
cuff	KUF	tough	TUF
half	HAF		
off	OF		
prefer	PREFR		
profit	PROFT		
refer	REFR		
referred	REFRD		
referral	REFRL		
riff	REUF		
rifraff	REUF/RAF		
rough	RUF		
safe	SAEUF		
safely	SAEUFL		
safety	SAEUFT		
self	SEFL		
soft	SOFT		
staff	STAF		
staffer	STAFR		
staffers	STAFRZ		
stiff	STEUF		
stuff	STUF		



Right-Hand Phrase Enders

~of	-F
~of the	-FT
~his	-Z

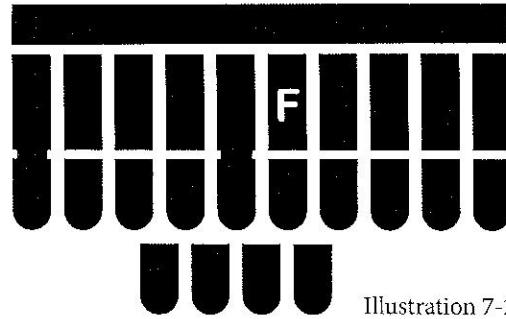


Illustration 7-2

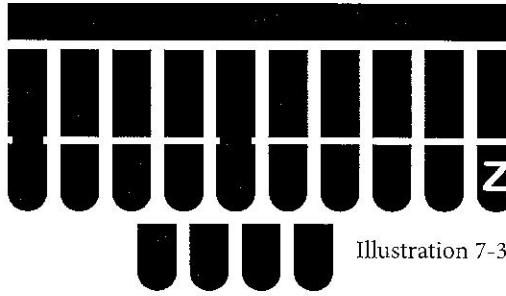


Illustration 7-3

PHRASES

of (-F)	
of a	AEUF
of the	-FT
of it	*FT --or-- T-F
of his	-FZ
of her	HEFR
of hers	HEFRZ
of that	THAF
of this	TH-F
of which	KH-F
ahead of	HAEFD
ahead of the	HAEFTD
as of	S*F
part of	PAFRT
parts of	PAFRS
top of	TOF
top of the	TOFT

was~	
was a	AEUFS
it was a	TAEUFS
<i>Other</i>	
off the	OFT
so far	SOFR
so far as	SOFRZ
sort of	SOFRT
sorts of	SOFRTS

Notice that we have added -D to be -the in this phrase. This is the first time you have seen this but there will be many more!

~of the (-FT)
part of the
parts of the

PAFRD
PA*FRS

In this case we add -the with the asterisk.



Use of "AE"

These are our first examples of using "AE." In this theory, AE is not a vowel sound. Rather, AE says to us: "This is a brief for a multisyllabic word." Later you will learn hundreds of AE words.

award	WAERD
aware	WAER
aware of	WAEFR
aware of the	WAEFRT
away	WAE

BRIEFS

with	W-	withhold	WHO*LD
whether	WHR-	worry	WOER
whether or not	WHRAO	worried	WOERD
weather	WHR*	worries	WOERZ
want	-PT	would	WAO
well	W-L	else	ELS
wells	W-LZ	elsewhere	WRELS
what	WHA	somewhat	SWHA
when	WH-	somewhere	SWR-
where	WR-	somewhere else	SWR-LS
whereas	WRAZ		
withdraw	WRAU		
withdrawal	WRAUL		
withdrew	WRAO*U		
withheld	WH*ELD		

CONTRACTIONS

what's	WHAES	whod	WHO*D
when's	WH*Z	who's	WHO*Z
where's	WR*Z		

PHRASES - CONTINUED

with~

with the	W-T
with it	W*T
with you	WU
with a	WA
with his	W-Z
with us	WUS
with regard to	WRARD
with regard to the	WRARTD

~worry

worry about	WOERB
worry about the	WOERBT
worry about it	WO*ERBT
worried about	WOERBD
worried about the	WOERBTD
worried about it	WO*ERBTD

Other

one of	WUF
one of the	WUFT
two of	TWOF
two of the	TWOFT
one of your	WUFR
one of our	WOUFR
that's a	THA*ES
that's the	THA*ESZ
what's the	WHA*ESZ
could it be	KAO*BT
would it be	WAO*BT
we had to	TWOED
we had to be	TWOEBD
on his	OZ
to his	TO*Z
at his	T-Z

"it" tucked in with "W"

what it was	TWHAFS
when it was	TWH-FS
where it was	TWR-FS
who it was	TWHOFS
whether it was	TWHR-FS
when it had	TWH-D
where it had	TWR-D
what it would	TWHALD
when it would	TWH-LD
where it would	TWR-LD
who it would	TWHOLD

WORD PAIRS

when our	WHOUR	who would	WHOLD
who you are	WHO*UR	withhold	WHO*LD
when he would	WHELD	whose	WHOZ
withheld	WH*ELD	who's	WHO*Z
wait	WAEUT	where do you	WRAOU
weight	WA*EUT	withdraw	WRAO*U
		to see	TOZ
		to his	TO*Z



Rule

Asterisk reverses words in phrases.

Examples:

where you were	WRURP
where were you	WR*URP
what you were	WHAURP
what were you	WHA*URP

when you were	WHURP
when were you	WH*URP
there were	THR-RP
were there	THR*RP
there are	THR-R
are there	THR*R



Right-Hand Phrase Enders

~want	-PT
~wants	-PTS
~wanted	-PTD
~want to	add O, or E if O used

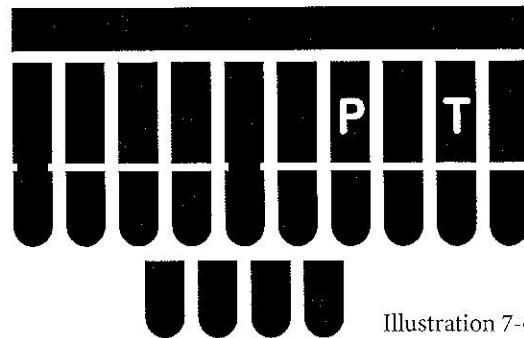


Illustration 7-6

PHRASES

~want (-PT)

I want	EUPT
you want	UPT
we want	WEPT
they want	THEPT
that we want	TWHAEPT

~wants (-PTS)

he wants	EPTS
she wants	SHEPTS
who wants	WHOPTS

~wanted (-PTD)

wanted	-PTD
I wanted	EUPTD
he wanted	EPTD
she wanted	SHEPTD
you wanted	UPTD
they wanted	THEPTD
what you wanted	WHAUPTD
what I wanted	WHAEUPTD
and we wanted	SKPWEPTD
that we wanted	TWHAEPTD

~want to (OPT)

to want	TOPT
want to	TO*PT
wanted to	TOPTD
I want to	TOEUPT
and I want to	SKPOEUPT
they want to	THOEPT
we want to	TWOEPT
you want to	TOUPT
you wanted to	TOUPTD
she wanted to	SHOEPTD
he wants to	TOEPTS
and he wanted to	SKPOEPTD



Right-Hand Phrase Ender

~is the

*S

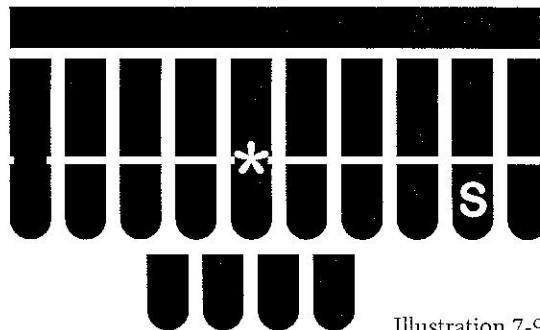


Illustration 7-9

PHRASES

~is the (*S)

this is the

TH*S

that is the

THA*S

what is the

WHA*S

when is the

WH*S

where is the

WR*S

who is the

WHO*S

she is the

SH*ES

which is the

KH*S

We do not do "he is the" because *ES
is our ~est ending as you will learn
later.



Right-Hand Phrase Enders

~would

-LD

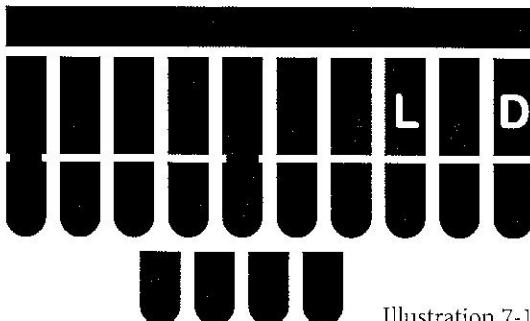


Illustration 7-10

PHRASES

~would (-LD)

I would

EULD

we would

WELD

and I would

SKPEULD

they would

THELD

he would

ELD

it would

T-LD

and he would

SKPELD

that would

THALD

that he would

THAELD

there would

THR-LD

you would

ULD

when you would

WHULD

that you would

THAULD

CHAPTER 8

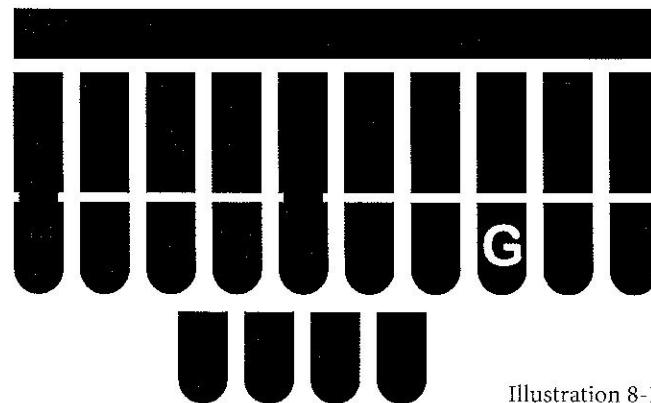


Illustration 8-1

NEW KEY

Final G -G

WORDS

cog	KOG	rag	RAG
cogs	KOGZ	rags	RAGZ
hag	HAG	rig	REUG
hags	HAGZ	rigs	REUGZ
hog	HOG	rug	RUG
hogs	HOGZ	sag	SAG
hug	HUG	swag	SWAG
hugs	HUGZ	swig	SWEUG
peg	PEG	swigs	SWEUGZ
pegged	PEGD	tag	TAG
pig	PEUG	tagged	TAGD
pug	PUG	tags	TAGZ

BRIEFS

agency	AEG	regular	REG
agent	AEGT	regularly	R*ELG
agents	AEGTS	religion	RELG
catalog	KAG	religious	RELGS
progress	PROG	suggest	SUG
		suggested	SUGD

BRIEFS

airline	AEURL	operability	PRABLT
airplane	AEURP	paper	PAEURP
airport	AEURPT	retail	RA*EUL
indicate	KAEUT	retailer	RA*EURL
indicator	KAEURT	take	TAEU
operate	PRAEUT	takes	TAEUZ
operator	PRAEURT		
operable	PRABL		

CONTRACTIONS

thered	THA*EURD
there's	THAEURZ

PHRASES

able to	AEUBLT	as a result	SARLT
are you able to	RUBLT	as the result	SERLT
were you able to	PRUBLT	as opposed to	SP-T
to be able to	TOBLT	as opposed to the	SP-TD



Rule

Generally when there are three homophones, the second most common gets the asterisk and the third is stroked twice.



WORD PAIRS

aid	AEUD	raise	RAEUZ
aide	A*EUD	rays	RA*EUZ
, hey,	HAEU	raze	RAEUZ/RAEZ
hay	HA*EU	--or--	RA*EUZ/RA*EUZ
		sail	SAEUL
pair	PAEUR	sale	SAEL
repair	PA*EUR		
pare	PAEUR/PAEUR	straight	STRAEUT
	--or-- PA*EUR/PA*EUR	strait	STRA*EUT
pear	PAER		
		wait	WAEUT
religion	RELG	weight	WA*EUT
regularly	R*ELG		

CONTRACTIONS

he's	HAOEZ
she's	SHAOEZ
he'd	HAOED
she'd	SHAOED
we'd	WAOED
they'd	THAOED
here's	HAOERZ
he'll	HAOEL
she'll	SHAOEL
they'll	THAOEL
we'll	WAOEL
they're	THAOER
we're	WAOER

PHRASES

series of SAOEFRZ

~a

and a	SKPAEU
he's a	HAO*EZ
she's a	SHAO*EZ
here's a	HAO*ERZ
take a	TA*EU
takes a	TA*EUZ
take a break	TAEUB
there's a	THA*EURZ
what a	WHA*EU

~the

he's the	HAOEDZ
she's the	SHAOEDZ
here's the	HAOERDZ
there's the	THAEURDZ
take the	TAEUT
take it	TA*EUT

Right-Hand Phrase Enders

~go	-G
~go to	-GT
~go to the	-GTD
~goes	-GZ

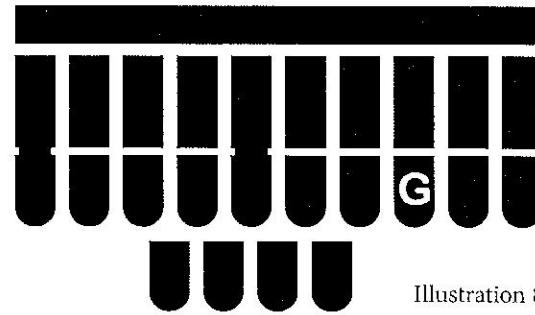


Illustration 8-5

PHRASES

~go	
I go	EUG
you go	UG
we go	WEG
they go	THEG
to go	TOG
and go	SKP-G
could you go	KAOUG
would you go	WAOUG

~go to	
I go to	EUGT
you go to	UGT
we go to	WEGT
they go to	THEGT
to go to	TOGT
that you go to	THAUGT
when I go to	WHEUGT
when you go to	WHUGT
could you go to	KAOUGT

~go to the	
I go to the	EUGTD
you go to the	UGTD
we go to the	WEGTD
they go to the	THEGTD
to go to the	TOGTD
could you go to the	KAOUGTD
would you go to	WAOUGT
would you go to the	WAOUGTD

Sometimes we want to add "the" to the end of a word, but the -T is used, so we add the -D. Although this is the first time we do this, you will learn many words in the future that follow this pattern.

~goes	
it goes	T-GZ
he goes	EGZ
she goes	SHEGZ
that goes	THAGZ
which goes	KH-GZ

~goes to	
he goes to	EGTS
she goes to	SHEGTS

CHAPTER 9

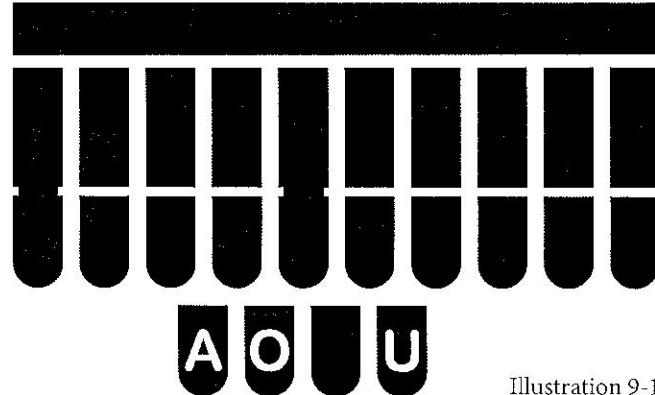


Illustration 9-1

NEW VOWEL SOUND

Long U AOU

WORDS

accrue	A/KRAOU	stew	STAOU
accrued	A/KRAOUD	sue	SAOU
accrual	A/KRAOUL	suit	SAOUT
accruals	A/KRAOULZ	sure	SHAOUR
astute	A/STAOUT	surely	SHAOURL
crew	KRAOU	Susie	SAOUZ/AOE
cruel	KRAOUL	through	THRAOU
cruelty	KRAOULT	tour	TAOUR
cruise	KRAO*UZ	truce	TRAOUS
cure	KAOUR	true	TRAOU
cute	KAOUT	truly	TRAOUL
Hughes	HAOUZ	use ("s" sound)	AOUS
pure	PAOUR	use ("z" sound)	AOUZ
purely	PAOURL	used	AOUSD
route	RAOUT		
rude	RAOUD		
rudely	RAO*ULD		
rule	RAOUL		
ruled	RAOULD		
shoe	SHAOU		
shoes	SHAOUZ		
soup	SAOUP		

If you wish, write -S when "use" is pronounced with an "s" sound and -Z when it's with a "z" sound.

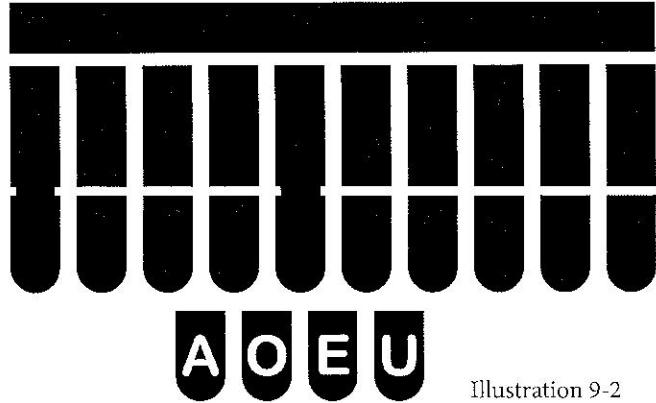


Illustration 9-2

NEW VOWEL SOUND

Long I

AOEU

WORDS

chide
child
crisis
cry
eye
eyes
hide
high
highly
hillside
hire
ice
pie
pride
prior
priority
prioritize
rice
rifle
right
ride
rise
rises
shy
shied

KHAOEUD
KHAOEULD
KRAOEUSZ
KRAOEU
AOEU
AO*EUZ
HAOEUD
HAOEU
HAOEUL
HEUL/SAOEUD
HAOEUR
AOEUS
PAOEU
PRAOEUD
PRAOEUR
PRAOEURT
PRAOEURT/AOEUZ
RAOEUS
RAOEUFL
RAOEUT
RAOEUD
RAOEUZ
RAOEUSZ
SHAOEU
SHAOEUD

You will learn later that our ending for ~ize is AOEUZ.



sight	SAOEUT
sighted	SAOEUTD
shortsighted	SHORT/SAOEUTD
side	SAOEUD
size	SAOEUZ
Skype	SKAOEUP
spice	SPAOEUS
spiced	SPAOEUSD
spices	SPAOEUSZ
spicy	SPAOEUS/AOE
spies	SPAOEZ
spite	SPAOEUT
strife	STRAOEUF
style	STAOEUL
stylize	STAOEUL/AOEUZ
stylized	STAOEUL/AOEUSD
stylizes	STAOEUL/AOEUSZ
tie	TAOEU
tight	TAOEUT
tightly	TAOEULT
Weiss	WAOEUS
white	WHAOEUT
wipe	WAOEUP
wire	WAOEUR
wires	WAOEURZ
wireless	WAOEURLS
wirelessly	WAO*EURLS

CHAPTER 10

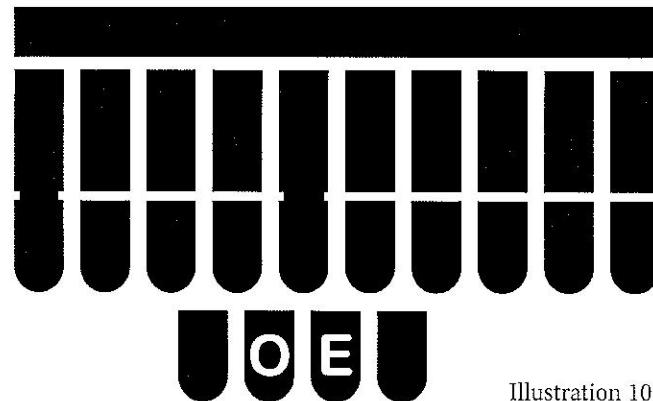


Illustration 10-1

NEW VOWEL SOUND

Long O

OE

WORDS

owe
owed
chose
coal
coat
crow
hole
hope
hopeful
hose
oaf
pole
pose
road
rode
role
roll
rope
rose

OE
OED
KHOEZ
KOEL
KOET
KROE
HOEL
HOEP
HOEFL
HOEZ
OEF
POEL
POEZ
ROED
RO*ED
ROEL
ROL
ROEP
ROEZ

We use OE for all ~ole words and -OL for all ~oll words.
Examples:
pole / POEL poll / POL
role / ROEL roll / ROL

Rose RO*EZ
rows ROE/-Z
show SHOE
showed SHOED
sole SOEL
soul SOUL
strobe STROEB
those THOEZ
though THOE
throat THROET
throw THROE
tow TOE
toe TO*E
toward TOERD
towards TOERDZ
whoa WHOE
whole WHOEL
woe WOE
wrote WROET

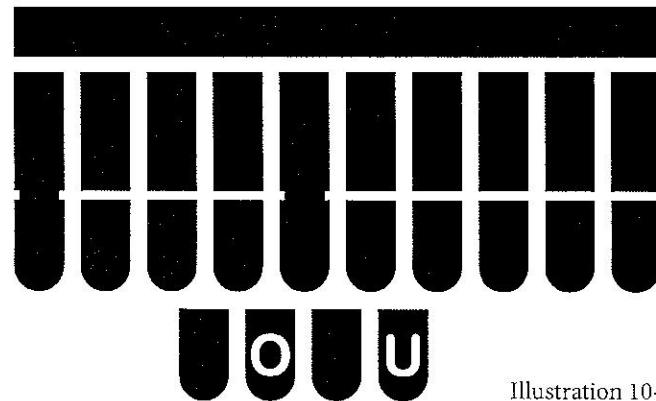


Illustration 10-2

NEW VOWEL SOUND/SPELLING

“ow” sound or spelling OU

WORDS

cow	KOU	prowl	PROUL
coward	KOURD	rouse	ROUZ
cows	KOUZ	route	ROUT
crowd	KROUD	scout	SKOUT
hour	HOUR	spouse	SPOUS
house	HOUS	spouted	SPOUTD
how	HOU	sprouts	SPROUTS
Howard	HOURD	touted	TOUTD
howl	HOUL	towel	TOUL
our	OUR	tower	TOUR
out	OUT	trouble	TROUBL
owl	OUL	wow	WOU
pout	POUT		
pow	POU		
power	POUR		
powerless	POURLS		
proud	PROUD		

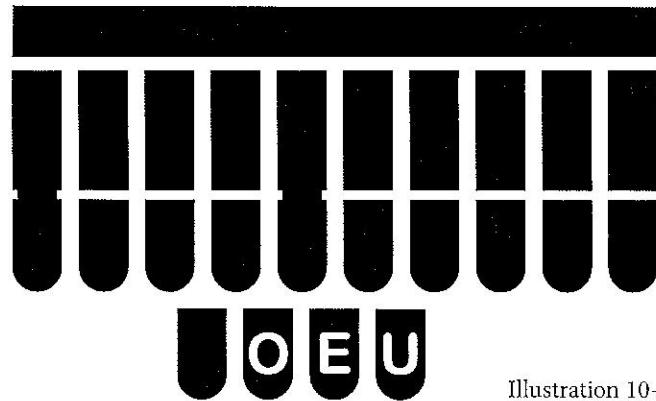


Illustration 10-3

NEW VOWEL SOUND

“oi” or “oy” Sound OEU

WORDS

choice	KHOEUS
coil	KOEUL
coy	KOEU
oil	OEUL
royal	ROEUL
royalty	ROEULT
soil	SOEUL
spoiled	SPOEULD
toil	TOEUL
toy	TOEU

WORD PAIR

topic	TOEUP
typo	TO*EUP

CHAPTER 11

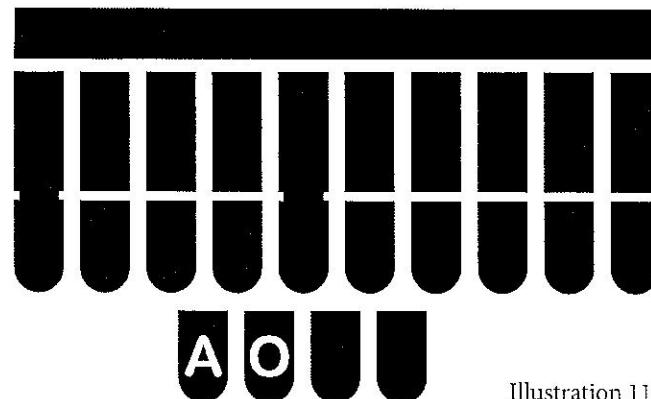


Illustration 11-1

NEW VOWEL SPELLING

"oo" AO

WORDS

choose	KHAOZ	soot	SAOT
cool	KAOL	spoof	SPAOF
Cooper	KAORP	spool	SPAOL
hood	HAOD	stood	STAOD
hoot	HAOT	stool	STAOL
pool	PAOL	stooped	STAOPD
poor	PAOR	too	TAO
poorly	PAORL	tools	TAOLZ
proof	PRAOF	troops	TRAOPZ
roof	RAOF	wood	WAOD
root	RAOT	woods	WAODZ
rooted	RAOTD	Woods	WAO*DZ
school	SKAOL	woof	WAOF
scoop	SKAOP	wool	WAOL
shoot	SHAOT		

PHRASES

as soon as	SAOS
take place	TAEUPS
takes place	TAEUPSZ
took place	TAOPS



Right-Hand Phrase Ender

~saw

-FZ

Note: Only in phrases

PHRASES

~saw

I saw	EUFZ
she saw	SHEFZ
when I saw	WHEUFZ
you saw	UFZ
when you saw	WHUFZ
that we saw	TWHAEFZ

caught~

caught the	KAUTD
caught it	KA*UTD

put~

put the	PUTD
put it	P*UTD

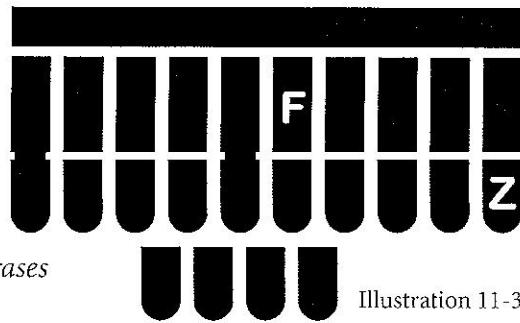


Illustration 11-3

all~

all of	AUF
all of us	AUFS
all the	AULT
all of the	AUFT
all of it	A*UFT
and all	SKPAUL
and all of	SKPAUF
and all of the	SKPAUFT
at all	TAUL
all day	AULD
all day long	AULGD

WORD PAIRS

as soon as

SAOS

so as to

SAOZ

haul

HAUL

hall

HA*UL

at all

TAUL

tall

TA*UL

taught

TAUT

taut

TA*UT

pause

PAUZ

paws

PA*UZ

Note: Memorize this one as "so AZ to" in your head, emphasizing the "as" with a z-sound, to help remember that it needs a -Z.

CHAPTER 12

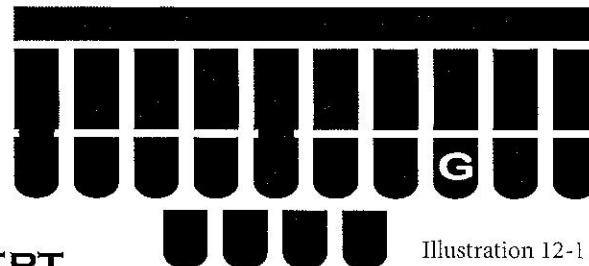


Illustration 12-1

NEW CONCEPT

"-ing" ending

-G

WORDS

accruing	A/KRAOUG	hiring	HAOEURG
adding	AGD	hitting	HEUGT
aiding	AEUGD	hoping	HOEPG
airing	AEURG	howling	HOULG
altering	ARLGT	hyping	HAOEUPG
calling	KAULG	kidding	KEUGD
carpeting	KARP GT	killing	KEULG
catapulting	KAT/PULGT	offering	OFRG
charting	KHARGT	owing	OEG
chatting	KHAGT	padding	PAGD
coating	KOEGT	parting	PARGT
coatings	KOEGTS	paying	PAEUG
cooling	KAOLG	pelting	PELGT
coughing	KOFG	perpetuating	PER/PET/WAEUGT
courting	KOURGT	piling	PAOEULG
crafting	KRAFGT	piping	PAOEUPG
crawling	KRAULG	praying	PRAEUG
crowding	KROUGD	profiting	PROFGT
cutting	K*UGT	prying	PRAOEUG
crying	KRAOEUG	putting	PUGT
earring	AOERG	raiding	RAEUGD
earrings	AOERGZ	rapping	RAPG
eradicating	RAD/KAEUGT	rating	RAEUGT
happening	HAPG	ratings	RAEUGTS
happenings	HAPGZ	reading	RAOEGD
harping	HARPG	readings	RAOEGDZ
healing	HAELG	referring	REFRG
hearing	HAERG	rooting	RAOGT
hearings	HAERGZ	riding	RAOEUGD
heating	HAOE GT	rowing	ROEG
hauling	HAULG	routing	ROUGT

BRIEFS

accepting	SEPG	preceded	PRAOETD
according	KAORGD	preceding	PRAOEGD
accordingly	KAORLGD	preparing	PR-PG
appear	AP	pressuring	PRURG
appears	APZ	proceeding	PROEG
appearing	APG	proceedings	PROEGZ
appearance	APS	proposing	P-RPG
appropriating	PROEPG	providing	PROEUG
approximating	P-G	radioing	RAOG
auditing	AUGTD	recording	RORGD
awarding	WAERGD	recordings	RORGDZ
being	-BG	recalling	-RLG
centering	STR-G	refusing	R-FG
certifying	SERG	regarding	RARGD
considering	K-RG	repeating	RAOEPGT
contracting	KR-GT	report	RORT
subcontracting	SKR-GT	reporting	RORGT
corresponding	KORG	representing	REP GT
help	HEP	studying	STEUGD
helping	HEPG	taking	TAEUG
helpful	HEFL	terrify	TEFR
incurring	KRURG	terrified	TEFRD
indicating	KAEUGT	terrifying	TEFRG
open	OEP	transferring	TR-FRG
opening	OEPG	typical	T*L
openings	OEPGZ	typically	T*LD
operating	PRAEUGT	ugly	ULG
opposing	OPG	using	AOUG
participating	PARPG	wanting	-PGT
performing	P-FG	watering	WAURGT
practicing	PRAG	worrying	WOERG
precede	PRAOED		

CHAPTER 13

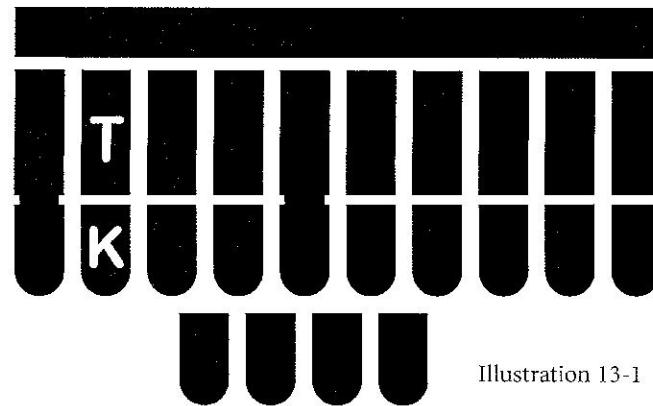


Illustration 13-1

NEW KEY COMBINATION

Initial D TK-

WORDS

dabbled	TKABLD	dog	TKOG
dabbling	TKABLГ	door	TKAOR
dad	TKAD	dope	TKOEP
dare	TKAEUR	dotted	TKOTD
daring	TKAEURG	double	TKOUBL
dart	TKART	doubling	TKOUBLG
dated	TKAEUTD	doubt	TKOUT
day	TKAEU	drab	TKRAB
dead	TKED	draft	TKRAFT
deadly	TKELD	drafting	TKRAFGT
deaf	TKEF	dread	TKRED
deal	TKAOEL	dreaded	TKRETD
dealer	TKAOERL	dress	TKRES
dealt	TKELT	dribbling	TKREUBLG
dear	TKAOER	dribbled	TKREUBLD
debt	TKET	drip	TKREUP
debtor	TKET/TOR or TKOERT	dripping	TKREUPG
deeds	TKAOEDZ	drift	TKREUFT
deep	TKAOEP	drifted	TKREUFTD
deeper	TKAOERP	drifting	TKREUFGT
deft	TKEFT	drifter	TKREUFRT
deftly	TKEFLT	drill	TKREUL
dies	TKAOEYZ	drilling	TKREULG
died	TKAOEUD	driller	TKREURL
dire	TKAOEUR	drought	TKROUT
do	TKAO	drugs	TKRUGZ
doing	TKAOG	dry	TKRAOEU
		during	TKURG

PHRASES

<i>did~</i>			
did he	TKE	do it	TKAO*T
did he go	TKEG	where do you	WRAOU
did he say	TKES	where do you go	WRAOUG
did he see	TKEZ	where do you see	WRAOUZ
did I	TKEU	doing the	TKAOGT
did the	TK-T	doing it	TKAO*GT
did it	TK*T	<i>does~</i>	
did you	TKU	does he	STKE
did you go	TKUG	does he say	STKES
did you go to	TKUGT	does he see	STKEZ
did you go to the	TKUGTD	does he go	STKEG
did you say	TKUS	does he go to	STKEGT
did you see	TKUZ	does he go to the	STKEGTD
did you tell	TKUT	<i>due~</i>	
did you tell us	TKUTS	due to	TKAO*UT
did you want	TKUPT	due to the	TKAO*UTD
did you want to	TKOUPT	<i>during~</i>	
<i>do~</i>		during a	TK*URG
do you	TKAOU	during the	TKURGT
do you go	TKAOUG	<i>~recall</i>	
do you go to	TKAOUGT	do you recall	TKAOURL
do you go to the	TKAOUGTD	did you recall	TKURL
do you see	TKAOUZ		
do you want	TKAOUPT		
do you want to	TKAOUPTD		
do the	TKAOT		

CHAPTER 14

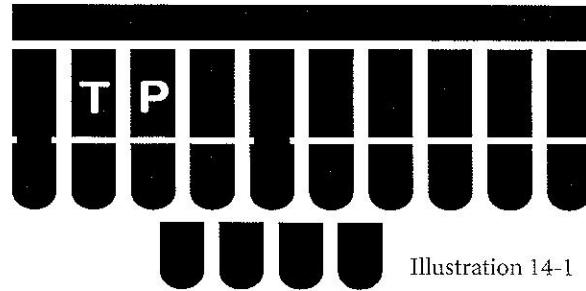


Illustration 14-1

NEW KEY COMBINATION

Initial F TP-

WORDS

face	TPAEUS	feel	TPAOEL
fade	TPAEUD	feelers	TPAOERLZ
fading	TPAEUGD	feelings	TPAOELGZ
fail	TPAEUL	fees	TPAOEZ
fails	TPAEULZ	felt	TPELT
failings	TPAEULGZ	few	TPAOU
fair	TPAEUR	fewer	TPAOUR
fairly	TPAEURL	field	TPAOELD
fall	TPAUL	fielded	TPAOELTD
false	TPALS	fight	TPAOEUT
falsely	TPA*LS	fighting	TPAOEUGT
falsify	TPALS/TPAOEU	fighter	TPAOEURT
falsified	TPALS/TPAOEUD	file	TPAOEUL
falsifying	TPAIS/TPAOEUG	files	TPAOEULZ
faltered	TPARLTD	fill	TPEUL
far	TPAR	filled	TPEULD
afar	A/TPAR	fillings	TPEULGZ
farce	TPARS	fire	TPAOEUR
farcical	TPARS/KAL	-fired	TPAOEURD
fault	TPAULT	firings	TPAOEURGZ
faulty	TPAULT/AOE	foal	TPOEL
Faye	TPAEU	foe	TPOE
fed	TPED	fog	TPOG
feed	TPAOED	foggy	TPOG/AOE

PHRASES

if~

if it was TP-FS
 if a TPA
 if he TPE
 if he's TPAO*EZ
 if he is TPES
 if he does TPEDZ
 if he was TPEFS
 if he wasn't TPEFSZ
 if he wants TPEPTS
 if he wants to TPOEPTS
 if I TPEU
 if I saw TPEUFZ
 if I wasn't TPEUFSZ
 if we TPWE
 if we were TPWERP
 if the TP-T
 if it TP*T
 if it's TP*EUTS
 if you TPU
 if you are TPUR
 if you had TPUD
 if you saw TPUFZ
 if you would TPULD
 if you were TPURP
 if you want to TPOUPT
 if we go TPWEG
 if we go to TPWEGT
 if we go to the TPWEGTD
 if we had TPWED
 if we are TPWER
 if we said TPWESD
 if we say TPWES
 if we would TPWELD
 if we want to TPWOEPT
 if we wanted to TPWOEPTD
 if we were TPWERP
 if we're TPWAOER

for~

for a TPRA*
 for the TPOT
 for it TPO*T
 for her TPO*ER
 for his TPOZ
 for our TPRO*UR
 for us TPOUS
 for you TPOU
 for a while TPRAOEUL
 for the first time TPOFT

from~

from a TPRA
 from the TPR-T
 from it TPR*T
 from her TPR*ER
 from our TPROUR
 from us TPRUS
 from you TPRU

afraid~

afraid of TPRAEFD
 afraid of the TPRAEFTD

Other

I forget	EUF
I forgot	OUEF

CHAPTER 15

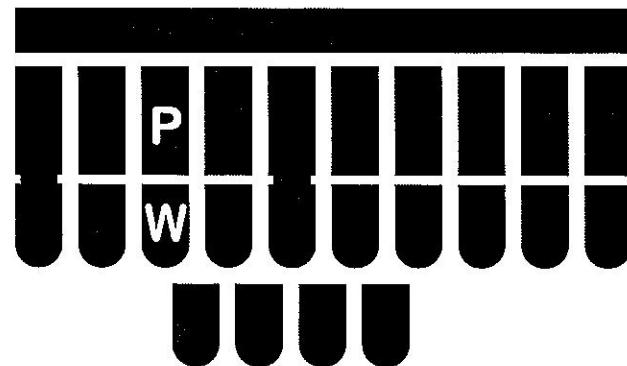


Illustration 15-1

NEW KEY COMBINATION

Initial B PW-

WORDS

bad	PWAD	billed	PWEUL/-D
badly	PWA*LD	bird	PWEURD
bail	PWAEUL	bit	PWEUT
ball	PWAUL	bite	PWAOEUT
barrel	PWAEURL	board	PWOERD
bars	PWARZ	boat	PWOET
base	PWAEUS	Bob	PWOB
based	PWAEUSD	border	PWRORD
basis	PWAEUSZ	bore	PWOR
bear	PWAEUR	bored	PWORD
bare	PWA*EUR	boss	PWOS
barely	PWA*EURL	bought	PWAUT
beat	PWAOET	bowl	PWOEL
beating	PWAOEGT	bowling	PWOELG
bee	PWAOE	boy	PWOEU
beep	PWAOEP	boys	PWOEZ
begged	PWEGD	brass	PWRAS
begs	PWEGZ	bread	PWRED
behalf	PWHAF	bride	PWRAOEUD
big	PWEUG	brief	PWRAOEF
bigger	PWEURG	briefing	PWRAOEGF
bill	PWEUL	briefly	PWRAOEFL
Bill	PW*EUL		

PHRASES

about~

about a	PWA
about the	PW-T
about it	PW*T
about you	PWU
about her	PW*ER
about to say	TPWOS
all about	AUB
what about	WHAB
what about the	WHABT

before~

before he	PWRE
before he was	PWREFS
before I	PWR*EU
before I was	PWREUFS
before I saw	PWREUFZ
before the	PWR-T
before it	PWR*T
before you	PWRU
before you go	PWRUG
before you said	PWRUSD
before you were	PWRURP
before her	PWR*ER
before it had	TPWR-D

by~

by a	PWAE
by the	PWEUTD
by it	PW*EUTD

because~

because I was	SKPREUFS
because we	SKPWRE
because of	SKPR-F
because of the	SKPR-FT
because the	SKPR-T
because it	SKPR*T
because it was	STKPR-FS
because it had	STKPR-D
because we wanted	SKPWREPTD
because we wanted to	SKPWROEPTD

based~

based on	PWAOSD
based upon	PWAOP
based upon the	PWAOPT

Other

on behalf of	PWHAOF
on behalf the	PWHAOFT
, by the way ,	PWOEUT



FINGER TWISTERS

~is it

what is it	STWHA
when is it	STWH-
where is it	STWR-
who is it	STWHO
how is it	STHOU

~it was / ~was it

before it was	TPWR-FS
what it was	TWHAFS
what was it	TWHA*FS
when it was	TWH-FS
when was it	TWH*FS
who it was	TWHOFS
who was it	TWHO*FS
where it was	TWR-FS
where was it	TWR*FS

~wanted to

I wanted to	TOEUPTD
we wanted to	TWOEPTD
he wanted to	TOEPTD
they wanted to	THOEPTD

but it~

but it was	KPWHR-FS
but it wasn't	KPWHR-FSZ
but it would	KPWHR-LD

To write "but it~" phrases,
remove the T-.

before it~

before it had	TPWR-D
before it would	TPWR-LD

CHAPTER 16

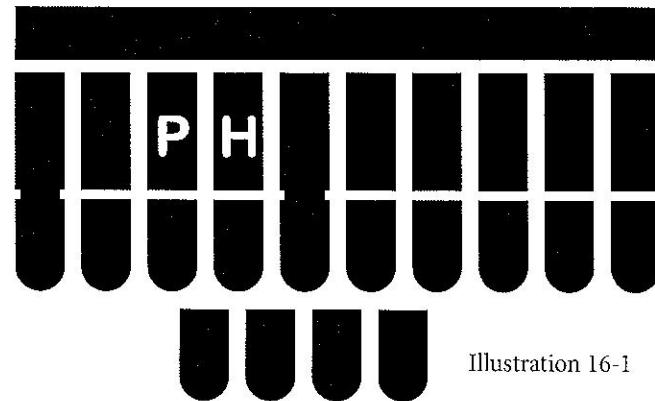


Illustration 16-1

NEW KEY COMBINATION

Initial M PH-

WORDS

me	PHE	might	PHAOEUT
my	PHEU	mighty	PHAOEUT/AOE
mace	PHAEUS	mild	PHAOEULD
mad	PHAD	mile	PHAOEUL
made	PHAEUD	mobile	PHOEBL
mail	PHAEUL	mobility	PHOEBLT
map	PHAP	mood	PHAOD
maps	PHAPZ	moot	PHAOT
mass	PHAS	more	PHOR
may	PHAEU	mouse	PHOUS
mayor	PHAEUR	mow	PHOE
maze	PHAEUZ	mug	PHUG
meal	PHAOEL	mural	PHAOURL
meet	PHAOET	mute	PHAOUT
melt	PHELT	small	SPHAUL
melted	PHELTD	smart	SPHART
melting	PHELGT	smell	SPHEL
mere	PHAOER	smite	SPHAOEUT
merely	PHAOERL	smote	SPHOET
mess	PHES		
met	PHET		

PHRASES

made~

made a PHA*ED
made the PHAEUTD
made it PHA*EUTD

many~

many of PH-F
many of us PH-FS
many of you PHUF
many of the PH-FT
many of our PHOUFR

Other~

might be PHAOEUB
somebody else SPH-BLS
some more SPHOR
burger PW-RG
hamburger H-RG
cheeseburger KH-RG
courthouse KHOUS

mis~

mishap PHEUF/HAP
mishaps PHEUF/HAPZ
misheard PHEUF/HERD
misread PHEUF/RAOED
misreading PHEUF/RAOEGD
misspelled PHEUF/SPELD

CHAPTER 17

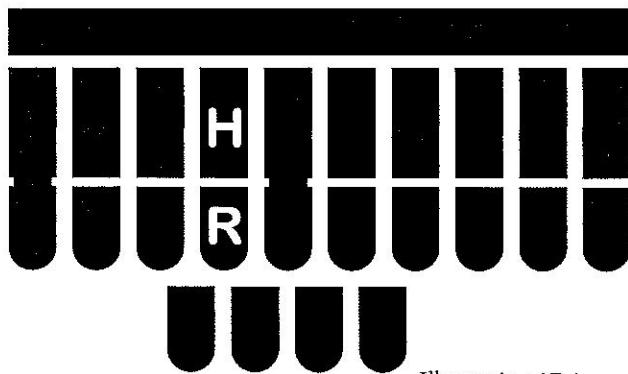


Illustration 17-1

NEW KEY COMBINATION

Initial L HR-

WORDS

label	HRAEUBL	loading	HROEGD
labeling	HRAEUBLG	loaf	HROEF
lace	HRAEUS	log	HROG
lady	HRAED	loop	HRAOP
lag	HRAG	loose	HRAOS
laid	HRAEUD	loot	HRAOT
late	HRAEUT	Lord	HRORD
lately	HRAEULT	lose	HRAOUZ
later	HRAEURT	lot	HROT
laugh	HRAF	loud	HROUD
laughs	HRAFZ	low	HROE
laughter	HRAFR	lower	HROER
law	HRAU	loyal	HROEUL
lawful	HRAUFL	loyalty	HROEULT
lawfully	HRA*UFL	lube	HRAOUB
led	HRED	lures	HRAOURZ
lead	HRAOED	alas	A/HRAS
leading	HRAOEGD	blew	PWHRAOU
leader	HRAOERD	blue	PWHRAO*U
leaders	HRAOERDZ	bled	PWHRED
leap	HRAOEP	bleed	PWHRAOED
leapt	HREPT	bleeding	PWHRAOEGD
leaf	HRAOEF	blood	PWHRAOD
league	HRAOEG	blog	PWHROG
left	HREFT	blogger	PWHRORG
let	HRET	Claire	KHRAEUR
lice	HRAOEUS	class	KHRAS
lie	HRAOEU	clear	KHRAOER
life	HRAOEUF	clearly	KHRAOERL
light	HRAOEUT	cliff	KHREUF
lighting	HRAOEUGT	clip	KHREUP
load	HROED	clippings	KHREUPGZ

BRIEFS - CONTINUED

ladder	HRARD	pistol	PEUFL
lawsuit	HRAUT	plaintiff	PHR-F
letter	HRERT	plaintiffs	PHR-FZ
legal	HRAOEL	defendant	TK-FT
legally	HRAOELD	defendants	TK-FTS
liable	HRAOEUBL	police	PHREUS
libel	HRAO*EUBL	similar	SHRAR
liability	HRAOEUBLT	similarly	SHRARL
liabilities	HRAOEUBLTS	similarity	SHRART
libelous	HRAOEUBLS	similarities	SHRARTS
likewise	HROEUZ	someplace	SPHRAEUS
litter	HREURT	splice	SPHRAOEUS
littering	HREURGT	splicing	SPHRAOEUFG
literal	HREURLT	will	HR-
literally	HR*EURLT	willing	HR-G
lobby	HROEUB or HRO*EB	willingly	HR-LG
lobby	HROEUB	11	HREF
locality	HROLT	12	TWEFL

CONTRACTION

let's HRETS

PHRASES

all right HR-RT
all right. HR*RT
all right, sir. HR*RTS

will~
will he HRE
will I HREU
will you HRU
will be HR-B
will the HR-T
will it HR*T
will go HR*G

lot~
a lot AEULT
a lot of AEUFLT
a lot of the AEUFLTD
a lot of us AEUFLS
lot of HROF
lot of the HROFT

the~
the plaintiff PHR-FT
the plaintiffs PHR-FTS
the defendant TK-FTD
the defendants TK-FTSDZ

lots~
lots of HROFZ or
 HROFTS
let's~
let's be HREBTS
let's go HREGTS
let's go to HRELGTS
let's go to the HR*ELGTS

someplace else SPHRAEULS

Note: These three should be practiced together and in succession to cement and master their use.

CHAPTER 18

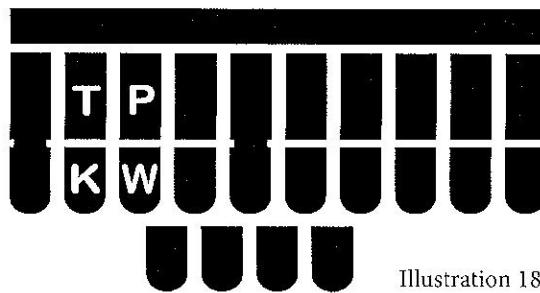


Illustration 18-1

NEW KEY COMBINATION

Initial G TKPW-

WORDS

galley	TKPWAL/AOE	grab	TKPWRAB
gas	TKPWAS	grade	TKPWRAEUD
get	TKPWET	grading	TKPWRAEUGD
girl	TKPWEURL	grapes	TKPWRAEUPZ
glad	TKPWHRAD	graph	TKPWRAF
gladly	TKPWHRALD	grass	TKPWRAS
glare	TKPWHRAEUR	grassy	TKPWRAS/AOE
glaze	TKPWHRAEZ	great	TKPWRAEUT
glib	TKPWHREUB	grip	TKPWREUP
glass	TKPWHRAS	gripping	TKPWREUPG
glasses	TKPWHRASZ	gross	TKPWROES
globe	TKPWHROEB	group	TKPWRAOUP
global	TKPWROEBL	grow	TKPWROE
gloss	TKPWHROS	guard	TKPWAURD
goading	TKPWOEGD	guess	TKPWES
goat	TKPWOET	guesses	TKPWESZ
golf	TKPWOFL	guide	TKPWAOEUD
good	TKPWAOD	gulf	TKPWUFL
goof	TKPWAOF	gully	TKPWUL/AOE
got	TKPWOT	guy	TKPWAOEU

BRIEFS

gallery	TKPWAERL	good-bye	TKPW*B
go	TKPW-	graduate	TKPWRAT or TKPWRET
goes	TKPW-Z	graduated	TKPWRATD
going	TKPW-G	graduating	TKPWRAGT
gasoline	TKPWALS	grateful	TKPWRAEUF
gather	TKPWAER	guardian	TKPWA*URD
gathering	TKPWAERG	safeguard	SAEUFGD
		something	STKPW-

PHRASES

get a	TKPWAET	go on	TKPWO
get the	TKPWETD	goes on	TKPWOZ
get it	TKPW*ETD	go ahead	TKPW-D
go back	TKPW-B	go away	TKPWAE
goes back	TKPW-BZ		

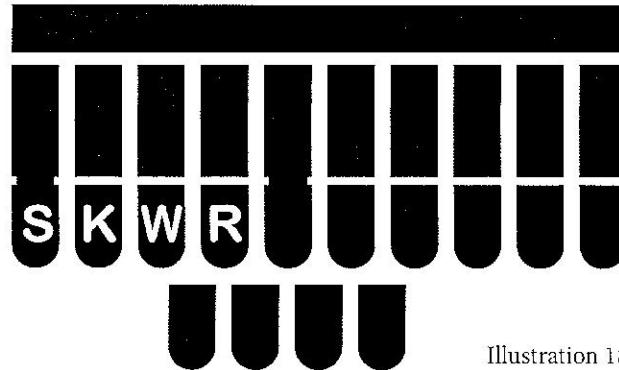


Illustration 18-4

NEW KEY COMBINATION

Initial J SKWR-

WORDS

jail	SKWRAEUL	job	SKWROB
jaw	SKWRAU	jobless	SKWROBLS
Jay	SKWRAEU	Joe	SKWROE
jazz	SKWRAZ	joy	SKWROEU
Jeep	SKWRAOEP	joyful	SKWROEUFL
Jeff	SKWREF	juice	SKWRAOUS
jet	SKWRET	grape juice	TKPWRAEUP/
Jill	SKWREUL		SKWRAOUS

BRIEFS

judge	SKWR-	injury	SKWR-R
jurisdiction	SKWR-RD	injuries	SKWR-RZ
jury	SKWREUR	injure	SKWRUR
juror	SKWRAOUR	injures	SKWRURZ
		injured	SKWRURD
eligible	SKWREUBL	injuring	SKWRURG
eligibility	SKWREUBLT		
gentleman	SKWRA	Jennifer	SKWREFR
gentlemen	SKWRE	Jefferson	SKWREFRS
		Jeffrey	SKWRAEFR
		Jordan	SKWRWORD

CHAPTER 19

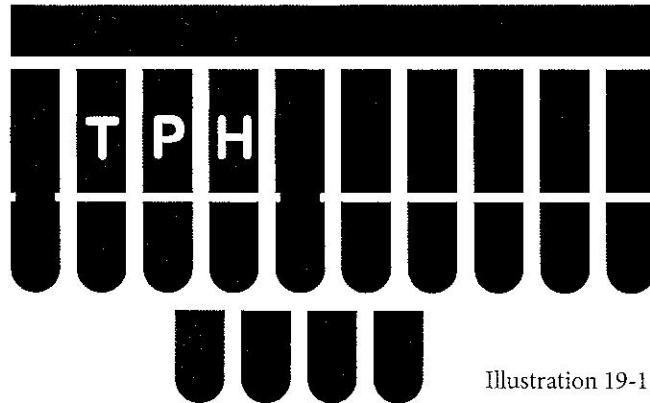


Illustration 19-1

NEW KEY COMBINATION

Initial N TPH-

WORDS

nail	TPHAEUL	knee	TPHAOE
naught	TPHAUT	knot	TPHOT
naughty	TPHAUT/AOE	knew	TPHAO*U
nay	TPHAEU	snap	STPHAP
near	TPHAOER	snag	STPHAG
nearly	TPHAOERL	snagged	STPHAGD
nearby	TPHAOERB	snails	STHAEULZ
net	TPHET	snare	STPHAEUR
new	TPHAOU	snarling	STPHARLG
nice	TPHAOEUS	sneer	STPHAOER
nicely	TPHAOEULS	sneeze	STPHAOEZ
night	TPHAOEUT	sniff	STPHEUF
nightly	TPHAOEULT	snipe	STPHAOEUP
no	TPHO	sniper	STPHAOEURP
noise	TPHOEUZ	snooping	STPHAOPG
nope	TPHOEP	snoopy	STPHAOP/AOE
nor	TPHOR	Snoopy	STPHAO*P/AOE
nose	TPHO*EZ	snore	STPHOR
note	TPHOET	snow	STPHOE
now	TPHOU	snug	STPHUG
, now ,	TPHO*U		
nurse	TPHURS		
nuts	TPHUTS		

PHRASES

in~

in a	TPHA
in his	TPH-Z
in her	TPH*ER
in our	TPHOUR
in the	TPH-T
in it	TPH*T
in fact	TPHAFT

any~

any of	TPHEUF
any of the	TPHEUFT
any of us	TPHEUFS
anything like	TPHEUL
anything like that	TPHEULT

~need

I need	EUFRB
you need	UFRB
he needed	EFRBD
she needs	SHEFRBZ

~present

at the present	TEP
at the present time	TEPT
not at the present time	TPHEPT

~respect

with respect	WR-P
with respect to	WR-PT
with respect to the	WR-PTD
with all due respect	WRAOUP

in order~

in order	TPHORD
in order to	TPHORTD
in order to be	TPHORBD

Other -

as far	STPAR
as far as	STPARZ
in so far as	STPHOFRZ
unable to	TPHAEUBLT
nothing like	TPHOL
nothing like that	TPHOLT
in court	TPHOURT

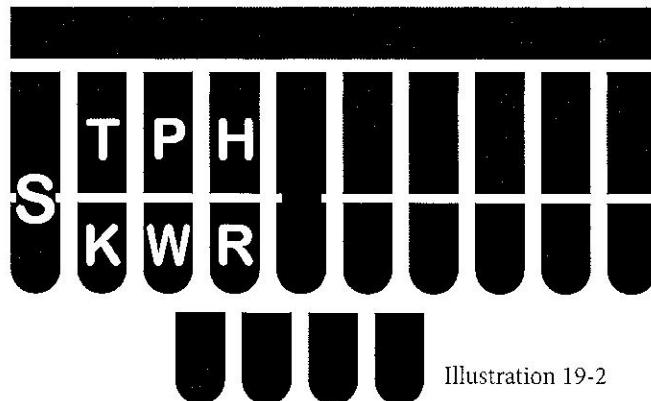


Illustration 19-2

NEW KEY COMBINATION

Initial Z STKPWHR-

WORDS

zag	STKPWHRAG
zap	STKPWHRAP
Zeus	STKPWHRAOUS
zig	STKPWHREUG
zigzag	STKPWHREUG/STKPWHRAG
zip	STKPWHREUP
zipper	STKPWHREURP
Zoe	STKPWHROE
Zorro	STKPWOR/OE
zoo	STKAO

Note: We changed "zoo" because it conflicts with a useful question symbol that we will learn later.

BRIEF

zero STKPWHRAOER

CHAPTER 20

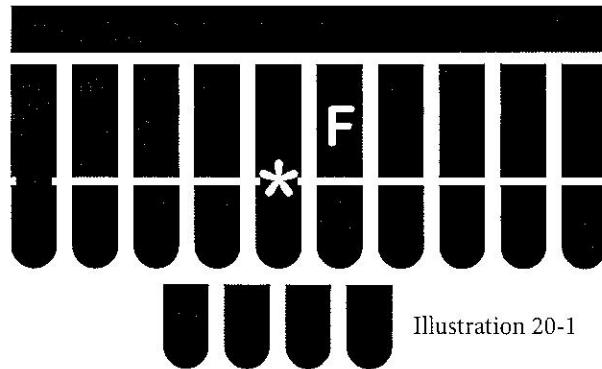


Illustration 20-1

NEW KEY COMBINATION

Final V *F

WORDS

behave	PWHA*EUF	prove	PRAO*UF
behavior	PWHA*EUFR	reverse	R*EFRS
behavioral	PWHA*EUFRRL	reversal	R*EFRLS
belief	PWHRAOEF	river	R*EUFR
believe	PWHRAO*EF	save	SA*EUF
believers	PWHRAO*EFRZ	several	S*EFRL
cover	KO*FR	slave	SHRA*EUF
David	TKA*EUFD	Steve	STAO*EF
devil	TK*EUFL	thief	THAOEF
drive	TKRAO*EUF	travel	TRA*FL
driver	TKRAO*EUFR	traveler	TRA*FRL
evil	AO*EFL	wave	WA*EF
five	TPAO*EUF	waive	WA*EUF
gave	TKPWA*EUF		
give	TKPW*EUF		
leave	HRAO*EF		
level	HR*EFL		
live (long i)	HRAO*EUF		
live (short i)	HR*EUF		
love	HRO*F		
lovely	HRO*FL		
move	PHAO*UF		
movers	PHAO*UFRZ		
over	O*EFR		
overly	O*EFRL		
overt	O*EFRT		

CONTRACTIONS

I've	AO*EUF	who've	WHAO*UF
they've	THAO*EF	you've	AO*UF
we've	WAO*EF		

PHRASES

and over	SKPO*EFR	we've been	WAO*EFB
and over again	SKPO*EFRG	we've had	WAO*EFD
over here	HO*EFR	they've been	THAO*EFB
over there	THRO*EFR	they've had	THAO*EFD
I've been	AO*EUFB	you've been	AO*UFB
I've had	AO*EUFD	you've had	AO*UFD
had you ever	H*UFR	I've seen	AO*EUFZ
had you ever been	H*UFRB	you've seen	AO*UFZ
has he ever	SHA*EFR	we've seen	WAO*EFZ
has he ever been	SHA*EFRB	they've seen	THAO*EFZ

WORD PAIRS

delve	TK*EFL	they've seen	THAO*EFZ
devil	TK*EUFL	thieves	THAO*EFSZ
overt	O*EFRT	wave	WA*EF
over the	O*EFRTD	waive	WA*EUF
over here	HO*EFR		
over there	THRO*EFR		
prohibit	PROBT		
probate	PROEBT		

BRIEFS

need	-FRB
needs	-FRBZ
needed	-FRBD

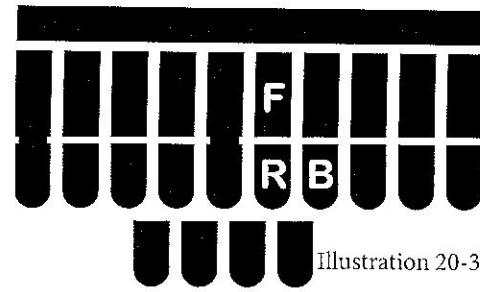


Illustration 20-3

Right-Hand Phrase Enders

~need	-FRB	~need to go	-FRBGT	-G adds "go"
~need to	-FRBT	~need to have	*FRBT	* adds "have"
~needs to	-FRBTS	~need to do	-FRBLT	-L adds "do"

PHRASES

~need (-FRB)

I need	EUFRB
you need	UFRB
do you need	TKAOUFRB
no need	TPHOFRB

~need to (-FRBT)

need to	-FRBT
I need to	EUFRBT
you need to	UFRBT
did you need to	TKUFRBT
do you need to	TKAOUFRBT
if you need to	TPUFRBT
we need to	WEFRBT
they need to	THEFRBT

~need to go (-FRBGT)

need to go	-FRBGT
I need to go	EUFRBGT
we need to go	WEFRBGT
you need to go	UFRBGT

~need to have (*FRBT)

need to have	*FRBT
I need to have	*EUFRBT
we need to have	W*EFRBT
you need to have	*UFRBT

~need to do (-FRBLT)

need to do	-FRBLT
I need to do	-EUFRBLT
do you need to do	TKAOUFRBLT
you need to do	-UFRBLT
we need to do	WEFRBLT