

GREGG SHORTHAND

ADAPTED TO ESPERANTO

BY

ERNEST L. JACKSON

CERTIFICATED TEACHER OF GREGG SHORTHAND

THE GREGG PUBLISHING COMPANY

NEW YORK CHICAGO SAN FRANCISCO

AND AT LIVERPOOL, ENGLAND

COPYRIGHT 1918 BY
THE GREGG PUBLISHING COMPANY

G 84

FOREWORD

THE International Language can be easily and accurately written in Gregg Shorthand with a few modifications. It is assumed that the student, before working through this little book, is conversant with the rules and principles given in the Gregg Shorthand Manual. This being the case, he will have but little trouble in applying his knowledge to Esperanto.

CONSONANTS

K	G	R	L	N	M	T	D
—	—	—	—	—	—	—	—
						up	up
P	B	F	V	Ĉ	Ĝ	H	
/	())	/	/	.	















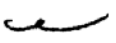

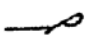


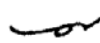

VOWELS

A	E	I	O	U
o	o	o	o	o

The dot is used to distinguish E from I, but in practical use this is rarely necessary.

1. The noun-ending O is not written.

GENERAL EXERCISE

akra		oro		brilado	
haro		kolero		çagreno	
tremi		ludilo		gemo	
mevo		drapo		voço	
papavo		homo		reçino	
libro		borilo		orçlo	
faleti		muta		fera	
benado		lakto		helpo	







2. S, Z

Ŝ, Ĵ




or
down

/

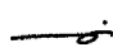
It is rarely necessary to distinguish Z from S, or Ĵ from Ŝ, but when confusion might arise, Z and Ĵ are distinguished by an oblique dash.


roso		rozo		jaluzo	
raso		razo		jaudo	



3. Phonetically, C equals TS, and can be thus written, but the S stroke alone will generally suffice, especially as in many words the Esperanto word will be written with the same outline as the cognate English word.

cindro paco cipreso cerbo cetera cikuto celo selo 





4. The infrequent sound \hat{H} closely approximates KH and is written by the sign for K with a dot over it.

monaĥo ĥemio ĥolero monarĥo 

5. NG and NK are expressed by  and 

inko stango onklo ŝranko lango fingro 

GENERAL EXERCISE

sapo cedro rango spico ŝtonego zumi ĵetas zenito sumi 

bovaĵo		cinika		ĵaketo	
sono		parohō		amuzema	
zono		vizaĝo		ĝusta	
tri		lignaĵo		sengena	
sankta		ŝlosilo		zebro	
ringo		ŝako		acido	
vidaĵo		razilo		cigno	
vidiĝo		legaĵo		signo	
cidro		ŝvelaĵo		figuraĵo	

6. J being the consonantal form of I, it is written by the small circle.

juna		jupo		jolo	
juro		juvelo		juĝi	



7. At the beginning of words, JE is written by a small loop and JA by a large loop.

je		ja		jaro	
jen		jam		jako	



8. If it should be absolutely essential to distinguish between I and J, it is done as follows:

iodo		jodo	
------	--	------	--



9.

aŭ eŭ laŭ Eŭropo raŭka eŭgeniko 



10. As a word ending, AŬ may be omitted.

ambaŭ apenaŭ 



11. When the vowel U comes immediately before another vowel, it can be expressed by a horizontal dash under the vowel.

dua trotuaro Zuavo nuanco 







12. IA and EA are expressed by a dot within the large circle.

iam fiasko kreado miasmo 

13. In word endings the dot is omitted.

mia alia genia nacia 


14. IE is expressed by a dash under the small circle.

ie		cie		mielo	
mieno		fiera		biero	

15. The combination AJ is expressed by the broken circle.

Majo		ajn	
najlo		fajro	

16. The combinations AJE, AJO are expressed by joining the small and the large circles.

krajono		kajero	
najado		majoliko	

This sign is also used for the infrequent combinations AE and AI.

naiva		balais	
-------	---	--------	---


17. At the beginning of a word, A before another vowel is expressed by a dot.


aero		aorto	
------	---	-------	---

18. When the combination EJ is followed by a consonant, it is sufficient to write the small circle.


hejmo		mejlo	
-------	---	-------	---


19. When a vowel follows (in a few uncommon words), EJ may be written the same as AJ and distinguished by a dot.


cejano 


lernejano 


20. Other vowel combinations are formed by the simple joining of the signs.


boato 



tieulo 


balaos 

fojno 


foiro 


naŭope 


21. The plural ending OJ is written by the stroke  or  (up), care being taken to join this sign in accordance with the principles of uniform movement.


haroj 

floroj 

ratoj 


pecoj 

homoj 


ludoj 


22. This ending may be used (when necessary) to form the plural of adjectival word-signs. When they are accompanied by a noun, it will not be necessary, as a rule, to express the plural of adjectives.

bela 


belaj 

bona 


bonaj 


belaj floroj 

23. The blends are used as in the English system, and often afford convenient means of writing the accusative forms.

hontema 

atente 

apartenas 

mediumo 


karton 


fraton 

tutan 

homon 


24. It is advisable, however, to write the nominative of feminine forms in full.


fratino 


kantistino 

25. The reversed circle is used to express R. When a root ends in AR, ER, or IR after a straight stroke, the noun form of the word is written as follows:


diro 


tero 

maro 

maniero 


26. The plural is shown by changing the form of the circle into a loop.


diroj 


gitaroj 

27. Derivatives may be written as follows:








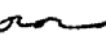
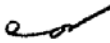



tera 

mara 










diri 










diru 

GENERAL EXERCISE

jahto		diademo		guano	
iu		lerneja		troe	
junulino		duobla		majesta	
laŭbo		aeroplano		majoro	
enuas		jado		trairi	
ial		jalapo		oceano	
alia		jukado		scienco	
salajro		aŭriklo		trajto	
alaŭdo		eŭfemismo		kvieta	
aŭdas		idioto		tiea	
skizo		ideala		prujno	
pajlero		leono		jasmeno	

28. The principle of omission of consonants and vowels as given in the English system may be followed.

certa		morto		cigaro	
firno		ĉarma		moderna	
adverbo		kolombo		facila	

lenni		servo		fluida	
fermas		admiri		teorio	
eterna		demando		sercas	

29. LD is written by raising the end of the L.

faldi		heraldo	
-------	---	---------	---

30. The termination of the present tense in common verbs may be omitted.

donas		amas	
venas		iras	


31. In the past tense, the I of the termination is not written.


donis		kantis	
venis		penssi	


32. In certain common adjectival roots, especially names of colors, etc., the termination may be omitted.

blua		diligenta	
flava		atenta	

33. The adverbial termination is not written, the context deciding as to the function of the word.

morto *or* morte 


dense 


rapida *or* rapide 

dolce 

GENERAL EXERCISE

birdoj 


monato 


altaro 

saldo 


ondo 


atente 

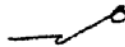
ĝardeno 


apenaŭ 

alarmo 

ĉarniro 

aŭtoro 


modera 

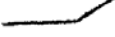
germana 

karto 


okulo 

kurba 

perdas 


mondo 


vermo 


butiko 


monto 


ŝildo 


maŝinaro 

sukero 

karoto 


pinĉilo 


dezerto 


fervojo 


aŭdis 

bruna 


parenco 

vespero 

martiro 
















festeno 

tenilo 

defendo 

34.

JOINED PREFIXES

OR	c	EKZ, EKS	9 0
orgeno		ekzemplo	
UL	^	ekskurso	
ultimato		FOR	/
KON, KOM, KUN (before a consonant)	-	fordoni	
konduti		foriri	
kunveno	2	PER, PRO	c
EM, IM (before a consonant)	-	propra	
impulso		permesi	
embrio		but promesi	
EN, IN (before a consonant)	-	AL (before a consonant)	0
enketo		alvoko	2
insulo		EL (before a consonant)	o
		eldono	

35. DISJOINED PREFIXES

























KONTR, KONTRAŬ	~	AGR	o
kontraŭstari	2e	agrabla	9/
KONSTR	7	ANTAŬ	o.
konstrui	7o	antaŭiri	2e
INTER, INTR	-	CENTR	+
interparoli	2e	centra	to
INSTR	7	DEKL	/
instrui	7o	deklami	2/
DETR	/	INKL	o
detruas	o/	inkluziva	9/
DISTR	/	REKL	o
distraĵo	/	reklamo	2e
ELEKTR	o	HIDR	o
elektrigi	2/	hidrogeno	2e
ALTER	o	MAL	-
alterna	o	mallaŭdi	2e

MAGN	—	ĈIRKAŬ	/
magneto	—	ĉirkaŭaĵo	h
SUPER	'	CIRK	'
superjaro	z	cirkonstanco	h
SUB	'	SUSP	'
subiri	z	suspekti	h
POST, POŝT	/	TRANS	'
postvivi	g	transloĝi	h

N. B. One or two prefixes in this list occur only in very few words. They are, however, included in order that there may be no break between this adaptation and the original system in the writing of certain words which occur in almost identical form in both languages.

GENERAL EXERCISE

ordinara	h	imponi	-z	ekzameno	z
ulmo	—	envio	h	forgesi	h
komforta	2	infero	z	foriĝi	h
embaraso	z	ekspedi	h	perlabori	h

profana		deklari		poŝtkarto	
aldono		hidrofobio		posteulo	
elpeli		malamo		cirkulado	
kontrakto		malfermas		supraĵo	
konstruaĵo		malfeliĉa		transiri	
interrompita		magnezio		transmara	
distrikto		superruzi		ĉirkaŭkuri	
alternativo		submeti		malsupraĵo	

36.

JOINED SUFFIXES

EBL



MENTO



kredeble



elemento




EJO



IND



lernejo



laŭdinda



37.

DISJOINED SUFFIXES


ESTRO



INGO



lernejestro



klingo



INGOJ	-	OGRAFIO	o
cigaringoj	~	stenografio	✓
UJO	^	OLOGIO	c
monujo	—	teologio	o

38. ECO is expressed by the disjoining of the preceding consonant, except when a double vowel intervenes.

boneco	⌒	amikeco	~	beleco	⌒
kareco	~	praveco	⌒	but blueco	⌒

Disjoined B also represents BLECO; and IND disjoined represents INDECO.

afableco	9	legindeco	~
----------	---	-----------	---

39. Special endings for active participles. (See Antaŭ)

ANTA	o	ANTO	o
amanta	o	amanto	o
amantino	o	amantoj	o

INTA	o	INTO	o
aminta	o	aminto	o
amintino	o	amintoj	o

40. The inflections of the adjectival forms may be shown as follows, but this is rarely necessary:

amantaj	o	amintaj	o
amantan	o	amintan	o
amantajn	o	amintajn	o






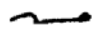













































GENERAL EXERCISE

legebla		plumingo		ebleco	
videbla		kandelingoj		forteco	
preĝejo		inkujo		leganta	
lernejo		pomujo		skribanto	
fundamento		dankeco		batantoj	
estiminda		kuraĝeco		aŭdantaro	
honorinda		heroeco		lernantino	
ŝipestro		acideco		ricevinta	




























41.

LIST OF WORDSIGNS

adreso		ĉe, ĉi	/	dum	
akceptas		ĉiam	⌞	ebla	
al	o	ĉirkau	/	efektiva	
alta	o	ĉiu	/	efiko	⌞
ankaŭ		danko, as	—	egala	
ankoraŭ		dato	/	ekzerco	e
anstataŭ	o	de	/	el	o
antaŭ	o	decidas	/	en, ne	—
apero, as	e	dekstra	/	Esperanto	
apud		devo, as	o	espero	
aŭskultas		deziras	/	esprimas	e
baldaŭ		diferenci	3	estas	,
bedaŭras		diras	/	estis	,
bela		direkto		estos	,
bona		diversa	2	estus	,
certa		doktoro, daŭro		faras, for	/

familio		inda		kolekto	
favora		influo, as		komerco	
feliĉa		inter		konas, kun	
fidela		iom		kongreso	
firmo		jes		konkludo	
formo		justa		konsideras	
forta		kaj		kontraŭ	
fraŭlino		kara		kopio	
-					
granda		kaŭzo		korekta	
grava		ke		korespondas	
ĝenerala		kelke		kurso	
ĝi		kiam		kvankam	
havas, vi		kiel		kvanto	
hieraŭ		kio		kvar	
hodiaŭ		kiom		la	
horo, sur		kiu		lernas	
ili		klara		letero, litero	







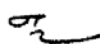



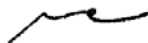








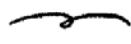
lingvo		oportuna		respondo, as	
listo		originala		ricevas	
longa		parolas		rigardo, as	
malgraŭ		parto		rimarko, as	
metodo		pensas		scias	
mi		per, principo		se, si	
mil		persono		semajno	
morgaŭ		plej		sen	
necese, as		pli		signifo, as	
neniam		popolo		Sinjorino	
nova		por		Sinjoro	
numero		post, povas		sistemo	
objekto		praktiko		skribas	
ofico		preskaŭ		societo	
ofta		publika		spirito	
ol		pura		stato	
opinio, as		rajto		stelo, stilo	

strato		tempo, tiom		tre	
sub		tial		trovas	
subita		tiel		tuj	
sufiĉa		tiu		unu	
suno		tiuj		vera	
sur		tiun		verko	
ŝanĝo		tiu ĉi		volas	
ŝipo		tiuj ĉi		vorto	
tago		trans		zorgas	





42. In a few words the plural may be formed by changing the circle into a loop.

letero		leteroj	
tago		tagoj	
rajto		rajtoj	
stelo		steloj	

43. The following examples will show how to form derivatives from wordsigns:








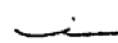


















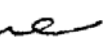



havis		ricevis	
akceptis		sciis	
diris		esperos	
anstataŭulo		dezirata	
korespondado		korektigi	
direktilo		taga	
kolektiĝi		oportuneco	
ekzercigado		literaturo	
kopiadu		stilisto	
fariĝi		grandega	






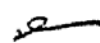
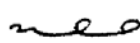













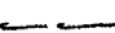


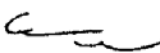







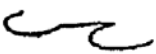


44. In common words the prefix MAL may be joined.






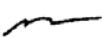


malgranda		malbona	
malbela		malpura	

PHRASE WRITING

45. There is much scope for phrasing, but here we can only give illustrative examples.


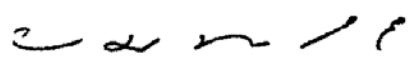
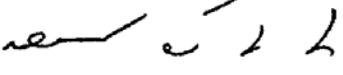
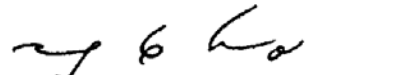
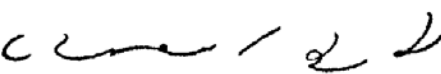

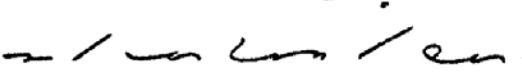


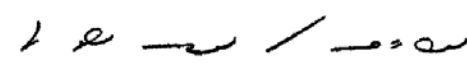
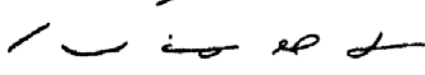
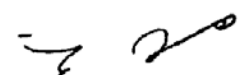

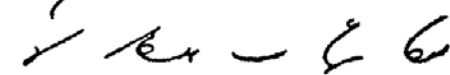
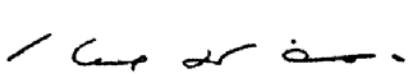
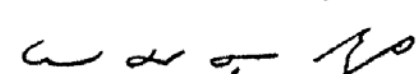
mi estas		sur la	
mi ne estas		je la	
li havas		apud la	
ni povas		la homo	
ni ne faris		la patro	
mi legis		la plej	
oni devas		tre bona	
vi havas		ĉu vi	
de la		kun kiu	
de l'		ju pli	
en la		des pli	
al la		pli ol	
el la		pli bona	
tra la		tiu estas	
per la		tiu ĉi estas	

tio estas		via sincere	
kelke da		multe da	
kiel eble plej		se tamen	
unu la alia		eĉ se	
hodiaŭ vespere		por ke	
tiom da		Kara Sinjoro	
dum tiu tempo		Estimata Sinjoro	
de tempo al tempo		atendante vian respondon	
de tago al tago		respondante vian leteron	
tago post tago		koncernante la	
iom post iom		tuŝante tio	
post iom da tempo		promenante sur la	
antaŭ kelkoj tagoj		pensante pri	
mi bedaŭras diri		en tiu tempo	
mi bone ricevis		en tiu okazo	
via letero		pli malpli	
via fidele		kune kun	

antaŭ nelonge		en la momento	
poŝt oficejo		la proksiman semajnon	
lingvo internacia		tuj kiam	
tutan tagon		multe pli bone	

READING EXERCISE

LA ESPERO

— ne go v

no nee

7 4 - 2

— n w so.

— n w so

— 7 6 - 7

7 7 7

— 7 7 7

SOME GREGG PUBLICATIONS

SHORTHAND INSTRUCTION BOOKS

- Gregg Shorthand Manual.** Revised edition, with entirely new exercises. Bound in cloth.....\$1.50
- Gregg Speed Studies.** Combined supplementary textbook and dictation course, dealing with problems of speed and accuracy. All reading and writing material in shorthand, conforming to principles of New Manual. 328 pages, cloth binding..... 1.00
- Supplementary Exercises in Gregg Shorthand.** A collection of words, sentences, letters, tests and charts in shorthand and type, arranged in accordance with the division of material in the Revised Manual. 64 pages..... .60
- Progressive Exercises in Gregg Shorthand.** Revised for use with the New Manual. Tests students' knowledge of each lesson..... .50
- Gregg Speed Practice.** Reading and writing exercises, combined with dictation practice. Illustrated with shorthand forms. 258 pages..... 1.00
- Gregg Shorthand Dictionary.** New edition containing the outlines of nearly 17,000 words. Flexible binding..... 1.50
- Gregg Shorthand Phrase Book.** Contains about 2,400 useful phrases. A great aid in attaining speed. Bound in leather, vest-pocket size..... .75
- Practical Drills in Shorthand Penmanship.** By George S. McClure..... .15
- Taquigrafía Fonética Gregg-Pani.** An adaptation of Gregg Shorthand to the Spanish language. 83 pages, bound in cloth. 1.50
- Gregg Shorthand Adapted to Esperanto.** By Ernest L. Jackson. Attractively bound in cloth75

DICTATION

- Expert Shorthand Speed Course.** By Rupert P. SoRelle. Explains the methods and gives the practice matter used in training the successful contestants for the Miner Medal. 260 pages, bound in cloth..... 1.00
- Graded Dictation.** By Walter Rasmussen. Carefully graded, with blanks for writing in the shorthand. 228 pages..... 1.00
- Shorthand Dictation Drills.** Edited by John Robert Gregg. Carefully graded dictation material — business letters, literary and informative articles. Printed entirely in type. Bound in cloth. 212 pages..... .75