

passages with prefixes im ir non Handbook

passages with prefixes im ir non are fascinating linguistic constructs that showcase the richness and flexibility of the English language. These prefixes—im-, ir-, and non—serve as powerful modifiers that alter the meanings of base words, creating new words with nuanced differences. Understanding how these prefixes work and their influence on language can enhance both your vocabulary and your comprehension of complex texts. In this comprehensive guide, we will explore the origins, definitions, usage, and examples of passages with these prefixes, providing you with valuable insights into their role in communication.

Understanding Prefixes: im-, ir-, and non-

The Role of Prefixes in English Language

Prefixes are affixed at the beginning of root words to modify or refine their meanings. They are integral to word formation and help convey specific ideas or attitudes. The prefixes im-, ir-, and non- are particularly notable for their ability to negate or intensify the base word's meaning.

Key points about prefixes:

- Im- usually means "not" or "in," often used to form adjectives or verbs.
- Ir- functions similarly to im-, primarily negating or reversing the meaning.
- Non- explicitly means "not" or "without," creating words that describe absence or negation.

Origins and Usage of Prefixes im-, ir-, and non-

Historical Background

The prefixes im-, ir-, and non- have Latin and Old English roots:

- Im- derives from Latin "in-" which sometimes becomes "im-" before b, m, p, or vowels.
- Ir- is a variant of "in-" used before words starting with r.
- Non- comes directly from Latin "non," meaning "not."

These prefixes have been integrated into English over centuries, often through Latin and Old English influences, shaping the way we negate or intensify words today.

Common Usage Patterns

- im- is typically used before words starting with b, m, or p (e.g., impossible, impolite).
- ir- is used before words starting with r (e.g., irrelevant, irresponsible).
- non- is used more broadly with nouns and adjectives to indicate absence or negation (e.g., nonverbal, nonstop).

Examples of Passages with Prefixes im-, ir-, and non-

Passages with im-

- The instructions were impossible to follow due to their complexity.
- She was impolite during the meeting, which upset her colleagues.
- The project seemed immovable despite numerous efforts.

Passages with ir-

- His comments were irrelevant to the main topic.
- The driver was irresponsible by ignoring the traffic signals.
- The evidence was irrefutable, leaving no doubt about the verdict.

Passages with non-

- The nonverbal cues indicated that she was uncomfortable.
- He prefers a non-stop flight to save time.
- The company offers non-refundable tickets, so choose carefully.

Analyzing the Impact of Prefixes in Context

Negation and Absence

The prefixes im-, ir-, and non- primarily function to negate or indicate the absence of a characteristic or quality.

Examples include:

- Imperfect (not perfect)
- Irregular (not regular)
- Nonexistent (not existing)

These words help articulate ideas with precision, especially in academic, technical, or formal writing.

Intensity and Reversal

In some cases, these prefixes can also intensify or reverse the meaning of a word:

- Impressive (causing admiration) vs. improper (not proper)
- Irreplaceable (cannot be replaced) vs. replace (to substitute)

Understanding these nuances allows writers and readers to grasp subtle differences in meaning.

SEO Optimization Tips for Using Passages with im-, ir-, non-

When creating content that includes passages with these prefixes, consider the following SEO strategies:

- Use relevant keywords naturally, such as "passages with im-, ir-, non- prefixes," "examples of negation prefixes," or "words with non- prefix."
- Incorporate synonyms and related terms like "negate," "absence," "reversal," and "modifier."
- Structure content with clear headings (

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) to improve readability and enhance search engine ranking.

- Include list formats for key points to make information scannable.
- Use internal linking to related topics like "prefixes in English" or "word formation."

Additional Tips for Recognizing Passages with Prefixes

How to Identify Passages with im-, ir-, and non-

- Look for words starting with these prefixes at the beginning of sentences or paragraphs.
- Pay attention to context clues that indicate negation, absence, or reversal.
- Recognize common root words that frequently combine with these prefixes.

Practice Exercises

- Find sentences in texts or articles that contain words with these prefixes.
- Rewrite sentences by replacing positive words with their negated counterparts.
- Create your own sentences using words with im-, ir-, and non- prefixes to reinforce understanding.

Conclusion: Embracing Prefixes to Enhance Language Skills

Passages with prefixes im-, ir-, and non- are essential components of English vocabulary that enable precise and nuanced communication. Whether negating a concept, emphasizing absence, or reversing an action, these prefixes add depth to language use. By studying their origins, meanings, and typical contexts, learners can improve their reading comprehension and vocabulary prowess. Incorporating these prefixes into your writing can also help you construct more sophisticated and accurate expressions, making your communication clearer and more impactful.

Remember, mastering prefixes like im-, ir-, and non- opens doors to understanding complex texts and expressing ideas with greater clarity. Keep practicing by analyzing passages, creating your own sentences, and exploring new words with these prefixes. With time and effort, you'll become more confident in recognizing and using these powerful linguistic tools effectively.

Keywords for SEO Optimization:

- Passages with im-, ir-, non- prefixes
- Words with non- prefix
- Examples of negation prefixes
- Prefixes in English language
- Word formation with prefixes
- Understanding prefixes in English
- Prefixes that negate or intensify meaning
- How to recognize passages with prefixes

Passages with prefixes im, ir, non are fascinating linguistic constructs that significantly influence the meaning and usage of words in the English language. These prefixes are part of a broader category of morphological elements that modify root words to create new words with nuanced meanings. Understanding how these prefixes function, their origins, and their applications can deepen one's grasp of language and enhance vocabulary skills. In this article, we will explore the prefixes im-, ir-, and non-, examining their definitions, etymologies, usage rules, and examples to illustrate their importance in effective communication.

Understanding the Prefixes: im-, ir-, and non-

What Are Prefixes?

Prefixes are affixes added to the beginning of a root word to alter its meaning. They are integral to word formation in English and many other languages. Prefixes can indicate negation, direction, intensity, or other grammatical or semantic changes. The prefixes im-, ir-, and non- primarily serve to negate or reverse the meaning of the root word, though they can have other functions as well.

Prefix im-

Definition and Origin

The prefix im- is derived from Latin, where it is a variant of in-. When attached to words, im- typically means "not," "into," or "toward." It is used before words starting with certain consonant sounds, especially m- and p-. Its function most commonly involves negation or indicating a state of being.

Usage and Rules

- Generally used before words starting with m- or p-.
- When used as a negation, it creates words with the meaning "not" or "opposite of."
- Can sometimes imply inward movement or inclusion.

Examples of im-

- Impossible: Not possible; something that cannot be done.
- Immobile: Not able to move; fixed in place.
- Imperfect: Not perfect; defective or flawed.
- Immature: Not mature; lacking adult qualities.
- Impartial: Not biased; fair.

Features and Pros/Cons

Features:

- Frequently used to denote negation.
- Often combines with adjectives and nouns.
- Helps form antonyms.

Pros:

- Clarifies meaning by negating the root word.
- Widely applicable across different contexts.
- Useful in academic, professional, and everyday language.

Cons:

- Can sometimes lead to confusion if the root word is complex.
- Overuse may result in negative or dismissive tone.

Prefix ir-

Definition and Origin

The prefix **ir-** is a variant of **in-**, used specifically before words beginning with **r-**. Like **im-**, **ir-** generally imparts a negation, meaning "not" or "opposite of." Its usage is governed by phonetic rules, primarily to maintain ease of pronunciation.

Usage and Rules

- Used before words starting with **r-**.
- Creates words with meanings of negation or opposition.
- Sometimes used to indicate absence or lack.

Examples of ir-

- Irregular: Not regular; deviating from normal order.
- Irrelevant: Not relevant; not applicable.
- Irresponsible: Not responsible; lacking accountability.
- Irreversible: Not reversible; cannot be undone.
- Irrefutable: Not refutable; impossible to deny.

Features and Pros/Cons

Features:

- Specializes in negating words starting with r-.
- Used predominantly in adjectives and nouns.
- Contributes to precise expression of negation.

Pros:

- Maintains phonetic flow and ease of pronunciation.
- Facilitates the creation of precise antonyms.
- Enhances clarity and specificity in language.

Cons:

- Limited to words starting with r-.
- May be confusing for non-native speakers unfamiliar with usage rules.

Prefix non-

Definition and Origin

The prefix non- comes from Latin, meaning "not" or "absence of." Unlike im- and ir-, which modify specific words, non- is used more broadly to negate or indicate the absence of a quality, state, or condition.

Usage and Rules

- Used before nouns and adjectives.
- Creates words indicating the absence or negation of a property.
- Can be attached to a wide range of words, making it highly versatile.

Examples of non-

- Nonexistent: Not existing.
- Nonsense: Words or ideas that lack meaning.
- Nonverbal: Not involving or expressed in words.
- Nonprofit: Not for profit; an organization that does not generate profit.
- Nonconformity: The state of not conforming.

Features and Pros/Cons

Features:

- Broad applicability across different word types.
- Often used in formal and technical language.
- Emphasizes negation or absence.

Pros:

- Allows for concise expression of negation.
- Facilitates the creation of new terminology.
- Widely recognized and understood.

Cons:

- Can sometimes lead to overly complex words.
- May obscure meaning if overused or used improperly.

Comparative Analysis of im-, ir-, and non-

Similarities

- All serve primarily as negation prefixes.
- Derived from Latin origins.
- Used to form antonyms or words indicating absence.
- Enhance precision and nuance in language.

Differences

Feature	im-	ir-	non-
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Usage Context	Before m- and p- words	Before r- words	Before nouns and adjectives broadly
Function	Negation, inward movement	Negation, opposition	Negation, absence

| Flexibility | Moderately flexible | Limited to r- words | Highly versatile |

Practical Implications

Understanding these prefixes enables writers and speakers to manipulate words effectively, creating nuanced expressions. For instance, distinguishing between impossible and nonexistent clarifies whether something is unfeasible or simply absent. Similarly, knowing when to use irregular versus nonconforming can sharpen technical descriptions.

Common Challenges and Tips for Usage

- Phonetic considerations: Remember that im- and ir- are used based on pronunciation rules to maintain flow.
- Context matters: Not all words with these prefixes are negations; some may have specialized meanings.
- Avoid overuse: Relying excessively on negation prefixes can make language sound negative or overly complex.
- Consult dictionaries: For unfamiliar words, verify the correct prefix and meaning.

Conclusion

Passages with prefixes im-, ir-, and non- exemplify the richness and precision of the English language. They serve as powerful tools for negation, opposition, or absence, allowing speakers and writers to craft meanings with clarity and subtlety. Recognizing the nuances among these prefixes enhances vocabulary, improves comprehension, and facilitates effective communication. Whether used to describe impossible tasks, irregular patterns, or nonexistent entities, these prefixes demonstrate how morphological elements shape language profoundly. Mastery of their usage enables a more sophisticated and accurate expression of ideas, making language both a functional and artistic medium.

In summary:

- im-: Primarily negates adjectives and nouns starting with m- and p-.
- ir-: Negates words beginning with r-.
- non-: Broadly negates nouns and adjectives, emphasizing absence or lack.

Understanding and applying these prefixes correctly is a valuable skill for language learners, writers, educators, and anyone interested in the intricacies of English morphology.

Question What are passages with the prefixes 'im', 'ir', and 'non' used for in language learning? They are used to help learners understand how prefixes modify the meanings of root words, often indicating negation, absence, or opposite qualities. Can you give examples of words with the prefix 'im' in passages? Yes, examples include 'impossible', 'imperfect', and 'immature', which show how 'im' changes the meaning of the root words to indicate negation or opposite qualities. Why do some words with the prefix 'ir' start with 'ir' instead of 'i' or 'r'? Because of spelling rules in English, the prefixes 'im', 'in', 'il', and 'ir' are chosen based on the first letter of the root word for phonetic harmony, such as 'irregular' and 'irrelevant'. How does the prefix 'non' change the meaning of words in passages? The prefix 'non' generally indicates negation or absence, turning words like 'existent' into 'nonexistent' to show the opposite or lack of something. Are passages with these prefixes helpful for understanding antonyms? Yes, they are helpful because prefixes like 'im', 'ir', and 'non' often create words that are antonyms or indicate the absence of a quality, aiding in vocabulary development.

Related keywords: impossible, irregular, inconsistent, intangible, irrelevant, impolite, irresponsible, nonverbal, nondestructive, incompatible

english shorthand dictation passages

English shorthand dictation passages are essential tools for students and professionals aiming to improve their speed and accuracy in shorthand writing. These passages serve as practical exercises that simulate real-world transcription tasks, helping learners develop their skills in capturing spoken language swiftly and precisely. Whether you're preparing for shorthand examinations or enhancing your note-taking efficiency, mastering the use of carefully selected dictation passages is a crucial step toward achieving proficiency.

Understanding the Importance of Shorthand Dictation Passages

Shorthand dictation passages are more than just practice material; they are foundational in developing several key skills essential for effective shorthand writing.

Why Practice with Dictation Passages?

- **Improves Speed:** Regular practice helps in increasing the speed of writing, enabling shorthand writers to keep pace with spoken words.
- **Enhances Accuracy:** Repeated transcription of passages trains the writer to capture every word correctly, reducing errors over time.

- **Builds Confidence:** Consistent practice boosts confidence, making it easier to handle real-time dictations.
- **Develops Listening Skills:** Listening carefully to passages sharpens auditory skills necessary for accurate shorthand transcription.
- **Introduces Vocabulary and Phrasing:** Exposure to diverse passages enhances vocabulary and familiarizes learners with common phrases and idiomatic expressions.

Types of English Shorthand Dictation Passages

Effective practice involves a variety of passages that challenge different aspects of shorthand skills.

1. Simple Sentences

These passages contain straightforward sentences, ideal for beginners to practice basic transcription skills.

2. Complex Paragraphs

Longer texts with intricate sentence structures help advanced learners work on speed and comprehension.

3. Formal and Informal Styles

Practicing both styles prepares learners to transcribe speeches, meetings, or casual conversations accurately.

4. Business and Legal Passages

Specialized passages related to business and law help learners familiarize themselves with industry-specific terminology.

Creating Effective Shorthand Dictation Passages

Quality practice requires well-designed passages that mimic real-life situations, with attention to clarity, variety, and appropriateness.

Tips for Selecting or Writing Passages

- **Use Natural Language:** Passages should sound like natural speech to simulate actual dictation scenarios.

- **Include Common Phrases and Idioms:** Incorporate frequently used expressions to improve practical transcription skills.
- **Vary Vocabulary and Sentence Structure:** Mix simple and complex sentences to challenge different skill levels.
- **Maintain Clarity and Coherence:** Ensure passages are logical and easy to follow, avoiding ambiguity.
- **Introduce Technical Terms Gradually:** For advanced learners, add specialized vocabulary relevant to their field.

Sample English Shorthand Dictation Passages

Below are examples of passages suitable for different proficiency levels.

Beginner Level

"The cat sat on the mat. It looked at the dog. The sun is bright today. We like to play outside."

Intermediate Level

"The meeting started at nine o'clock. The manager discussed the quarterly sales report. Everyone listened carefully and took notes. After the presentation, questions were answered."

Advanced Level

"In today's fast-paced business environment, effective communication is crucial. Accurate shorthand transcription allows professionals to record meetings, interviews, and legal proceedings efficiently. Mastery of shorthand dictation passages enhances overall productivity and ensures no critical details are missed."

Techniques for Practicing with Shorthand Dictation Passages

Successful practice involves more than just reading and writing; it requires strategic techniques to maximize learning.

1. Regular Practice Schedule

Consistency is key. Dedicate specific times daily or weekly to practice dictations, gradually increasing difficulty and duration.

2. Use Recordings

Record passages spoken aloud and listen repeatedly to simulate real-time dictation. This improves auditory processing and speed.

3. Focus on Phrasing

Practice capturing common phrases in shorthand as units rather than separate words, which increases speed and fluency.

4. Review and Correct

Always review your transcriptions, compare them with the original passages, and correct errors to reinforce learning.

5. Gradually Increase Difficulty

Start with simple passages and progressively move to more complex texts to build confidence and skill.

Resources for English Shorthand Dictation Passages

Numerous resources are available online and offline to access high-quality dictation passages.

Online Platforms and Websites

- Shorthand Practice Websites: Offer downloadable practice passages for various levels.
- Educational Apps: Provide interactive dictation exercises with feedback.
- Youtube Channels: Feature dictation videos for listening and transcribing practice.

Books and Publications

- Shorthand Practice Books: Contain curated passages categorized by difficulty.
- Exam Preparation Guides: Include model dictation passages for exam practice.

Conclusion

Mastering **english shorthand dictation passages** is fundamental for anyone looking to excel in shorthand writing. Through consistent practice with diverse and well-structured passages, learners can significantly improve their speed, accuracy, and confidence. Incorporating effective techniques such as listening exercises, phrasing focus, and regular review ensures steady progress. Whether

you're a beginner or an advanced shorthand practitioner, utilizing quality dictation passages tailored to your level will accelerate your journey toward shorthand mastery. Explore available resources, practice diligently, and watch your transcription skills reach new heights.

English Shorthand Dictation Passages: An In-Depth Exploration

Introduction

English shorthand dictation passages serve as a vital component in the realm of secretarial training, journalism, and transcription services. These passages are meticulously crafted excerpts designed to hone a student's or professional's ability to listen, comprehend, and transcribe swiftly and accurately using shorthand notation. As a skill that blends rapid listening with swift writing, shorthand dictation passages have evolved over centuries, adapting to technological advances and pedagogical shifts. This article aims to provide a comprehensive, analytical overview of these passages, highlighting their significance, structure, types, and pedagogical value, grounded in historical context and current practices.

Understanding the Concept of English Shorthand Dictation Passages

Definition and Purpose

English shorthand dictation passages are pre-selected texts or spoken excerpts used for training individuals in shorthand writing. The primary purpose of these passages is to simulate real-world dictation scenarios, enabling learners to develop speed, accuracy, and comprehension skills. They serve as standardized tools in teaching shorthand, ensuring learners become proficient in transcribing spoken language efficiently.

These passages are carefully curated to include a mix of vocabulary, sentence structures, and idiomatic expressions relevant to everyday, professional, or official contexts. The objective is to train students to quickly capture spoken words in shorthand, then transcribe them into full text with minimal errors.

Historical Significance

Shorthand, invented in the 19th century by Sir Isaac Pitman and others, revolutionized stenography and transcription practices. Early dictation passages were often lengthy, complex, and designed to test the limits of speed and comprehension. Over time, the passages have been refined to balance difficulty levels, aiming to foster gradual skill development.

In contemporary education, these passages serve not only as training tools but also as assessment instruments to evaluate progress. They bridge the gap between theoretical shorthand rules and

practical application, ensuring learners can handle real dictation tasks efficiently.

Structure and Composition of Shorthand Dictation Passages

Characteristics of Effective Passages

Effective shorthand dictation passages share several key features:

- **Clarity and Coherence:** The text should be logically structured, with clear sentence flow to facilitate comprehension.
- **Varied Vocabulary:** Incorporating common words, idioms, and technical terms ensures preparedness for diverse dictation scenarios.
- **Balanced Difficulty:** Passages should progressively increase in complexity to match learner proficiency.
- **Conciseness:** While comprehensive, passages should avoid unnecessary verbosity, focusing on relevant content.
- **Inclusion of Punctuation and Pauses:** To simulate real speech, passages often include marks indicating pauses, emphasis, or intonation.

Common Components of Passages

Typical dictation passages comprise:

- **Narrative or Descriptive Texts:** These include stories, reports, or descriptions that mimic real-life situations.
- **Dialogues or Conversations:** Simulating interviews or meetings, dialogues help learners practice transcribing multiple speakers.
- **Official Speeches or Addresses:** These expose learners to formal language, useful for court reporting or parliamentary transcription.
- **Technical or Business Content:** For students specializing in specific fields, passages include industry-specific vocabulary.

Format and Length

Passages vary in length, typically ranging from 50 to 200 words for practice sessions, with longer passages used for timed assessments. The format often includes:

- Clear spacing between sentences

- Marked pauses or emphasis points
- Optional notes for punctuation or special symbols

Types of English Shorthand Dictation Passages

Based on Content and Context

- General Passages: Cover everyday topics like weather, health, or social events.
- Formal Passages: Include speeches, debates, or official reports.
- Technical Passages: Focus on scientific, medical, or legal content.
- Business and Commercial Passages: Involve banking, commerce, or administrative communication.

Based on Difficulty Level

- Beginner Level: Short, simple sentences with common vocabulary.
- Intermediate Level: Slightly complex sentences with idiomatic expressions.
- Advanced Level: Lengthy, complex, and technical passages requiring high proficiency.

Specialized Passages

Some passages are designed for specific stenography needs:

- Legal Dictation: Court proceedings, legal briefs.
- Medical Dictation: Patient reports, medical notes.
- Journalistic Passages: News reports, interviews.

Pedagogical Significance of Dictation Passages in Learning Shorthand

Skill Development

Dictation passages are instrumental in:

- Enhancing speed: Regular practice increases words per minute (WPM).
- Improving accuracy: Focus on correct transcription minimizes errors.
- Developing comprehension: Learners learn to grasp meaning quickly and accurately.

- Building confidence: Regular practice builds proficiency and reduces anxiety.

Assessment and Evaluation

Educators use dictation passages to:

- Measure progress over time.
- Identify areas needing improvement.
- Set benchmarks for professional certification.

Teaching Strategies

Effective use of dictation passages includes:

- Starting with easier passages and gradually increasing difficulty.
- Encouraging repeated practice to build muscle memory.
- Incorporating varied content to cover different vocabulary sets.
- Using recording devices for self-assessment.

Challenges and Solutions in Using Dictation Passages

Common Challenges

- Difficulty understanding fast speech: Learners may struggle to keep pace.
- Errors in transcription: Missed words or misheard phrases.
- Fatigue and concentration lapses: Long passages can cause mental fatigue.
- Limited vocabulary: Inability to transcribe technical or unfamiliar terms.

Proposed Solutions

- **Use recordings with adjustable speed to gradually increase listening pace.**
- **Practice with shorter passages before progressing to longer ones.**
- **Incorporate vocabulary building exercises alongside dictation practice.**
- **Ensure proper rest and focus during practice sessions.**
- **Use shorthand symbols and abbreviations to improve speed and accuracy.**

Modern Trends and Technological Integration

Digital Dictation and Transcription Tools

With advancements in technology, traditional shorthand dictation is increasingly supplemented by:

- Voice recognition software: Tools like Dragon NaturallySpeaking assist transcribers.
- Audio recordings: High-quality recordings enable flexible practice.
- Online platforms: Websites and apps offering interactive dictation exercises.

Impact on Traditional Practices

While technology enhances efficiency, the foundational skill of shorthand remains relevant, especially for:

- Court reporting where verbatim transcription is critical.
- Environments with limited technological access.
- Professionals seeking rapid note-taking skills.

Future Directions

Emerging trends suggest a hybrid approach, combining shorthand mastery with technological tools, ensuring versatility and adaptability in transcription careers.

Conclusion

English shorthand dictation passages are more than mere exercises; they are fundamental stepping stones in mastering the art of rapid transcription. Their structured design, varied content, and pedagogical utility make them indispensable in training competent stenographers, secretaries, journalists, and transcriptionists. As the landscape of communication evolves, these passages continue to serve as a bridge between traditional shorthand skills and modern technological aids, ensuring practitioners are well-equipped to meet diverse transcription challenges. Embracing both their historical significance and future potential, the diligent practice of dictation passages remains a cornerstone of proficient shorthand writing.

Question What are the key skills required for mastering English shorthand dictation passages? Key skills include quick and accurate listening, fast writing speed, familiarity with shorthand symbols, good concentration, and the ability to comprehend context rapidly during dictation. **Answer** How can I improve my accuracy while taking shorthand dictation passages in English? To improve accuracy, practice regularly with varied passages, develop a strong grasp of shorthand symbols, focus on listening carefully, and review your notes to correct errors and reinforce learning.

What are some common challenges faced while transcribing English shorthand dictation passages, and how can they be overcome? Common challenges include missing words, misinterpretation of symbols, and speed issues. These can be overcome by consistent practice, enhancing listening skills, and reviewing shorthand rules thoroughly. Which shorthand systems are most popular for transcribing English dictation passages? The most popular shorthand systems include Gregg Shorthand, Pitman Shorthand, and Teeline Shorthand, each offering different methods suited for speed and accuracy in English dictation. How can I effectively practice English shorthand dictation passages for competitive exams? Effective practice involves timed dictation exercises, studying previous exam passages, working on increasing speed without sacrificing accuracy, and regularly reviewing shorthand symbols and transcription techniques.

Related keywords: English shorthand, dictation practice, shorthand passages, stenography exercises, shorthand dictation, speed building, shorthand training, shorthand passages for beginners, shorthand transcription, shorthand exercises

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