

# The Indianapolis Times

Until March 10th Offers

## A COMPLETE SHORTHAND COURSE Without Costing You One Cent!

This offer is open to persons who reside out of town as well as to those who live in Indianapolis and is made through the cooperation of

### Boyd 30-Day Shorthand

As Taught by the

**AMERICAN INSTITUTE of STENOGRAPHY, Inc.**  
939 K. of P. Bldg.

Indianapolis, Indiana

*Young and Old Can Now Have the Business Training So Long Desired*

The course offered is a twelve week home-study course with two two-hour evening classes each week for entrants who can attend.

**4 New Subscriptions  
Each for Six Months  
Entitles You to the First  
Quarter's Instructions  
Including Necessary Textbooks**

This gives you an opportunity to prove to your own satisfaction that this course is at least worth the little effort required to secure a subscription order from so few of your friends.

Each of the other three quarters can be secured by obtaining four additional new subscription orders each for a three-month period.

You can thus pay for the entire course, including textbooks by obtaining four new six-month subscription orders and twelve new three-month subscription orders or—if you desire to have the entire course earned at the time of entry—by securing sixteen new three-month subscription orders.

Each subscription will be verified and must be secured according to the following rules which apply to this offer.

#### Read These Simple Rules Carefully

Subscriptions must be obtained for home delivery of The Indianapolis Times.

Each subscription order must be from a NEW subscriber. A New subscriber is one who has not had The Indianapolis Times delivered to them within four weeks of the time this offer is made.

All subscribers are recorded at The Times office so do not waste your time signing up an old subscriber.

Subscribers are to pay The Indianapolis Times carrier at the regular rate of ten cents per week if living in Indianapolis or twelve cents per week elsewhere.

The Indianapolis Times reserves the right to be the final judge as to whether or not any subscription is acceptable according to the rules of this offer.

All orders will be verified within a few days after they have been received by the Circulation Department of The Times.

More than one member of the same family living at the same address will NOT be considered acceptable.

If subscription orders are found to have been secured in accordance with the above rules you will immediately be awarded a certificate which will entitle you to either the entire Boyd Shorthand Course as taught by the American Institute of Stenography, or the part of the course, which you have earned by securing the required number of new subscribers to The Indianapolis Times.

Other schools where Boyd Shorthand is taught are located in

Chicago, Ill.  
Washington, D. C.  
Bridgeport, Conn.  
Toledo, Ohio

St. Louis, Mo.  
Los Angeles, Cal.  
Cincinnati, Ohio  
Calcutta, India

New York, N. Y.  
Baltimore, Md.  
Pittsburgh, Pa.  
Detroit, Mich.

Louisville, Ky.  
Minneapolis, Minn.  
Bombay, India  
Ottawa, Canada

Philadelphia, Pa.  
Boston, Mass.  
Cleveland, Ohio  
Milwaukee, Wis.

New Orleans, La.  
Winnipeg, Canada  
Sydney, Australia  
Manilla, P. I.

#### THIS IS YOUR OPPORTUNITY TO BE A TRAINED WORKER

Complete information with no obligation cheerfully given either at the

AMERICAN INSTITUTE of STENOGRAPHY  
or at

**The Indianapolis Times**

214-220 W. Maryland St.

Indianapolis, Ind.

The Boyd System of Shorthand has been in use for twenty-seven years and its writers hold the world record for speed and accuracy.

It has been taught since 1901 and is now successfully used by thousands throughout the world.

Boyd Shorthand is not a new or mysterious method of writing, but a practical system based on simplicity, speed and accuracy and a principle different from any other system.

The Boyd System is as different from other methods of shorthand as is the modern way of spelling when compared to the method formerly used.

It is the system which makes characters represent syllables rather than single letters. The advantage of this will at once appeal to the thinking critic of shorthand systems. It has torn away the old veil of mystery and made the study clear and easy. It produces clear headed and confident writers who are not weighed down with a burden of rules and their necessary exceptions.

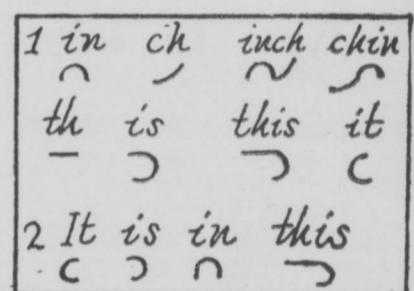
#### Boyd Students Start Writing Shorthand in One Week

and rapidly develop remarkable speed because:

- 1—There are only nine characters and three easy rules to learn.
- 2—No backhand movements, dots or shading is used.
- 3—There are no word signs and it is not like learning a foreign language.
- 4—You receive book and class clarified instructions.
- 5—It is easy to learn, easy to write and hard to forget.
- 6—You can read your notes months after they have been written—in fact they never get cold.
- 7—It is the modern shorthand.

This entire system has developed around the fact that there are approximately 112 syllables in written and spoken English and of this number 50 are rarely used. This leaves approximately 62 which make up three-fourths of our English of today.

The first TWO lessons of Boyd Shorthand covers 118 syllables which can be easily learned in a few hours of study because the characters are so arranged that when a student learns 16 syllables he practically knows 80. This explains how the student with a few weeks of study can attain a speed of a hundred words per minute and by subsequent practice can be increased to 200 words per minute. Boyd Shorthand is such an improvement over the "Old-Fashioned" methods that the American Institute of Stenography now have several students who find it easier to learn this "International Standard System" than to attempt to "brush up" or review a system they have previously studied.



This cut shows the simplicity of Boyd System

#### Cut Out This Blank and Have the New Subscribers You Secure Sign Their Names and Addresses on It

Name of Person Taking  
These Orders .....

Do NOT Write in  
This Space

Address .....

The Indianapolis Times,  
214-220 W. Maryland St.,  
Indianapolis, Indiana

You are hereby authorized to deliver The Indianapolis Times, daily, for a period of AT LEAST SIX MONTHS and thereafter until ordered discontinued, to me at my residence address shown below, for which I agree to pay your carrier at the regular rate (ten cents per week in the City of Indianapolis, outside of Indianapolis twelve cents per week). I am giving this subscription to the person taking my order to help them earn the Boyd Shorthand course which you are now offering as a prize for securing a stipulated number of NEW subscribers. I further certify that I AM NOT NOW A SUBSCRIBER to The Indianapolis Times, and have not been one during the past thirty days.

ALL ORDERS MUST BE VERIFIED AS ACCEPTABLE TO THE TIMES

New Subscribers Themselves Must Sign This Blank

NAME	ADDRESS	FLOOR OR APT.
1 .....	.....	.....
2 .....	.....	.....
3 .....	.....	.....
4 .....	.....	.....

This blank covers only the four (4) subscribers required for entry, tuition for the first quarter and text books. Additional blanks for subscriptions required for the last three quarters can be obtained at The Indianapolis Times or the American Institute of Stenography.

When you have this blank filled mail or bring it to the Circulation Department, Indianapolis Times, 214-220 West Maryland Street. Award certificate will be mailed to you as soon as orders are verified.