William Bradford Sherman, who resides at 130 Broadway, is a graduate of the Stenography Department of the School of Commerce and Business Education of Providence, R.I. He was born in New Bedford, Mass., Feb. 10, 1863. He received his early education in the public schools of that city. In 1880 he entered B. & S. and was graduated with the class of 1885.

Mr. Sherman has been a student in the school for 13 years, during which time he has been in the employ of the school as an assistant teacher in the B. & S. stenography department. He began his duties in November, 1885, and has been employed in that capacity ever since. During this entire period the student has been in the direct supervision of Mr. Sherman, who personally directs his course. The work is live, practical, real, and inspires one with its insight into the business world. The work is the same as the time spent in the auditing and bookkeeping of the business world. Mr. Sherman is master of his art and is a man of great value.

The office practice department is a part of the School of Business Education. It is one of the best known departments of the school and is under the direct supervision of Mr. Sherman, who personally directs his course. The student is given a full range of practice in the outside world. The work is lived and studied in the office, and the student is made ready for the business world. The work is a part of the student's education and is a part of his work.
STORY THOUGHTS FOR THE TEACHER.

Expressions from Some of the Country's Leading Educators.

Teachers of America, go forth to your pupils and let them have full tongue with the Almamuth, un­shamed by fear. Abandon yourselves to resolu­tion, sustained by faith in the hold­ings of your mission, assured that you hold the strategic point in education, which every man must be the strategic point in civilization.—James J. Yo­ner.

It is against the men of prejudices that the fight for introducing our work of industrial training must be made. We must overcome the prejudice that culture is confined to the classical side of college. Some of the most cultured men I have ever known have been scientists, and some of the greatest heroes have been teach­ers.—Professor C. P. Cary.

If you ever came in contact with some chieftain Indians you must endure as much pain as possible.
The Pleasures of a Bryant & Stratton Assembly.

Each year a dance and reception is given by the class of that year for an assembly of Bryant & Stratton alumni and students. The main idea of holding such an affair is to bring together, at least once a year, all those who have ever had any connection from the teachers of the institution, so that old friends may meet again and have an opportunity of seeing their former tutors or more often, their former classmates. Incidentally, for the younger members, meet surely, the dancing is an added attraction. In order that the custom may be kept up, a committee is elected from the class to make arrangements for and to take entire charge, assisted by the teachers of the assembly. Naturally each committee, as a representative of their class, strive to make more of a success of their efforts than previous classes, and from year to year the interest is kept alive in the hearts of all.

We always have the pleasure of having the teachers of the school act as our reception committee. In fact, the assembly is held each year in honor of them as a token of long-standing friendship between them and all the alumni. Some of the alumni of more mature years may appreciate very much more the chance for coming together each year to greet their former instructors than do the younger ones. Very probable it is that such may be the case, for as one year more is placed behind them, the happiness of the days when they fled into the large school and faced the world of work bears the world and adventure of their beloved principal, and makes them grow the memories of by-gone days.

But how much must it be thought that the younger set do not find the greatest pleasure, for example, if nothing else serves to inspire their more frivolous minds to action, their wonder of the music, echoing from the large assembly hall, unmarred by the clashing of dancing has commenced, is all that is necessary to awaken them. They hurry around among all their friends, past, present and future, to fill their dance cards with names which, if it were not for the cards, cherished in years to come, might be forgotten not intentionally. And perchance, some of their old friends might have been forgotten since the last meeting, again the opportunity presents itself for renewing old acquaintanceships.

Although school spirit may not be very great in a school of this kind as in a high school or college, you are sure to find a Bryant & Stratton Business College gathering every year under the sign of Alma Mater. When it is in no other way apparent that the school has grown to flowing parts of school spirit manifest itself in the glee of the dance-goers, and the social and financial arrangements made for it, and as if, often, certain arrangements are linked together a band of wandering students, our purpose must have been accomplished.

In mentioning the pleasures derived by the students at these gatherings, nothing has been said of the feelings of gratification of the teachers. It is impossible to try to demonstrate with what pride and attention they observe to the short autobiographies of their old students, the recollections of their old students, all their past talkings, whatever they may be. It is well to remember that they can go forth for another year, teaching to those whom they expect to meet a few years hence as the leading business men of the city, to become true and loyal alumni of the Bryant & Stratton Assembly.

JAMES FLETCHER, ‘11.

((Editor’s Note—The foregoing was written as an exercise in advanced English by a member of the class of 1911.)

Naval Oranges.

One lone tree, now standing in front of the hotel at Riverside, Cal., may very rightfully supplant all the naval oranges in the market, and may very rightly suppose that it is tended with great care. In December, 1873, Mr. L. C. Tibbetts of Riverside received a sweet little tree from a friend, they having been imported by the United States Agricultural Department from Brazil. The seedlet were set out and carefully cared for, but all had died save the one at the Riverside Hotel. It is a seedless orange producer. We have stood beside that tree and marveled at the immense development of the orange from that small seedling. Both root and top are as far as possible and inserted into seedling orange trees. The seedlings are the same as are planted to grow to maturity in 1917. These oranges which you eat, my friend, are the sweetly, thoughtfulness to Mr. Tibbetts’ memory and thoughtfulness.

“How can one be ready for the glorious opportunities ahead of him unless he has cultivated the habit of economy and prudence? He must save all he can in season and out of season.”—John D. Rockefeller.

“The progress of knowledge is like that of the sun—so slow that we cannot see it, but so sure as to change right to day.”

It is a good thing to have a sound body and a better thing to have a sound mind; and better still that aggregate of virtue and decent qualities which we group together under the name of character.—Theodore Roosevelt.

A Mammoth Electric Sign.

Broadway, New York, has a new marvel—one of the largest electric signs that has ever been constructed. This sign is unique and original, and is erected on top of the Hotel Normandia, at Thirty-ninth and Broadway, New York, in a position where it may be seen for many blocks. The structure of the sign is sixty feet high and sixty feet long. The idea is to reproduce a Roman chariot race, with a reviewing stand, on which there are large crowds cheering the chariot driver. The chariot character to the last chariot are five Roman cav­ alrymen. At night this sign will light up the horses galloping madly, with mallets and tails flying in the wind, and wheels will rapidly revolve, giving the full effect of a chariot race passing at

Success Hinges on Ability

But—remember that ability MUST be the kind of ability that is in DEMAND by the world—the kind of ability that the world will pay for.

The ability to rapidly, accurately, write in shorthand, to swiftly, accurately manipulate a Typewriter or to correctly keep the Books of Accounts is always in demand. And the business world gladly, eagerly pays GOOD SALARIES to men and women who possess ability either as Stenographers or Bookkeepers.

But—again remember—while your ability as a Stenographer or Bookkeeper depends partially on yourself, it depends LARGELY upon the ability of those who train you in Stenography or Bookkeeping. In brief, you gain the greatest ability—and, therefore, the greatest success, if you gain your training for a business career in the very best business college you can find.

Have You Read Our Year Book?

Bryant & Stratton Business College

357 Westminster Street

The Kind of Young Men Business Houses Want.

From a Wholesale House.

"The opportunities of a bookkeeper are never as great as for one who acquires a business knowledge in other departments. It is not always a question of salary when a young man enters a business house; it is a question of locating himself in the proper kind of a business and merit to increase in wages as quickly as he is able to demonstrate his worth."

From the Manager of the Largest Land-Holding Estates in New York.

"In my judgment it is impossible to train a young man in such a way as in a business school, or in any similar institution, to have his training in such a way as in a business school, or in any similar institution, to have his training in commercial education, and to have his services will be worth $35 a week as soon as he leaves school. I might say, that if a boy or girl wants a good place, if he has adaptability, energy and 'snap,' and an entire willingness to do more work than he gets paid for, he will be in a fair way to earn $50 per week."

From a Large Accounting and Auditing Firm.

"A young man to be successful must be industrious and unless he is a member of the Trade, Union whose requirements prevent it, he should remember that there is a clock in the morning and forget that there is one during the day and at the close.""Many young men are taught bookkeeping in the different business schools by certain forms which they do not seem a able to get away from when they leave school, and if they do not find the same conditions in actual business, they are often at a loss to know how to grasp conditions. I think this is often due to the fact that they are not taught that it is principles which govern in all cases."

An institution, in order to have a good character, must think honestly, act honestly, breathe honestly. The people soon determine between the genuine and the counterfeit, they know the ring of the true metal and the base—L. M. Jones.
Among the recent marriages noted are those of Miss Florence Minner, '90, to Raymond Gould, and Walter Caswell, '70, to Mary Sloum. Mr. and Mrs. Gould reside in Westerly and Mr. and Mrs. Caswell are at home in Wakefield, R. I.

R. & S. issues a very neat monthly desk calendar which is meeting with much favor among business men. As a time saver this is one of the handiest devices on the business man's desk.

The increased attendance in the School of Stenography necessitated the appointment of an additional teaching force. Miss Ida S. K. Northrup has been promoted to the position of head stenographer. At her request, Miss Margarette Towney, a recent graduate in shorthand, has been employed to fill the vacancy.

Miss Elizabeth K. Faulkner, who assumed his studies.

among himself that you don't have a business of your own; but keep it where it belongs - in the hands of the man who is going to use it. Your education and the opportunities that life offers, if used wisely, mean increased fulness of life. To live in a rich country is an advantage because life is usually fuller there, and opportunities are greater and more accessible. But money is only valuable as a means of procuring to better advantage this experiment of human life. If by getting money you make more and better life, you are ahead of the race; but if you devote your life to getting money and get it and nothing else, you have made a bad bargain. Your life was your great capital, and you have swapped it for a perishable thing, which you can't take with you when you lay your life down. So let us not stake our whole lives on making money. Let us make something by all means if we can—earn it, save it, and use it toward the world's capital and our own; but keep it where it belongs.

Scattered Shot.

Michael H. Bryant, who is a man of great ability, is engaged in the business of furnishing new and improved forms of living or even of work. Our own; but keep it where it belongs — in the hands of the man who is going to use it. Your education and the opportunities that life offers, if used wisely, mean increased fulness of life. To live in a rich country is an advantage because life is usually fuller there, and opportunities are greater and more accessible. But money is only valuable as a means of procuring to better advantage this experiment of human life. If by getting money you make more and better life, you are ahead of the race; but if you devote your life to getting money and get it and nothing else, you have made a bad bargain. Your life was your great capital, and you have swapped it for a perishable thing, which you can't take with you when you lay your life down. So let us not stake our whole lives on making money. Let us make something by all means if we can—earn it, save it, and use it toward the world's capital and our own; but keep it where it belongs.

God gave us our bodies naked that we might clothe them to suit ourselves. Could He have covered us with hair or feathers?

Pose is wasted effort—energy thrown on the scrap heap—for there never was a genius, genius enough to look the part.

Two souls with but a single thought; a heart that is true, and nothing else.
THE ADVANTAGE OF HAVING A DEFINITE AIM.

(Adapted.)

Magazines and newspapers have recently been filled with stories of Louis Brandeis, "the people's lawyer," who told the railroad's president that he could show them how to save a million dollars a year.

Scientific business methods have come in for an unusual share of attention.

Yet scientific conservation of business energy has been urged for years by this school. It has been instilled in pupils, not merely by precept, but by practice. In the elimination of non-essentials, the skilled selection of non-essentials, the skilled selection of men, the planning to secure results at the least expenditure of time and money that will permit the highest standardization—there are no emblems of "scientific business."

Their employment in any establishment is distinctly recognizable in the absence of confusion, the success of method, and the certainty of results.

Yet there are thousands of business offices, financial institutions and manufacturing establishments where results are compared with the carefully planned and easily worked out better organized and administered enterprises.

A prime essential to the success of business management is definitely defined.

The owner or owners must first aim to surround themselves only with talents whose skill and training—whose business equipment—is unmistakable rather than "lost motion" in the business routine.

These men in turn must definitely frame the most approved methods of business administration and eliminate the weak or obsolescent.

Right down to the ranks every employee must have "Definiteness" for his daily motto.

A definite something to do—a definite best way to do it—a definite understanding of the wastages of energy to avoid—a definite result to measure up to.

And this standardization, it has been proved in many ways, is most surely achieved by the careful and systematic training of the youth of the country in our regular schools, whose entire training has been along business lines.

The very fact that a young man obtains the right type of technical education and prepares himself to graduate that shows he has a definite something to do. He stands at Life's Four Corners:

(1) He is in the regular schools: a long apprenticeship at a trade or a slow clerkship; indeterminate activity based upon irresolution or non-necessity of employment; or the scientific training fortified with specialized.

(2) Definitely directed energy, properly trained.

The country craves it. Who supplies it, gains the laurels of life.

RICHARD A. FOLEY.

THE ADVANTAGE OF HAVING A DEFINITE AIM.

RICHARD A. FOLEY.

There is a structure which every individual builds for himself. It is called character, and every act is a stone in this structure.
**THE RECORD**

**WON'T BETRAY TRUSTS.**

Business Secrets That Girls Have Faithfully Kept.

(From the Kansas City Star.)

Not long ago a Kansas City stenographer learned that the railroad for which she was working had determined to extend its line. She had a friend living in the town through which the line was to run. A letter to him with her savings would have enabled him to buy at a low price the lots along the road near the peculiar nature of the ground in that neighborhood which might have sold at a great profit. It would have saved him the trouble of describing the property, the girl, but she would gain for herself the satisfaction of knowing that she had been able to help her friend. She did not consider the thing more than a minute and then decided that it would be a dishonorable thing for her to do.

Another stenographer in a large real estate office became aware of a deal in which $10,000 was involved. Certain information she possessed would be worth thousands to the other side. She could win many advantages and hint at rewards as high as $5,000 for her betrayal of her firm. She indignantly refused and told her employers of the scheme. It never entered the mind of that young woman to betray her trust.

Another stenographer was offered $300 for copies of three letters which she had written. A lawsuit in which her employers were involved might have gone against them had the opponent been able to secure the information contained in the three letters. The stenographer said she would sell her employers the letters for $10 and told them to use the money for the permission to read the letters. That is what the employer did. She then attempted to bribe her to do a dishonest thing and to sign a dishonorable and dishonest act, and she never told her employers about it.

**WANTED—BUSINESS OPTIMISTS.**

The man who looks on the sunny side of life sees all that is beautiful, bright and inspiring in the picture, while he who turns to the dark side finds nothing but the shadows painted in deepest hues of sepia with not a touch of cheerful coloring to relieve the background of gloom.

Who smiles through the world finds the public and the sides, music is ever in their ears and sounds of joy and gladness everywhere, but those who prefer to frown in their own sorrow and misfortune is a rough road constantly impeded by rocks of care and difficulty. Instead of flowers, weeds spring up and, instead of the sea of blue forget-me-nots there is no harmony, only discord. Harsh words, coming from the lips of those who speak in cutt-ings come to him from every quarter, and the world is one long drawn-out note of harshness and wickedness.

This world is a good place to dwell in, and one may be in a land of delights, not a valley of tears. If you might, if you are not accustomed to disappointments, if you may possess a charming smile, a pleasant and placid look, a genial manner, and the talent for making others happy, you are wanted—business optimists.

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**LEARNING SHORTHAND.**

You will occasionally hear the inquiry, "How long does it take to learn shorthand?" Here's the answer: How much shorthand do you want to learn? How to make satisfactory progress in the learning of shorthand is a problem of deep interest to all thoughtful devotees of the aptly-named "winged art." While there may be others, it is certain that there are at least two absolutely essential factors contributing to this result, without which neither instructor nor instructed, reading nor book for any ability success. First, a certainty of knowledge concerning the elementary principles; and, second, a genuine enthusiasm in the further study and review of them. The one leads naturally to the other.

Do not, just here, make the mistake of assuming that these remarks apply exclusively to instructors. They do not. It is just as essential that the learner should be certain that he knows something of the principle and that he should be genuinely enthusiastic about it, as it is for the teacher. It is unfortunatly true that here and there one hears of teachers who are sadly deficient in these two particular areas, and it can be had only by real study, real review, and by review I mean a thorough one. There is no royal road—it can be had only by real study, real review, and by review I mean a thorough one. There is no royal road—it can be had only by real study, real review, and by review I mean a thorough one.

The present season of the year is a particularly favorable time for the Bryant & Stratton Business College persistently seeks to improve its curriculum, strengthen its faculty, and to take the first step in every advancement in scientific business instruction.

Schools which have attempted to charge cheaper than to improve business education may offer the saving of a few dollars yearly, as an incentive to registration, but thoughtful parents will hesitate and investigate the difference before practically choosing the false economy of an inferior business education.

For a business education that is faulty in any particular, that is incomplete, or that is not founded upon character as its basic principle, fails of its purposes.

**THE DICTION PHONOGRAPH**

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**False Economy**

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**357 Westminster Street**

There's some very interesting literature on Business Education free for the asking. Send for it.

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**THE NOISY TYPEWRITER**

The Noisy Typewriter has made its debut and is now bidding for public favor.
STENOGRAPHY AS A STEPPING STONE.

Every wide-awake business college proprietor prints the photographs and records of his most distinguished graduates, yet there exists no complete record of the men and women who have been introduced to success through the medium of shorthand and typewriting. In the years to come perhaps a "typewriter" will be as genuine a talent; it sort of "Who is who in stenography," is such. By his work, but up to the present time shorthand and typewriting have never been accorded the place they deserve as success-factors. This is partly true because the law of promotion cannot be reduced to an exact science, and many men who have risen to pinnacle of distinction are themselves unimpressed by the real value that shorthand and typewriting have undergrazed. But it matters little what those who have. Indeed the fact is that the present generation of writers are more capable the possibilities of their profession.

It is, of course, one of the indispensable inventions of the race which has a tremendous intrinsic value. Nevertheless the stenographer should regard his profession as a job which must be done well. He cannot hope to get along without the aid of the stenographer and the stenographic recorder.

STUDY ROOM—SCHOOL OF STENOGRAPHY

Dr. Van Dyke or any other instructor in shorthand or typewriting has been in their careers. Shorthand writers may be divided into two classes: Those whose ambition it is to engage in commercial stenography as a stepping Stone to something better, apart from shorthand, and those who are seeking to make shorthand writing their profession and become capable reporters. To each class my advice is: "Be humble; be earnest; have the faith to follow."

STUDY ROOM—SCHOOL OF STENOGRAPHY

THE KEY-STONE.

We must forge our own happiness but in doing so never use our fellow-creatures as a means. A bad stomach and a bad conscience. Man's conscience is often like a compass; it goes wrong in the neighborhood of meta.

THE RECORD

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THE KEY-STONE.

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THE SMITH PREMIER WINS A NOTABLE VICTORY.

A noteworthy feature of the invasion of the European field by the typewriter and office appliance companies is the commendation showing made by the Smith Premier typewriter in the recent Brussels International Exposition.

The following clipping from the Syracuse Journal tells the story in a very interesting manner. To the business trade of Providence it shows clearly the civic pride and enthusiasm that has done so much for Syracuse. We who are interested in the development of a "bigger, busier, better Providence" may find here a lesson in the pride Syracuse takes in her industries and the enthusiastic methods by which they are advertised to the world.

"A cablegram announces that the jury of awards at the Brussels International Exposition has awarded the first grand prize to the Smith Premier typewriter over all competitors.

As some 5000 or 6000 residents of this city are directly dependent upon this Syracuse product for support, the news was received here with unusual interest.

Syracuse is proud of her industries and rarely has a stronger testimonial been given to the worth of a manufactured product than in this particular case.

General Manager Dyer said: "We naturally feel very much elated over our success in winning the grand prize at Brussels. While it is true we rather expected it, still at the same time you know it has been said that 'the most uncertain thing in the world is what a jury will do.'"