

S w g u v k q p u " U v w f g p v u " U j q w n f " C u m " T g i c t f k p i " v j g " J k t k p i " q h " V { r k u v u " "

Questions students should ask themselves:

Y j c v " v { r g u " q h " u g t x k e g u " f q " K " y c p v " h t q o " c " v { r k u v A " H q t " g z c o r n g . " i g p g t c n " e q r { g f k v k p i " c p f " e q t t g e v k q p u " q h " i t c o o c v k e c n " g t t q t u A " C f j g t g p e g " v q " C R C " * q t " u q o g " q v j g t + " h q t o c v A " C f j g t g p e g " v q " W P E ø u " t g s w k t g f " f k u u g t v c v k q p l v j g u k u l e c r u v q p g " h q t o c v A " E t g c v k q p l h q t o c v k p i " q h " v c d n g u A " Q v j g t A " " "

Y j c v " k u " o { " v k o g n k p g " h q t " c " v { r k u v ø u " u g t x k e g u A " H q t " g z c o r n g . " j q y " s w k e m n { " f q " K " g z r g e v " * q t " p g g f + " v w t p / c t q w p f " h t q o " c " v { r k u v A " C v " y j c v " r q k p v " f w t k p i " v j g " u g o g u v g t " f q " K " p g g f " v j g " h k p c n " r t q f w e v " e q o r n g v g f A " * M g g r " k p " o k p f " v j c v " v { r k u v u ø " c x c k n c d k n k v { " o k i j v " d g " o q t g " n k o k v g f " v q y c t f " v j g " n c u v " o q p v j " q t " u q " q h " c " u g o g u v g t 0 + " " "

J q y " o w e j " f g e k u k q p / o c m k p i " r q y g t " f q " K " y k u j " v q " t g v c k p " q x g t " o { " f q e w o g p v A " U r g e k h k e c n n { . " f q " K " y c p v " u q o g q p g " y j q " c u u w o g u " c n n " e q p v t q n " q x g t " e j c p i g u " v q " v j g " f q e w o g p v . " q t " y q w n f " K " r t g h g t " v q " u j c t g " g f k v k p i " v c u m u " k p " q t f g t " v q " r q v g p v k c n n { " u c x g " e q u v u A " C o " K " t g c n k u v k e c n n { " c d n g " v q " r g t h q t o " v j g " g f k v u " k p " v j g " v k o g " c n n q v v g f A " " "

J q y " o w e j " c o " K " t g c n k u v k e c n n { " c d n g " v q " r c { A " C t g " o { " g z r g e v c v k q p u " q h " c " v { r k u v " t g c n k u v k e " i k x g p " o { " d w f i g v A " H q t " g z c o r n g . " k h " K " p g g f " c " ö t w u j ö " l q d " q t " o { " f q e w o g p v " t g s w k t g u " g z v g p u k x g " e q r { g f k v k p i . " c o " K " y k n n k p i " v q " r c { " g z v t c A " " " "

Questions students should ask prospective typists:

Y j c v " e q o r w v g t " r n c v h q t o " f q " { q w " w u g A " R E " q t " O c e A " " "

Y j c v " x g t u k q p " q h " O k e t q u q h v " Y q t f " c t g " { q w " w u k p i A " * T w p p k p i " p g y g t " f q e w o g p v u " k p " ö e q o r c v k d k n k v { " o q f g ö " h t q o " c p " q w w f c v g f " O U Y q t f " x g t u k q p " e c p " e t g c v g " o q t g " g t t q t u " v j c p " k v " y k n n " h k z 0 + " " "

Y j c v " v { r g u " q h " u g t x k e g u " f q " { q w " r t q x k f g A " H q t " g z c o r n g . " f q " { q w " e q r { g f k v " c p f " k h " u q . " j q y " g z v g p u k x g A " * v { r q i t e r j k e c n . " i t c o o c v k e c n . " q v j g t + " " " "

Y j c v " k u " { q w t " w u w c n " v w t p / c t q w p f " v k o g " h q t " c " l q d A " J q y " h c t " k p " c f x c p e g " u j q w n f " u v w f g p v u " u w d o k v " v j g k t " f q e w o g p v u " v q " { q w " h q t " c " i k x g p " f g c f n k p g A " " "

J q y " o w e j " f q " { q w " e j c t i g " h q t " { q w t " u g t x k e g u A " K u " v j g " e q u v " r g t " j q w t " q t " r g t " l q d A " " " "

K h " o { " d w f i g v " f q g u " p q v " c n n q y " { q w " v q " e q o r n g v g " c n n " v j g " y q t m " p g g f g f . " y j c v " e c p " { q w " f q " h q t " & z z z " } j y j g t g " z z z " k u " { q w t " d q v q o / n k p g " d w f i g v _ A " " " "

C v " y j c v " r q k p v " k p " v j g " r t q e g u u " y k n n " { q w " r t q x k f g " c p " g u v k o c v g " q h " v j g " q x g t c n n " e q u v " c u " y g n n " c u " j q y " n q p i " k v " y k n n " v c m g " { q w " v q " e q o r n g v g " v j g " y q t m A " Y k n n " { q w " m g g r " o g " c r r t k u g f " q h " j q y " o w e j " v k o g " { q w ø x g " " "

urgrpv"qp" o { "fqew o gpvA"*gurgekcnn{ "kh" {qw"ctg"enqug"vq"vjg"ödqvvq o /nkpgö" c o qwpv"qh"vk o g"K"ecp" chhqtfa+""

Fq" {qw"gzrgev"uwvfgpvu"vq" i tcpv" {qw"eq o rnvvg"eqpvtqn"qxgt"vjg"fqew o gpv"qt"ctg" {qw"y knnkp i "vq" u jctg"kp"vjg"gfkvkpi"vcumu"y kvj"uwvfgpvuA"Kp"qvjgt"y qtfu."j qy" o wej"ödcem"cpf"hqtvjö"gzecp i g"fq" {qw"cmqy"y kvj"vjg"uwvfgpvu"y kvj"y j q o " {qw"y qtmA"

Y jcv"ku" {qwt"rtghgttgf" o qfg"qh"eq o o wpkecvkqp"*g0i0."g o ckn."r j qpg+"cpf"j qy"fq" {qw"rtghgt"vq" u jctg"hknгу"*g0i0."F tqrdqz." I q q i n g"fqeu."WUD"ftkxg."gve0+A""

Kp" y jcv"hqt o cv*u+"fq" {qw"fgnkxgt"vjg"hkpcn."g fkvgf"fqew o gpv"vq"uwvfgpvuA"Hqt"gzc o rng."RFH" Y qtf."qvjgtA" J qy" hngzkdng"ctg" {qw"y knnkp i "vq"dg"kh"vjg"hqt o cv"kp"y jke j" {qw"rtghgt"vq"fgnkxgt" fqew o gpvu"fkhhgtu"htq o "vjg"hqt o cv"vjg"uwvfgpv"rtghgtu."g0i0." {qw"rtghgt"RFH"y jgtgcu"vjg"uwvfgpv" pggfu"vjg"fqew o gpv"kp" Y qtf0"

General advice to students considering hiring a typist:

Dg"engct"y kvj"vjg"v{ rkuv."htq o "vjg"dgi kppkpi."cdqww" {qwt"ödqvvq o "nkpgö"equv"nk o kvcvkqp0"Ocmg"uwtg" vjg"v{ rkuv"wpfgtuvcpfu"cpf"ku"y knnkp i "vq"cdkfg"d{ " {qwt"equv"nk o kv0""

Fq"pqv"ceegrv"xc i wg"tgurqpugu"tg i ctfkpi"vjg"rtkeg"vjg" {y knn"ejct i g" {qw"hqt"vjg"lqd="vjku"ku" c" dwukpguu"vtcpucevkqp"vjcv"uj qwnf"dg"engctn{ "urgekhhg f0"

Chvgt"vcnmpk i "y kvj" c" rtqur gevkg"v{ rkuv."equwv"y kvj"qvjgt"uwvfgpvulhqt o gt"uwvfgpvul{ qwt"cfxkuqtu" cpf" o gpvqtu"tg i ctfkpi"y jgvjgt"qt"pqv"vjg"fgcn"ugg o u"tgcupcdng0" Tgeq i pk | g" {qw"ctg" o cmkpi" fgekukqpu"fwtkpi"cp"g o qvkqpcnm{ "uvtguuhwn"vk o g0" [qw"uj qwnf"vt { "vq"cxqkf" k o rwnukxg"ejqkegu"tgncvfg" vq"jktkpi" c"v{ rkuv"vjcv" {qw"y knn"tg i tgv"ncvgt"kh"vjg"v{ rkuv"ku"pqv" c" i qqf"hkv"kp"vgt o u"kpvgtevkqp"uv{ ng." uvcpfctfu"qh"swcnkv{ .fgnkxgtcdng"hkpcn"rtqfwev."cpf"equv0"

Dg"engct"cdqww"vjg"hqt o cv"qh"vjg"hkpcn"fqew o gpv" {qw"rtghgt"cpf" o cmg"uwtg"vjg"v{ rkuv"ku"y knnkp i "vq" c i tgg"vq" {qwt"tsgwguv0"Hqt"gzc o rng."uq o g"uwvfgpvu"rtghgt"vjg"gpvktg"fqew o gpv"kp" Y qtf"htq o cv" y jgtgcu"qvjgtu" o k i j v"rtghgt"ugrctcvg"r fh"fqew o gpvu"htq"gcej"ugevkqp"qh" {qwt" fkuugtvcvkplvjgukulecruvpg0" Tg o g o dgt"vjcv" {qw"ctg"vjg"enkpv"y j q"ku"rc {kp i "hqt"vjg"v{ rkuvøu" ugtxkegu"cpf"vjwu."uj qwnf"jcxg"vjg"tki jv"vq" o cmg"tgcupcdng"tsgwguv"qh"vjg"v{ rkuv."uwe j"cu" fqew o gpv"htq o cv."pw o dgt"qh"j qwtu" o czk o w o " {qw"ctg"y knnkp i "vq"rc { "hqt"ugtxkegu."gve0"