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M. J. Russell Putnam

GOULD'S UNIVERSAL INDEX,

AND

EVERY BODY'S OWN BOOK;

WITH DIRECTIONS

FOR SAVING TIME, ACQUIRING KNOWLEDGE, AND HAVING IT AT COMMAND
THROUGH LIFE, BY MEANS OF AN APPROPRIATE ALPHABETICAL AND NUMERICAL KEY:

DESIGNED FOR THE USE OF

SCHOOLS AND COLLEGES IN THE UNITED STATES;

FOR

PROFESSIONAL MEN, LOVERS OF LITERATURE AND SCIENCE, POLITICIANS, MEN
OF BUSINESS, AND FOR ALL WHO THINK WITH FRANKLIN THAT TIME IS
MONEY, THAT A PENNY SAVED IS WORTH TWO EARNED; OR, WITH
SOLONON, THAT "KNOWLEDGE IS BETTER THAN FINE
GOLD," AND "WISDOM BETTER THAN RICHES."

BY MARCUS T. C. GOULD,

STENOGRAPHER.

THIRD EDITION, REVISED AND STEREOTYPED.

NEW-YORK:

GEORGE F. COOLEGE, 374 PEARL-STREET,

(Second story of Mallin Day & Co.'s Bookstore.)

PRINTED BY ALEXANDER S. GOULD, 144 NASSAU-ST.

1842.

EXPLANATION.

The Table, on the opposite page, or one constructed upon the same principles, is to be bound in, or otherwise placed at the beginning of a blank volume of faint-lined paper, ruled with head-line, and a left-hand margin of about an inch and a half in width.

This blank book is presumed to be divided into twenty-six chapters, A, B, C, D, E, F, &c., and each chapter, except Q*, into six sections, a, e, i, o, u, y—the chapter, the section, and the folio being indicated at the head of each page.

By this arrangement, the opposite Table is a perpetual DIXTERON, pointing to the chapter, section, and page of the blank book, where every entry is to be made, however numerous the names or various the subjects within the scope indicated. In this respect, it differs entirely from other indexes, which are usually constructed to suit the entries already made; and from other alphabets, which usually occupy as many pages as there are letters; and at the same time, it differs from both, by giving at a glance a synopsis of the whole arrangement of the book, and the system of classification and apperement, which are more fully explained upon the back of the Table, page 4.

As a *Common-place Book*,—this blank volume becomes the repository for original thoughts, extracts, abstracts, &c., indeed for memoranda of every needful variety; and, at the same time, it is gradually becoming an *Universal Index* of reference to every subject of interest within the range of human knowledge, so far as the proprietor may see fit to extend his research and make minutes of the same; and it may be filled up by each individual for himself, as inclination, ability, and circumstances may enable him, from youth to old age; and is such a book as no man should be without.

The capital letters, vowels, and large figures in the table, refer to the pages of the General Index or volume; the small figures show the number of names or of pages, to which each chapter and each section is entitled according to calculation.

When an entry or memorandum is to be made, observe the following

DIRECTIONS.

If a subject begin with A, place it in chapter A. If with M, P, L, S, W, or any other letter, put it in the chapter of the same name as the initial letter.

If, after the first letter of the word, the first vowel be a, let the word be put in section a, of its proper chapter; and the same of e, i, o, u, or y. Against these vowels or sections are figures, referring to the page where the entry is to be made. The characteristic word, name, or subject, should be distinctly and legibly written in the left-hand margin of the book. This is particularly useful in reference; for a number of words may begin alike, as they do in a dictionary or directory, and are then to be sought in the marginal column as words are sought in a dictionary or directory.

ILLUSTRATIONS.

In the word Adams, A is the first letter, and a the first vowel that follows after that first letter, therefore this subject belongs to chapter A, section a, which is page 1
 The word Boston, by the same rule, belongs to chapter B, section o, page 31
 The word Philadelphia, to chapter F, section i, page 202
 The words War and Washington, to chapter W, section a, page 292
 The words Navy and Napoleon, to chapter N, section a, page 177
 The words Congress and Constitution, to chapter C, section o, page 58
 The word Tyler, to chapter T, section y, page 273
 The word Bank, to chapter B, section a, page 18
 The word Veto, to chapter V, section e, page 290

When a word begins with a vowel, and has no other vowel after it, the first letter determines both the chapter and the section to which the word belongs, viz. *Mr. Ols* should be put in O, o, and *Mr. Ash* in A, a.

This system is so perfectly simple and easy, as to require no further explanation—though it may be gratifying, and perhaps instructive, to read the lecture which follows, as it presents the advantages of method, and the disadvantages of its absence, in a variety of imposing forms, which must convince every one that something has been heretofore wanting, to supply which, is the object of the following Lecture, and the series of Tables alluded to on the 4th page.

* As Q is always followed by u, the chapter need not be divided into sections.

Entered according to Act of Congress, in the year 1861, by MARCUS T. C. GOULD, in the Clerk's Office of the Western District of Pennsylvania.

**TO GOULD'S UNIVERSAL INDEX,
GRADUATED FOR A BLANK BOOK OF 300 PAGES,**

Miscellaneous.

Number of Pages to each Letter or Chapter.	Pages of Book.	Number of Pages to each Letter or Chapter.	Pages of Book.	Number of Pages to each Letter or Chapter.	Pages of Book.	Number of Pages to each Letter or Chapter.	Pages of Book.	Number of Pages to each Letter or Chapter.	Pages of Book.
A	a 1	G	a 115	M	a 160	T	a 255		
	e 4		e 118		e 168		e 259		
	i 8		i 120		i 169		i 261		
	o 13		o 122		o 171		o 264		
	u 16		u 123		u 175		u 271		
y 17	y 123	y 176	y 273						
B	a 18	H	a 124	N	a 177	U	a 274		
	e 24		e 127		e 178		e 275		
	i 29		i 129		i 180		i 276		
	o 31		o 131		o 182		o 276		
	u 36		u 134		u 184		u 276		
y 39	y 135	y 184	y 276						
C	a 40	I	a 136	O	a 185	V	a 277		
	e 52		e 137		e 186		e 280		
	i 55		i 139		i 188		i 280		
	o 58		o 140		o 189		o 281		
	u 70		u 140		u 189		u 281		
y 73	y 140	y 189	y 281						
D	a 74	J	a 141	P	a 190	W	a 282		
	e 77		e 142		e 197		e 285		
	i 80		i 142		i 202		i 288		
	o 82		o 143		o 206		o 293		
	u 84		u 145		u 209		u 295		
y 86	y 145	y 211	y 295						
E	a 87	K	a 146	R	a 212	X	a 296		
	e 92		e 147		e 214		e 296		
	i 96		i 149		i 217		i 296		
	o 99		o 150		o 219		o 296		
	u 100		u 150		u 224		u 296		
y 100	y 150	y 224	y 296						
F	a 101	L	a 151	S	a 225	Y	a 296		
	e 103		e 153		e 231		e 296		
	i 106		i 155		i 239		i 297		
	o 109		o 157		o 249		o 297		
	u 114		u 159		u 254		u 297		
y 114	y 159	y 254	y 297						
Q	u 298-9	Z	a 300	e 300	i 300	o 300	u 300	y 300	

NOTICE.

SEVERAL Tables have been constructed like the one on the first side of this leaf, though graduated for different purposes, and for various quantities of blank book, viz:—for a *Universal Index*, or *Common-Place Book*, of miscellaneous subjects—150, 300, and 500 pages; and for men's names, 1250, 2500, 5000, and 10,000.

A *Key or Guide* has also been provided for the construction of Alphabets and Indexes to *Legions*, publishers' mail books, the books of public offices, &c.

So far as the names of men are concerned, this guide is deduced from an analysis of the following *City Directories*, viz:—*Albany*, *Boston*, *New York*, *Philadelphia*, *Baltimore*, *Charleston*, *New Orleans*, *St. Louis*, *Cincinnati*, and *Pittsburg*.

So far as miscellaneous subjects are embraced, the Tables are based upon the result of a thorough examination of the following works, viz:—*Webster's large Dictionary of the English Language*, *Cobb's Universal Dictionary of Arts and Sciences*, *Lempriere's Classical Dictionary*, *McCulloch's Commercial Dictionary*, *Falconer's Marine Dictionary*, *Tomlin's Law Dictionary*, *Hooper's Medical Dictionary*, *Cruden's Concordance*, *Brooks' Universal Gazetteer of the World*, *Directory of the City of New York*, *Catalogue of 14,000 Post-offices in the United States*, *Scripture Names of Men and Women*, *Index to Digests of the Laws of the United States*, and of the *State of New York*; to the *Encyclopaedia Americana*; and lastly, to the catalogues of the three great libraries—that of *Harvard University*, at *Cambridge, Mass.*; *Philadelphia Library*; and the *Library of Congress*, at *Washington*.

To correct the predominance of French names in one city, German in another, *M^{rs}* in a third, and *Vans* in a fourth, the aggregate of all the names in all the aforementioned directories was ascertained; next, the aggregate of all the names beginning with *A*, with *B*, with *C*, and so on through the Alphabet; and lastly, all having the vowel *a*, *e*, *i*, *o*, *u*, *y*, after the initial letter. From these results, Tables are made to exhibit the proportional number of names which will probably fall under each initial and each vowel in the ledger of a merchant, banker, or publisher, who may have 1250, 2500, 5000, or 10,000 patrons or customers. The same investigation was resorted to in reference to the miscellaneous subjects embraced in the miscellaneous works enumerated, and the same in reference to post-offices, to determine the relative frequency of names likely to commence with each particular letter. On the same page of the guide is shown the relative frequency of all the individual letters of the English alphabet, employed for all purposes, as set forth in a late edition of the *London Typefounder's Scale*. This last, so far as the relative frequency of each vowel is concerned, is important in the construction of alphabetical indexes, especially as a great number of names of persons, places or subjects, cannot be readily referred to without the aid of the vowels as well as the initials.

Persons who have ever attempted the construction, renewing or remodelling of such an alphabet or index, even for their own use, will readily appreciate the convenience of the *Key or Guide* here alluded to.

Copyrights have been secured, and plates stereotyped for these Tables, and they will soon be for sale by booksellers and stationers throughout the United States.

Price of *Key to Universal Index*, 10 cents for every 100 pages of *Blank Book* for which the key is calculated; that is, 15 cents for a blank book of 150 pages; 30 cents for a blank book of 300 pages, and 50 cents for a blank book of 500 pages. This is the price of the Index, including the privilege of copyright to apply it to books as directed. Price of *Index to men's names*, 10 cents for each 1000 names; that is, 50 cents for a *Key to a Ledger or Book for 5000 names*, &c. &c. *Lectures &c.* at the end of *Blank Book*.

Printed and furnished at wholesale by ALEXANDER S. GOULD, No. 144 Nassau-street, New York.

PATRONS OF THE UNIVERSAL INDEX.

John Quincy Adams — of Quincy, Mass

John Tyler James Keel

Washington Irving

Joseph Chandler W. W. Seaton

Walter Fenwick Clark, Benjamin

Elisha Whittelsey Sidney E. Morse

u u u Geo. P. Morris

Thomas Hudson Simon L. Loring

Chas. King W. H. Morris

James Tallmadge
H. Clay W. H. Blair Clarke

Robert Morris L. Gay and Clark

William L. Stone

~~Gasparriens~~ Carleton House, New York
March 26th 1842.

MADE IN U.S.A.

NOTICES.

The following are a few of the numerous notices which have appeared in different parts of the United States about the publication of the foregoing work—such as are omitted for want of room.

From the *Emancipator*.—We have received from M. T. C. Gould, the distinguished Photographer, a copy of a work, which in the hands of every body, will be of the greatest service. It is entitled, *Gould's Universal Index, and Every Body's Own Book*, with directions for saving time, acquiring knowledge, and having it at command through life, by means of an appropriate alphabetical and numerical key designed for the use of schools and colleges in the United States; the professional men, lovers of literature and science, politicians, men of business, and for all who think with Franklin that time is money—that a penny saved is worth two earned; and, with Robinson, that "Knowledge is better than the gold," and "It is worth more than riches." Mr. Gould mentions among his subscribers all the most eminent men of the nation, who have already expressed the most unqualified approbation of the plan. It deserves the anxious attention.

From the *New York Standard*.—We find upon our table a brief, but really printed quarto publication, with the following title, viz.—*Gould's Universal Index, and Every Body's Own Book*, &c., &c.

From a pretty extensive examination of the contents of this work, we have no doubts of its superiority over any thing that has hitherto appeared, having a similar object in view. The same opinion has been expressed, we discover, by numerous distinguished individuals throughout the United States, who have already become patrons of the work.

It proposes, in addition to what is expressed by the title, to aid all classes in the important work of becoming more systematic and methodical, in the classification and arrangement of their various knowledge through life; and that each man shall write at least one book, which he may call "my own book," and which book shall be, in fact, a *Universal Index* to all his reading and knowledge from youth to old age.

The plan is so simple as to be understood by a child, and yet so comprehensive as to embrace every amicable subject within the circle of human knowledge. We understand that the author is preparing a series of blank books, of different sizes and prices, to suit various classes. The one which we have seen is not unlike the specimens of *Index Seruus* and *Common-place Book* already in use, though got up in superior style; but in the arrangement of each book is placed the publication now under consideration, which presents upon a single page a key, or directory, pointing to the pages upon which various letters are to be placed, like so many circles in a merchant's key.

The process by which the author has arrived at a judicious division of space among the several letters of the alphabet, is both novel and ingenious; and though attended with great labor, is probably the only one by which equal accuracy could have been attained.

Having ruled twenty-six perpendicular columns, and placed at their head the letters of the alphabet, he proceeded to ascertain, and place in appropriate columns the relative frequency of each letter, as shown by about 100 different alphabets, employed for so many different objects.

The frequency of each initial letter in each and all these alphabets was ascertained, and the results being arranged under each other in the 26 columns, were added up, and thus the fair average determined.

Next was ascertained by the systematical scale and printer's case, the relative frequency of the vowels, and the concluded results of these various investigations formed the basis of calculation, upon which tables are constructed and stereotyped for 150, 200, and 300 pages of a blank-book, and one of these tables is placed at the beginning of each book.

In addition to this the author has furnished a very comprehensive and instructive *Index* upon the subject, and a classification of the literature alluded to, which cannot fail to be interesting and instructive.

Judging by what we have seen, and by the favor which the work has already received from many of the most distinguished and talented men in the nation, we doubt not that it will find a ready sale, and richly compensate the author for his laborious labor.

From the *National Intelligencer*, Washington City.—*Universal Index, and Every Body's Own Book*.—We find upon our table a new publication in quarto form with a title-page as follows, viz.—*Gould's Universal Index, and Every Body's Own Book*, &c., &c.

The page following the title explains the application of the work to the objects proposed, gives directions for carrying the same into execution, and illustrates the process by examples. It divides a blank-book into 26 chapters, A, B, C, D, E, &c., and each chapter into 4 sections, a, b, c, & d, each section a key, or directory, pointing to the commencement of the blank volume. This synopsis, then, is a directory, by which all entries are to be made, in their appropriate places throughout the book, as matters have divided the subjects, so that, by the use of the key-directory as an index, the various subjects can at all times be referred to, as we refer to a word in a dictionary.

This is followed by a list of abbreviations; and, as a whole, it strikes us as both ingenious and useful. It is extremely simple, and easily understood, though it has cost much labor, as will be evident to all who examine it. It costs but 25 cents, and is for sale by the booksellers.

From the *Messenger*, Washington City.—*Universal Index, and Every Body's Own Book*.—We have just been shown a new publication, with the above title, by a man of a superior education, that it is an ingeniously devised plan for "saving time, acquiring knowledge, and having it at command through life, by means of an appropriate alphabetical and numerical key" to the reading and knowledge of our whole lives.

The key consists of examples but one page, but is followed by a *Lecture* and other illustrations, which are to be found at the commencement of a blank volume—which volume, it is asserted, should be in the hands of every individual, that every body may write at least one book, and for others, but for himself; and that each book, thus written according to the directions given, shall be orderly, general, concise plain book, and also an *Universal Index* to all the knowledge of the individual who writes it.

We have determined to try it, and recommend others to do likewise.

From the *Globe*, Washington City.—*Every Body's Own Book*, to be written by himself, herself, and themselves, according to each and every, of his, her, and their own fancy, inclination, and ability, &c., &c.

But, to be more explicit, we must acknowledge that we have been gratified, not only by the presentation, but by the brief explanation of *Gould's Universal Index, &c.*; the object of which, as set forth, is to teach men method, system, order, and a judicious arrangement of their intellectual powers, words, and representation. It is such manner and form that they may be forthcoming and available in time of need, rather than lost and forgotten, for want of regularity and an index.

The publication which we are trying to render to be in quarto form, of some 20 pages, to be printed in a blank volume of 200 or 300 pages, according to the requirements of each particular individual.

It is beautifully printed, on fine paper, and costs but 25 cents—and we see, by the cover, that it is the one at the bookstore.

THE MORNING COURIER AND NEW YORK ENQUIRER. *Goold's Universal Index, and Every Body's Own Book.* Mr. Goold, the author of this admirable system, is the eminent Stenographer, and he has really elaborated a system which strikes us as being the most admirable help to a methodical disposition of time and labor that has ever been conceived. The index is the result of calculations immense enough and complicated enough, one would think, that have required the unassisted application of half an industrious man's life, and it is what is simple, after it is acquired, that the more should may understand it without difficulty, and use it with infinite profit and advantage. We cannot help believing that a system so well calculated to benefit "every body," will be adopted. Soon we are that as many as to adopt it will find themselves well repaid, and always feel grateful to Mr. Goold for putting them upon such a track.

NEW YORK AMERICAN. *A Universal Index, and Every Body's Own Book.* We are quite persuaded that the method here offered by Mr. Goold for keeping a common-place book, will, in practice, be found an improvement upon that of Locke. The plan is founded upon the general notion of universal book-keeping.

Mechanics and other business men, by means of a day-book, journal, ledger, and alphabet, are enabled to know, at any time, the amount, the whereabouts, and the condition of their various items of property and money. The utility and indispensability of such books and such systems, have been long acknowledged by all.

The new system may be severely less useful for ideas than that for dollars. It looks in the enjoyment of useful knowledge, in all cases where it is inconvenient, or deemed unsafe to trust the memory alone. It is adapted to the requirements of all men who read, write, and think—of all who are, or may be, in possession of appropriate materials for thinking, speaking, or writing.

The author says—"If facts were dollars, and ideas dimes or cents, they would not be treated to memory alone; there would be some attempt at book-keeping, even in our schools and colleges, as well as in our counting-houses and business offices. And believing, with Solomon, that knowledge is better than fine gold," and that the materials of which it is composed are so liable to escape from the memory as the contents which constitute our portable earthly riches, under the denomination of dollars and cents, I see no good reason why a uniform system of literary book-keeping may not be brought into general use, leaving the safe-keeping of useful knowledge solely in view."

The plan which he proposes is certainly very ingenious—it is simple, and yet comprehensive. It has been reviewed by great labor, and is approved by the ablest minds in the nation; and so far as we can perceive, is hardly susceptible of improvement.

A single volume is made to perform, by a single operation, the office of day-book, journal, ledger, and alphabet—though the office is completely reversed, making the first last and the last first. That useful and indispensable arrangement, an alphabet or index, is not left after the entries shall have passed through day-book and journal, into a ledger; but it stands that first and foremost, to point out and direct where each and every entry shall be made, giving chapter, section and page, and at the same time becoming responsible for the furnishing of such entries, on all future demands. A preliminary essay explains the whole mode of proceeding.

THE NEW WORLD. *Universal Index, and Every Body's Own Book.* An improved stereotype edition, published in the city of New York, and for sale by the booksellers.

This edition, which is a quarto form of over three hundred pages, is got up in a beautiful style—the paper, printing, and binding are good, and the price reasonable.

It is worthy of consideration, that this work, which was first published in Washington city in September last, has, in less than six months, passed from a first to a third edition. We perceive that it has been patronized and recommended by many distinguished literary gentlemen, well known to the American public, whose autographs we have just examined in a volume of the *Universal Index*, now in possession of the author, Mr. Goold.

Of what we have seen and heard of this *Universal Index*, or *Commonplace Book*, we have no doubt of its happy adaptation to the objects proposed, viz: "saving time, acquiring knowledge, and having it at command through life." It is perfectly plain and comprehensible, and recommends itself, not only to professional and literary men, but to business men of almost every grade—and, especially, to young men in schools and colleges, and those who are studying professions, or endeavoring to treasure up useful knowledge for the journey of life.

There can hardly be a dissenting voice as to the utility of such a plan, or the fitness of the work under consideration.

EVERETT POST, N. YORK. *Goold's Universal Index.* This is a sort of common-place book, or Index Remonté, prepared on a novel and improved plan, to instruct scholars in a method for saving time in the acquisition of knowledge, and for having it at command through life, by means of an alphabetical and numerical key. The author thinks it can be made of essential service to professional men, men of business, politicians, &c.

The process by which he has arrived at a judicious division of space among the several letters of the alphabet, is both novel and ingenious; and though attended with great labor, is probably the only one by which equal accuracy could have been attained.

Having ruled twenty-six preponderant columns, and placed at their head the letters of the alphabet, he proceeded to ascertain the frequency of each initial letter, as shown by about 200 different alphabets, employed for as many different objects; the results being arranged under each other in the twenty-six columns, were added up, and then the fair average determined.

Next was ascertained by the typographer's scale, the printer's case, and extensive cut, the relative frequency of the vowels; and the combined results of these various investigations formed the basis of calculation, upon which tables are constructed and stereotyped for 100, 200, and 300 pages of a blank-book, and one of these tables is placed at the beginning of each book.

In addition to this the author has furnished a very comprehensive and instructive lecture upon the subject, and a classification of several extensive libraries, viz., that of Harvard University, Philadelphia Library, and Congress Library, which cannot fail to be interesting and instructive.

NEW YORK SUN. *Goold's Universal Index.* Mr. M. T. C. Goold, of stenographic celebrity, has prepared and published a volume under the above title, which commends itself to universal attention. The object of the work is to instruct scholars in a method for saving time in the acquisition of knowledge, and of having that knowledge at all times at as ready command as definitions are in a dictionary. The plan by which this is accomplished is extremely simple—within the comprehension of the youngest scholar—and at the same time ingenious and comprehensive; evincing much labor and perseverance on the part of the author. It is calculated for universal use, and will be found as valuable an auxiliary to the studies and resources of the professional man and the philosopher as to the youngest students after knowledge.

COMMERCIAL ADVERTISER. *Gold's Universal Index.*—The ingenuity of Mr. Gould has here enabled a very great desideratum. We all know, or ought to know, how good a practice it is to keep a common-place-book; how it saves the memory, prevents the habit of scribble, secures from oblivion a multitude of facts and observations which at some time or other are sure to be useful, and in a variety of ways contribute to the formation of an intelligent and well-informed man. But the difficulty always has been that one never knew where to look in a well-filled common-place-book, for any particular subject or entry that might be wanted. Now, Mr. Gould has prepared a blank-book in which, by a simple but very ingenious contrivance, an index is made as the filling-up of the book goes on; each entry goes at once under its proper head; and yet one among five thousand may be singled out in a moment, even though years may have elapsed since it was made. With this valuable help to method and regularity we advise every one to keep a common-place-book.

NEW YORK CONVENT. *Gold's Universal Index, and Every Body's Own Book;* with directions for saving time, acquiring knowledge, and having it at command through life, by means of an appropriate Alphabet and Numerical Key. Designed for the use of Schools and Colleges in the United States; for professional men, lovers of Literature and Science, Politicians, men of business, and for all who think with Franklin, that "time is money;" that "a penny saved is worth two earned;" or with Solomon, that "Knowledge is better than fine gold;" and "Wisdom better than silver." By MAURICE T. C. GOULD, Strategist. Third edition, revised. New York: 1862.

We have given the following notice, because it is most appropriately tells the story in the publication's character and design. We have examined the work with some care, and are fully satisfied that no search could be made in its pages. No one who has not used, or seen it in use, something of the kind, can realize the importance of such a system in accumulating a fund of knowledge, and storing it away in such a manner as to be always available.

A comprehensive and most comprehensive key is prefixed to the work, furnishing at all times a perfect index to everything which may be registered in the volume. The author must possess some patience and industry than fall to the common lot of men, or he would never have subjected to the laborious investigation requisite for the preparation of such a key. The Key gives a great superiority over every other system we have ever seen.

COMMERCIAL ADVERTISER AND JOURNAL. *Gold's Universal Index, and Every Body's Own Book;* with directions for saving time, acquiring knowledge, and having it at command through life, by means of an appropriate Alphabet and Numerical Key. By MAURICE T. C. GOULD, Strategist. New York: George F. Coeledge, publisher, 274 Pearl-street.

Our greatest critics has been to notice such books only as have actually been written, printed, and published. In the present instance, however, we depart from our usual course; for no one, except Mr. Gould, has ever taken the recommendation a book not yet written, though some have requested us to name a subject on which it might be profitable for them to write. And there are many, we doubt not, who would like to write a book if they only knew what to say, how to begin, and where to end. The book before us is of the quarto size, on good paper, neatly ruled, and neatly bound; with all the letters of the alphabet, divided into sections, printed at the top of the page for reference. It is called "Every Body's Own Book," and the design of it is, as expressed in the title, to "save time, acquire knowledge, and have that knowledge always at command;" three very important items in a man's life. We cannot, perhaps, better illustrate the great utility of such a work, than by showing how it may be used. Let the reader, then, who wishes to refer, at any time, to what an author says on any subject, enter in the "Index," under its appropriate letter, the subject under consideration, and the name of the book, pamphlet, paper, or author where such subject occurs, and in the course of time he will find that he has actually written a book, on it, or nearly all, the subjects that have been presented to him in the course of his reading. Then, at a future time, if he wish to read what he has read on any subject, or on that of importance, he has only to refer to his "Index" under the letter "E," and he will find references to as many works and authors as he has read on that subject. In the work before us there is, besides "a key," also, a "lexicon," embracing necessary hints printed pages, which will give the reader much light on many subjects, showing the value of such a book as the one here recommended.

NEW YORK EVENING POST. *Gold's Universal Index, and Every Body's Own Book.* By MAURICE T. C. GOULD. Third edition. New York: George F. Coeledge, 274 Pearl-street, 1862.

This is a very convenient common-place-book, for entering or referring to whatever facts, statistics, or opinions may occur in one's reading. It is alphabetically arranged, and the space devoted to each head has been adjusted after a most careful and extensive calculation. In this respect it unquestionably surpasses all other works of the kind. Something of this sort no reader should ever suffer himself to be without. The information which will be thus increased up and stored from oblivion, will be most important and useful. The paper is strong and fine, and the binding handsome.

THE JOURNAL. *Gold's Universal Index.* Mr. Gould, the well-known strategist, has published a work under this title, which no student or man of business should be without. The difficulty of arranging one's information, so as to refer to it readily, has been a serious one; but Mr. Gould has in a great measure alleviated it. By extensive research and protracted calculations, he has perfected a system by which a blank book of any number of pages may be accurately divided for any purpose, and immediate and future reference be made to any of the branches and benefits of his system, that we have determined to open an index as soon as they are ready, and send the names of various information we an every day gaining, for future reference.

THE UNITED STATES LIBRARY ADVERTISER. In JANUARY, 1862. GEO. F. COELEDGE, of the city, has nearly completed a new and improved edition of *Gold's Universal Index, and Every Body's Own Book,* with directions for saving time, acquiring knowledge, and having it at command through life, by means of an appropriate alphabetical and numerical key. This work has already run through three editions in little more than six months; an approval proof of its claim to confidence. It appears to possess some decided advantages over all similar works—such as the "Index Reform," "Mnemonic," and other common-place-books.

JOURNAL OF COMMERCE. *Gold's Universal Index, and Every Body's Own Book.* Third Edition. This is a plan for the arrangement and preservation of facts and other details of knowledge, which has been highly recommended. Published by Geo. F. Coeledge, No. 274 Pearl-street, New York.

LECTURE.

FRANKLIN has said that "Time is money;" that "A penny saved is worth two earned." One wiser than Franklin has said, "Take fast hold of instruction;" "Knowledge is better than fine gold;" "Wisdom is better than rubies;" "A wise man will hear, and will increase learning."

To save time and increase knowledge, then, appear to be desirable objects. But how shall they be attained? Upon this subject I will offer a few hints.

In addition to the numerous lights and aids by which we are surrounded in youth and manhood, we must have more method, more fixedness of design, as it respects the classification and arrangement of our knowledge for safe-keeping, future reference and use; and this work must be commenced in our schools and colleges. I would recommend the young man who wishes to *save time*, and *treasure up useful knowledge*, to acquire the art of *short-hand*, as an invaluable *labor and time saving art*; it will be found an intellectual lever of manifold power. I would advise him, next, to provide a blank book, and open an account with each and every important subject, branch, or source of information to which his attention may be from time to time directed, while at school or college, while studying a profession, or otherwise preparing himself for usefulness in active life, whether as a farmer, merchant, manufacturer, or mechanic. This blank book should be an universal index, to be filled up by himself, in such manner as to form a sure key to every important subject, fact, or circumstance to which he may wish to recur during his future life, and to which his children may refer when he shall have passed away.

Each young man might open an account with geography, with astronomy, with logic, with rhetoric, with chemistry, geology, mineralogy, botany, and the animal kingdom; with history, ancient, modern, civil, profane, or ecclesiastical; and, if he please, with various ramifications of miscellaneous history, such as biography, mytho-

logy, memoirs, chronicles, annals, journals, genealogy, romance, fables, &c.

The merchant, who receives a bill of goods from his correspondent in London or Liverpool, is particular not only to file that bill for future reference, but to copy it entire into an invoice book, that he may at pleasure look to the quantity, quality, and price of the several articles. So, the young man who attends a lecture, or course of lectures, or reads authors for the information or knowledge which they may impart, should, at the close of every such lecture or reading, or as soon after as practicable,—at the end of an hour, a day, or a week, at the close of a chapter or volume, pass to the credit of the lecturer or author, under appropriate heads, the essential facts or ideas which may have been derived from that source—not necessarily, nor even advisedly, in the very language of the lecturer or author, but in the language of the pupil or learner, who should always aim to condense language and express ideas with the fewest words that will answer the purpose. For it is an acknowledged evil of the age in which we live, that our public men, and among them some of our great men, think too little, speak too much, and write too much. They often fill the broadside of a newspaper with words, though their ideas might find room in a nut-shell. A judicious system like the one which I propose may soon be made familiar and easy, so that every thing may have a place, and every thing be in its place.

The habitual mental effort, of endeavoring to grasp the substance of what we see, hear, and read—of seeking ideas rather than words—the kernel rather than the shell—the grain rather than the chaff—the gold rather than the dross; and of classifying, arranging, and expressing in our own language, and with the fewest and most appropriate words, cannot fail to strengthen the powers of the mind and improve the faculty of memory. If, to this, we add the mechanical operation of writing down, we secure still greater advantages, and shall know more and remember more, though we never afterwards look at what we have written. In addition to this, if we resort to the all-important safeguard of committing our notes, at once, to the sure keeping of a well-arranged, systematic *common-place book*, to every item in which we have an *index* or *key*, and that key be not permitted to rust for want of use, we may be able at a future time to say, we have thereby increased our knowledge four-fold, and our command over it ten-fold.

I commenced by recommending a course for young men; let me now add a few hints for those who are neither very young nor very old—I mean those who are old enough to have felt the want, and to appreciate the value of such a system as I am about to suggest, and not too old to profit by it should they think proper to adopt it. I will confine myself to no particular classes or professions, for I am aware that many gentlemen of the learned professions have their *vade mecum*, their *index rerum*, &c.; that farmers and mechanics have their manuals and their companions; those who navigate rivers and lakes have their pilot's guide; those upon the ocean their practical navigator, their instruments and their charts; but all these are made by others. I want each individual to prepare something for himself, though all these are valuable in their respective places and to particular classes. So, for general use, is the alphabetic arrangement of a dictionary, the directory of a city, the gazetteer of a particular country or of the world, the index to a ledger of accounts, to almost every book that is published, and to the various articles in an universal encyclopedia; but there is something yet wanting which will come directly home to the case of every individual, and which may be called by each individual *my own book*, or a key to all my own knowledge. As no one can think for us, or answer for us in the final day of account, so, neither can any one prepare for us precisely such a book as *our* circumstances require. Do not infer from this, that I would recommend the discontinuance of any of the facilities which I have named; they are all necessary and proper; and still, each individual needs the addition of a single book, to be prepared by himself, which shall be a key or index to all others, and, if properly arranged, to all the acquired knowledge of a long life. This great desideratum, though ardently desired by many, has been sought for and attained by comparatively few. Like many important discoveries and inventions, it has remained for the present and future generations to appreciate its importance, and profit by its general adoption in academies and colleges. That this will be the case in a very few years I have no doubt, notwithstanding the wonderful tenacity of habit, sanctioned by the usage of ages. To show the blindness and inveteracy of certain literary habits, I will produce a single example, directly to the point:

About the time that steam began to be employed in the United States for the propelling of boats, certain gentlemen in New York and Philadelphia had commenced a republication, or an American

edition of the Edinburg Encyclopædia; but, owing to the failure of the projectors and beginners of that great literary work, it was more than twenty years in the press. During all that time, the American public felt a deep and absorbing interest in the subject of steam; and the learned article which was promised and expected in that work, was looked for with almost painful anxiety by its patrons and the public; and though it was actually written for a number of years, still it was not reached in *alphabetic order* till the year 1830. Successive numbers and volumes of the work continued to appear under different letters of the alphabet, in order, down to the long looked-for letter *S*, without the aid of which, it was shrewdly insisted by the literati who had the publication in charge, that the word *STEAM* could not be spelled, much less, the subject treated of with philosophic gravity and a well-grounded hope of success with the American people. The properties, powers, and capabilities, of this great agent, *steams*—which has since revolutionized the commercial and manufacturing world, and is now active in every land and upon every sea over the habitable globe—though then seen, heard, and felt, upon almost every American river and lake, could not be described, but the subject was actually postponed for twenty years, to give time and place to the letters *A*, *B*, *C*, and *D*; and a description of acorn, bagpipe, conchology, dentology, and other equally important and urgent subjects, through all the more favored letters of the alphabet, till the theory and practice of steam had become comparatively as familiar as ploughing, hoeing, or mowing.

That very young children should acquire a habit of reading their alphabet downward, when they cannot read it upward or promiscuously, is not at all surprising; but that grown-up children, men, and philosophers, should be kept in leading-strings, and thus tied up to habit, is certainly surprising; but it is no less true with regard to some of the literary shackles imposed by usage and the popular routine of schools and colleges, of which I shall have occasion to speak directly. I have often heard reasons assigned for not commencing in early life some systematic plan of indexing and common-placing, which to me appeared equally trivial as that for neglecting the article of steam on account of the primogeniture of certain letters of the alphabet.

It is sagely asked, who can make an index to a book till it is written or printed? Who can make a directory to a city till it has learned who lives in it, and where they live? And how can a

young man make an index to the contents of his own brain till there is something in it—to various knowledge which he has not yet acquired, or to the reading of his life till the close of it? If there be any sense in these inquiries, as well might early lexicographers have said, hundreds of years ago, when they found the many thousand words of a language in utter chaos, we cannot make a dictionary of a language till the words are all made. But such folly was not insisted on; the work of analysis and classification was commenced. All words beginning with the letter A were put together in one class; all beginning with B were put in another, and so on through the alphabet, till all were arranged in classes, answering to the several letters of the alphabet. This was the first step towards that beautiful system of alphabetic arrangement which we now find in such general use, in the various ways which I have enumerated—of course I do not include the abuses of the plan illustrated in the case of steam. But as words continued to multiply with the increase of arts, sciences, and knowledge in general, each of these great divisions became too extensive for ready reference, and necessity soon led to another valuable discovery. It was this: that all words beginning with the letter B might, for more ready reference, be appropriately placed in subdivisions, according to the particular vowel which followed after the first letter of each word, viz: ba, be, bi, bo, bu, by; and so of each letter in its turn, through the entire alphabet. This plan, taking our English alphabet of twenty-six letters, and six of them vowels, would require one hundred and fifty-six subdivisions, but for the fact that q is always followed by u, which reduces the subdivisions to one hundred and fifty-one. And this second step was in fact the *ne plus ultra*; for the same arrangement has continued to the present time, without material change. I found this plan in use when I came upon the stage some 30 or 40 years ago, and was told by Barclay, Sheridan, Entick, and other dictionary-makers, that the English language then consisted of about 30,000 words: and the same plan is made to answer now, even by Noah Webster himself, who professes to know more than all who have gone before him. He has been able to gather up, spell, accent, define, and arrange under the same 151 heads, chapters, and subdivisions, no less than 80,000 words. All these words, like so many letters, papers, or documents, filed and deposited in a well-regulated series of pigeon-holes in a post-office

arrangement of the alphabet is a very useful and necessary part of every

or prothonotary's office, can be readily referred to by any school-boy in the land who has a copy of that invaluable work, Webster's Dictionary—and by the by, none should be without it.

I now propose that every man, both young and old, who has any regard to system, order, or arrangement, as it respects the multifarious matters of interest which have been already brought within his observation, or which may hereafter be deemed worthy of preservation, shall be enabled, by the aid of a common-place book, or general index, filled up by himself, to turn to any part or portion 20 or 40 years hence, as readily as he would turn to a word in Webster's Dictionary, a residence in the city of New York—or, as readily as our United States librarian puts his hand upon any volume in the great national library of Congress, at the Capitol in Washington. And who, that has witnessed the readiness with which any volume is produced from that immense collection, does not admire the system by which the keeper is led to his object with such unerring certainty, and with so little pains;—and is this the result of haphazard guess work—is it a miracle of memory to which he is indebted? No, it is neither; it is the result of order and method—the same kind of systematic arrangement which I propose to teach, and to have taught, in the schools and colleges of the United States, by means of my lectures, printed instructions, index, and common-place books; for which design I asked and obtained a copyright 10 years ago, and which I have lately renewed, with improvements.

I would ask, to whom are we indebted for the philosophic classification of the many thousand volumes in our national library? We are indebted to the immortal Jefferson, who, following the example of the French philosophers, had thus classified and arranged his own princely library, and whose system has been adhered to in arranging the library of the nation, of which his now constitutes so large a portion. Following up the hints of Bacon, of Locke, and of Jefferson, a synopsis of two pages (in this work one page) is made a key to a printed catalogue of 700 octavo pages; and this catalogue, divided into 44 chapters, is a key to as many thousand volumes, the location of each being pointed out like the number and street of a resident in the city of Philadelphia, New York, or Boston, by means of a directory.

You have seen with what readiness the merchant or bank clerk refers to the minute items of a long account through the alphabetic

arrangement of his index, and the paging of day-book, journal, and ledger.

The great characteristic difference between his system and the one which I propose is, that his is confined to pounds, shillings, pence, or dollars and cents, and mine has to do with men and things—with authors, books, sciences, arts, times, places, distances, dates, amounts, facts, and circumstances—that is, with useful knowledge rather than dollars and cents; with knowledge of every possible variety, no matter how varied, for every thing has a name, and must be spe'ed with letters belonging to our common alphabet, of which there are but 26, and hence my classification for future reference is into 26 chapters, A, B, C, D, &c.; and each of these chapters into six sections, a, e, i, o, u, y.

If facts were dollars, and ideas dimes or cents, they would not be intrusted to memory alone; there would be some attempt at book-keeping in our schools and colleges, and this plan is offered as a system of such book-keeping. A blank book is provided, and by previous arithmetical calculation, the several pages are allotted to specific objects, as are the several compartments in a printer's case; and subjects, however diversified, are put in their respective places as a printer distributes his types, and they are sought for with the same certainty of success.

When we reflect upon the scrupulous exactness with which the account books of a prudent merchant, farmer, or mechanic, are made to show the place, circumstance, or disposition of every item of his money or property; when we see a man, comparatively uneducated, turning at pleasure to all the trifling items of a long and complicated account of perhaps many years standing, is it not a matter for astonishment, that ninety-nine in the hundred of our well-educated men are unable, when called on, to refer with any degree of facility or certainty to a twentieth part of the valuable information which, in times past, they may have called their own, but of which they have now only a vague and indistinct recollection? They are as much at a loss as the printer, when by accident his types are thrown into *pi*.

Days, weeks, and months, are wasted in tiresome and often fruitless search for that which has been seen, heard, or read, and to which recurrence is desirable, but, for want of some rational and fixed design, it is perhaps lost for ever.

Why is this? Is it that the items which make up our fund of

useful knowledge are so much less valuable than the items which compose our perishable earthly riches? Certainly not. It is that, with the exception of Bacon, Locke, Franklin, Jefferson, and a few others, (and among our cotemporaries I would name John Quincy Adams,) the literary world has been divided into two great classes, viz: *writers* and *readers*. The first have been satisfied with writing for others to read; the second, with reading what the first have written—to do which, in this book-making age of the world, is, too often, grasping images and shadows rather than objects and realities. By undertaking too much, they endanger all. It is like attempting to cull flowers and fruit from the gardens and fields which we pass on a railroad excursion. Those who have read a hundred or a thousand books, are often less learned than some of a former age who read but ten books. But our fathers have done without system, our cotemporaries are now generally without method; and from our primary schools to our colleges and universities, the learner is permitted to revel amid rich profusions of useful learning, comparatively without mental effort, and without method or design as to future reference or future want. He is permitted to lavish for the present, and depend on memory for the future. The mental labor being performed by authors and teachers, the pupil not unfrequently finds himself in after life like the profligate heir, but little better for his inheritance. To see the absurdity of this prodigal course, we have only to refer to any of the ordinary interests and pursuits of human life, except that of acquiring and retaining useful knowledge.

Locke's plan, variously modified, has been adopted by a very few professional men; but, so far as I am informed, no one, except myself, has undertaken to prepare and bring into general use, through academies and colleges, a system of book-keeping, the objects of which are co-extensive with the vast circle of human knowledge, and still so simplified as to be adapted to the capacity of youth, and so cheap as to find its way into common schools.

The accomplished lawyer, who has an important suit to manage, and especially if well feed for it, after learning all that he can of the merits and demerits, from his client, examines various authorities, calls into requisition all his own fund of acquired knowledge and experience, and, from all these, with all the testimony in the case, he prepares a brief for argument. This brief, in his own words, would be fit matter for his own common-place book, and

should at once find its place there, for it may be useful some other day; it would occupy but little space, though embodying the result of extensive and laborious research, and could be turned to by an index at any time through life. Suppose that, from some cause, the suit in question should be postponed for a number of years, and the *brief*, instead of being thus recorded in its appropriate place, should be left upon a loose scrap of paper in the ordinary way, and the paper lost—would not the lawyer have cause to regret that he had neglected the three or five minutes to his *place-book*, which would save him, now, the labor of, perhaps, as many hours, days, or weeks?

I have given this single example, of a single individual, upon a single subject, in making a single entry in his own *place-book*, or general index; and I desire to see each and every individual treating each and every important subject in the same systematic and thorough way through life, so far as his situation, calling, and ability may enable him. With this resolution, this system, and laudable industry, I should have no fear but that he would become a wiser man, than if he left every thing to chance, as is now the practice.

But there must be a beginning; and I am asked, how shall I begin? I will endeavor to tell you.

The merchant can open a set of books and commence keeping accounts with a single individual upon a single page of his *leger*, and as his business increases, he can open a page for each additional customer, without creating any confusion. And so it is with this plan—it can be commenced by little, not necessarily by lawyers and other learned or professional men, but by boys at school, from whose ranks all professions, trades, and occupations, are, and must continue to be replenished. But, as this has not been the case in schools heretofore, we must take things as we find them—not as we wish them.

We will then suppose that the farmer, the merchant, or the mechanic, already entered upon the active duties of life to the neglect of all system and memoranda, should now determine to open a general index, according to my advice, and in imitation of the example which I have given. Suppose he should apply his best mental faculties to a few subjects which he may think most deserving of his consideration, and record the result in the fewest words which may answer the end. Suppose that he should, at the same time, commence filing, numbering, and indexing all important state pa-

pers and other documents which fall in his way, rather than throwing them under foot—do you not think it would richly compensate him, or his children, for the time and trouble bestowed? I think it would.

For his amusement, then, if not for his edification, let me suggest the contents of a few pages in his book—without particular regard to order, as it respects the importance of subjects, or fitness, as to precedence among the subjects.

Suppose he devotes one page to agricultural interests, one to mechanic arts, one to trade and commerce, one to natural sciences, one to literature, one to politics, one to religion, one to law, one to medicine, one to proceedings in congress, one to proceedings in the legislature of his own state, one to canals and railroads—one to abolition if he think proper—but if so, one to colonization, one to anti-masonry and masonry, one to whiggery, one to anti-whiggery, &c.—though, in my opinion, he might better substitute for the last six, the following three, viz: one to minding his own business, one to letting the business of others alone; and thirdly, one to faith, hope, and charity.

I am aware that this is rather a formidable series for a beginner, and still I have named but twenty subjects, of which, I should prefer to drop six, leaving but fourteen.

Now who could not, if he would, keep an account even with twenty of his neighbors, upon twenty separate pages of his ledger, with an alphabetical index referring to the page of each man's account? And where a man has any considerable business or intercourse with twenty of his neighbors, would it not be better for him to keep some kind of accounts, than to trust all to memory and keep none at all?

I have no desire to dictate the topics, or the number of them—let every one select for himself. The subjects may be varied, and increased, at pleasure, from the twenty which I have named, to forty-four, which are found sufficient on Jefferson's plan for thirty or forty thousand volumes of a library; to one hundred, which is the greatest number required by Locke with all his learning; or to one hundred and fifty-one, the number required by Noah Webster, for classifying all the words of the English language, of which he has exhibited eighty thousand.

When an appropriate book and index are provided, and a few accounts opened, the main difficulty is surmounted—all after is

pleasant and profitable. As often as any thing is seen, heard, or read, deserving of preservation or future reference, let it be posted to its proper account, like an item of dollars and cents in a ledger. When a new subject occurs, open a new account, and if one page is filled, pass to the next,—without even the usual precaution, necessary in a common ledger, of placing at the foot of the full page, the number of the new page to which you have removed, and at the head of the new page, the number of that from which you last came, adding in every instance, the new number to the index; for the index which I furnish is already complete. To men of business, there is of course nothing new in this to require further explanation, but I speak for youth, as well as for men of business.

The entries in a common-place book should stand like names, births, ages, marriages, and deaths, in a family Bible. What is thus once well done, is done for ever—it need not be done again. And in order that such a book may last through a man's life, the entries should be brief, as they are in a ledger of accounts, and in shorthand if practicable—that is, by all those who have learned, or can learn conveniently, that labor-saving art. Each entry should be a mere syllabus or brief of the subject to which reference is to be made. The book being a general repository, or warehouse for intellectual goods, wares, and merchandise, the entries should be heads and skeletons of important subjects; many of which, without this artificial aid, could never be recalled by memory, for any valuable purpose; but, with it, may be brought up at any future time, with all the freshness of original conception.

While the foregoing object is satisfactorily accomplished by the short entries recommended—the general index is at the same time employed as a key to various other books, and to numerous subjects not found in this book, except by name, and to be turned to, or sought for, according to the directions given at the time the entries are made, and in pursuance of the plan which I shall now explain. This, doubtless, will be the most important use to which the book will be applied, by a majority of those who adopt the plan; as it avoids, in a good degree, the unwelcome toil imposed by common-placing in the usual way.

The man who thinks a great deal, reads a great deal, and writes a great deal; or, in other words, the man who knows a great deal, and would know still more, and have it at command, should, in addition to the book which I have recommended, be provided with

a blank book for a *diary or journal**,—with a letter book, scrap book, and portfolio, lettered and numbered; and also with a series of boxes or pigeon-holes, for the safe-keeping of papers, pamphlets, &c. These pigeon-holes should be lettered alphabetically, or numbered, as we see them in post-offices and other well-regulated offices, public and private.

Every pamphlet, and every paper, not belonging to the fiscal or business department of a man's affairs (which we presume to be already well cared for,) should be numbered, either under some appropriate head or class, such as I have heretofore intimated, or as a prothonotary numbers his writs, his suits, his judgments, his executions, &c.; or, if no appropriate account has yet been opened in the place-book, then under the head *miscellaneous*, till at some future time, the miscellaneous items thus accumulated are posted to their appropriate accounts.

All presidential and gubernatorial messages or addresses, and the reports from the principal departments of our national and state governments, should be regularly numbered and placed in their appropriate boxes—or for want of such repository, in packages, bundles, or files, with the numbers entered in the universal index—so that by the key and the name of the author or subject they can be turned to at pleasure ten or twenty years hence.

The newspapers, containing speeches upon important subjects, by John Q. Adams, Clay, Webster, Buchanan, Benton, Calhoun, &c., might also be thus numbered and preserved, where full files of the papers are not kept; for the history of our day would be very imperfect without the aid of these speeches—to say nothing of the aroma and spice which they yield to political life, or the present light which they shed upon the leading topics of the age in which we live.

The present seeker of political fame, in the counsels of state or nation, should not fail to open an account with, or assign a pigeon-hole in his cabinet to each of these individuals, and from time to time, to such others as may become alike distinguished, and be thought deserving of such a provision.

By turning to the account of Andrew Jackson, had such an ar-

* The author of this lecture was informed by the venerable John Quincy Adams but a few hours since, that he, in youth, acquired the art of short-writing, which he had used less or more through life; that he had also adopted and used Locke's common-place plan; and for the last forty years, kept a *diary or journal*, with few interruptions.

agement been entered into and pursued, from the battle of New Orleans till the close of his administration, entries like the following might probably be found: battle at New Orleans, January 8, 1815, see National Intelligencer, or other document, No. —, pigeon-hole No. 7; that is, supposing that each of the former presidents of the United States, had a separate box assigned him. Again, presidential election 1825, result of, by the House of Representatives—see paper No. —. Election 1829, result of, Intelligencer, New York Spectator, Richmond Enquirer, &c., No. —. Inauguration, inaugural address, &c., No. —. First message to congress, No. —. Removing deposits, Veto of United States Bank, Specie Circular, &c. &c., all numbered and arranged in the same order, and in the same pigeon-hole or file.

Under the head, H. Clay or J. C. Calhoun, might be found the following entries: Speech of, on chartering U. S. Bank, 1816, paper No.—, renewing charter U. S. B. Compromise tariff, distribution surplus revenue, proceeds of public lands, northeastern boundary, steamboat Caroline, Alexander McLeod, the Florida war, including "the blood-hounds," the bankrupt law without the hounds, &c., &c., all in similar order, with the number of each document entered in the proper account.

Upon another page, but under the appropriate heads, would be found entries like these: See Niles' Register, vol. 17, page —, Encyclopedia Americana, vol. 10, page —, Marshall's Washington, revised edition, octavo, Phila., vol. 1, page —, &c., &c. This plan would take but little writing, and occupy but little space, so that a general index, the size of a new testament for schools, would be sufficient, as an index, for John Quincy Adams, with 70 or 80 volumes of his own manuscript. In most cases, however, the entries may be made so full, especially when short-hand is used, as to supersede the necessity of future reference to other sources; and when it is apprehended that such sources may not be accessible, the entries should not fail to be so full as to give all that is essential upon the subject; and with a view to this the blank books are made sufficiently large for common-place entries, and pretty extensive memoranda. The shorter plan of mere index entries, is resorted to as a saving of time, labor, and space, and when there is little doubt that the books, papers, and other sources where the subjects may be found, will be accessible in future. After the various provisions which have been suggested, for saving common-place labor, by the syste-

matic arrangement and indexing of papers, pamphlets, &c., if writing must be actually done, and if a subject be deserving of a longer *writes* extract or memorandum than would be appropriate for the place-book or general index, let it be written upon a separate sheet of paper, numbered, and placed in its appropriate pigeon-hole, as if it were a pamphlet or newspaper, containing some important state paper—not neglecting to make, at the same time, a corresponding entry in the general index as a key to future reference.

Every professional gentleman should have, in addition to what I have named, a separate blank book for all that appertains to his own particular profession or business; just as much as he should have a day-book and leger for dollars and cents.

For the sake of a more familiar illustration of the nature and uses of this system, permit me to speak of myself, and some of my former labors in this line. At the age of twenty, while reading Locke on the Human Understanding, my attention was drawn to his plan of a common-place book, usually published at the close of that work.

Although the plan had been devised by him more than one hundred and fifty years ago, and was evidently imperfect in some respects, it was the first, and only thing of the kind that I had seen. Its importance struck me most forcibly, and with some trifling modifications I adopted it as my own. I prepared a blank book and commenced taking short-hand notes, and making briefs not only from Locke, but from various other works, and in the following order, viz: from Paley's Moral Philosophy, Sheridan's Elocution, Duncan's Logic, Blair's Rhetoric, Enfield's Natural Philosophy, Ferguson's Astronomy, Stuart's Metaphysics, Vattel's Law of Nations, Montesquieu's Spirit of Laws, &c. The original stenographic notes thus taken, are still in my possession, and I often refer to them with pleasure and profit—though they are less perfect than I could desire. I have scarcely found time to read a page in either of those authors, for the last twenty-seven years; and yet I could in a few hours prepare myself for a critical examination on any one of them by the simple aid of the short-hand skeletons which I then prepared—in the way which I now recommend to others.

I was delighted with the plan, and astonished at the result; for I soon became convinced, that hours were worth more to me with this plan, than days had been without it. During the next few years, I used short-hand chiefly for business memoranda, for correspondence with a few select friends, for my own compositions,

the recording of letters, and occasionally the substance of a sermon, for my own edification, or the gratification of my friends.

My own life has been devoted to various branches of business, in all of which, I have found short-hand and common-placing of infinite value to me—whether as a merchant in the country—author, publisher, or bookseller in the cities—lecturer and teacher in schools and colleges—reporter in Congress, State Legislatures, conventions and courts—or as western land-agent.

During all these vicissitudes I have necessarily had a very extensive acquaintance and intercourse with men of almost every class and profession; and have seen, in nearly all of them, a great deficiency as to method. I have heard it almost universally regretted among learned men, that they had not in early life acquired the art of short-writing,* and been put in possession of some rational plan for referring to their various knowledge through life. These regrets, from high authorities, have more and more confirmed the opinions which I formed at an early day, as to the importance of short-writing and common-placing, and the great advantages which would result from the teaching of these branches in our schools and colleges—for both may be acquired in a week, so as to answer the purpose proposed, and by a little practice they would soon be as familiar as the principles of arithmetic and grammar.

I now repeat what I have often asserted, which has been seldom contradicted, and which cannot be refuted, viz: By the aid of these two facilities, familiarized in youth, more than half the labor of acquiring useful knowledge and making it available through life, may be saved to the learner. Or in other words, a person may acquire with these facilities, in a given time, quadruple the amount of useful knowledge which it would be possible for him to acquire without these aids. Not that I have myself improved in that proportion; but what I have acquired, has been with trifling time and labor, in comparison to the amount usually bestowed by others upon the same subjects; and what I have once acquired, I shall have at command through life.

It is objected by some, that this course is too mechanical; that it will take too much labor; that the memory will be injured by it

* As a proof of its labor, space, and time saving powers, let it be understood, that this entire lecture, of 17 large printed pages, prepared to be read in public, was originally written in my usual running short-hand, upon a single sheet of letter paper—though in ordinary common-hand it would have required from five to eight sheets.

rather than improved. To these, let me say—he who learns to write five or six times as fast as he was wont, or as others usually write, and by judicious system and early habit is enabled to grasp the substance of a volume—to analyze, condense, arrange in his mind, and present upon a page of his index a synopsis of the whole, while another would barely read it—does not, by this exercise, injure the memory, but invigorates the mind and improves the memory; and this is the exercise, which it is the object of the present lecture to recommend and introduce. The mind, being released from the incumbrance of unnecessary words and space, finds more time to grow and expand by reflecting upon and comparing the *ideas* which *words* may have infused. The learner looks upon his synopsis of a single page, as he looks upon the map of a country, and, at a glance, the substance of a volume is brought in view. It is true, the memory should be the repository of *ideas* rather than of *words*, which are, at best, but the mere vehicles of thought, and always at hand where thought is; and having performed their office of communicating ideas, they are as useless as the spelling-books, grammars, and geographies of our childhood. Having learned the ideas, we care not for the words in which they were clothed—any more than the farmer, for the chaff which he commits to the winds and the beasts of the field, having first secured the grain; but let us not give a certainty for an uncertainty.

The memory, while it should not be overburdened with unnecessary verbiage, should never be released from that habitual exertion on which its own health and preservation depend; for the great secret of preserving and improving the memory, consists in giving it a sufficient quantity of the right kind of aliment, affording due time for its digestion, and no more relaxation than is absolutely necessary for the restoration of its healthy functions.

The person, therefore, who adopts the facilities which I have been recommending, does not substitute them *for* memory, but employs them as its assistants—as its knowledge-bearers, to gather up, preserve, and hold in readiness for future use, that which memory need not be continually cumbered with, and to which it cannot resort at pleasure or with certainty without some such artificial aid.

The anticipated improvement and benefits are to flow from the *mutual and reciprocal co-operation of short-writing, common-placing, or indexing, and memory*, as auxiliaries each to the other.

Suppose it were desirable, for a particular object, to refer to the

written account of some distinguished individual who stands conspicuous upon the page of history, ancient or modern: the orators, Demosthenes or Cicero; the poets, Homer or Virgil; the philosophers, lawgivers, wise men, historians, or celebrated writers, of antiquity, Socrates, Plato, Diogenes, Epicurus, Solon, Seneca, Josephus, Pliny; or to the emperors, kings, conquerors, presidents, and generals of the world at large, Alexander the Great, Julius Cæsar, Hannibal, Cincinnatus, Scipio, Washington, Bonaparte, Bolivar; or to the Henrys, the Edwards, the Richards, the Georges, the Williams, or the Queens of England: without some kind of system or method, more than is usually adopted at schools and colleges, or practised by those who read professedly for the purpose of future benefit, there might be very great inconvenience in turning, at once, to the subject proposed, because you must look to the history of Greece, of Rome, England, France, North America, South America; you must resort to various volumes, and probably beyond your own library—and thousands there are who have no library. But, upon my plan, every young man should have all such subjects arranged in his place-book, or general index, while at school, so that, in all after life, he could turn to them as he would turn to a word in a dictionary.

A word farther: Suppose you would know the latitude, longitude, boundaries, extent of territory, population, form of government, amount of revenue, of national debt, number of the army or navy of any country in Europe, or the population of any European city; the time of any great naval battle among the European powers; or if you would refer to some feature in the Constitution of the United States, or of any individual State; to the organization and general business arrangements of any of the various departments of our national government, from the executive downward; or if even you would look to the components of the British parliament—the *Peers*—of blood-royal, the archbishops, dukes, marquises, earls, viscounts, bishops, barons—or the *Commons*, and the relative number representing England, Scotland, Ireland, and Wales; however miscellaneous and *dissimilar*, in all respects, these several subjects may appear, they are all alike simple in an index.

As a proof of the simplicity and efficiency of this system, so far as my own reading and knowledge are concerned, it affords me pleasure to answer any interrogatories which may be put upon any of the subjects named, or other topics upon which I have ever read, deeming the subject-matter worthy of preservation.

DIFFERENT SYSTEMS AND MODES OF CLASSIFICATION.

I now close my instructions and hints to young men by referring to several modes of classification, and to Chancellor Kent's course of reading.

SYSTEM OF DR. LOCKE.

As to Locke's system of *componing*, to which I have alluded, I must be permitted to say—however clear the ideas of that author were upon other subjects, he was not fortunate in the description of his own method of *componing*; for not one in twenty has been able to understand and practise it, without perplexity and blunders. It was only adapted to his own use, and the use of those, like himself, who read, think, and write continually. Various modifications and imitations have been recommended and adopted, without material improvement.

CLASSIFICATION OF PHILADELPHIA LIBRARY, FOUNDED 1731.

The catalogue of this immense library extends through two octavo volumes, or 1,046 pages. The whole is divided into *five classes*, and these classes into 181 minor divisions, *viz* :

1. RELIGION	into 30 subdivisions, . . .	requiring 50 alphabets.
2. JURISPRUDENCE	18 "	" 16 "
3. SCIENCE AND ARTS	28 "	" 28 "
4. BELLES-LETTRES	33 "	" 33 "
5. HISTORY	32 "	" 32 "

181

By a synopsis of three pages, we are shown the particular page of the general catalogue upon which each subdivision commences; and from that commencement, all the particular works belonging to that subdivision are ranged in alphabetic order; and in that arrangement is shown the number of the volume in the entire library, instead of the number in a particular subdivision; but still, the alphabetic series is repeated to no less than 181 times—and once for the names of authors, making 182.

JEFFERSON'S SYNOPSIS, AND THE CLASSIFICATION OF BOOKS IN CONGRESS LIBRARY, WASHINGTON CITY.

(SEE NEXT PAGE.)

Having alluded to the philosophic synopsis or classification of Mr. Jefferson, I have thought best to exhibit it entire, being unwilling to keep back any thing which may be useful, and believing as I do, that it may lead to reflection, association, and improvement.

It will be seen that this classification has furnished matter for *forty-four distinct chapters*, and the present library of congress is thus divided.

The various works in this immense library are not numbered in a continuous series, as in the case in some libraries; but the distinct subjects or works belonging to each chapter, are numbered in a separate series; and are termed to in the catalogue, by the alphabetic arrangement of that particular chapter. To do this, the alphabetic series is repeated to no less than *forty-four times*; besides being once employed upon the names of authors alone. Having the name of an author, his work is turned to in the ordinary alphabetic way; and if he has written upon subjects belonging to several chapters, those chapters are here pointed out, as also the pages of the general catalogue, where the particular works are specified by title, and their number in the chapter given—by this last number, the book is selected from the shelves.

Mr. JARRASSON says,

BOOKS may be classed according to the faculties of the mind employed on them. These are,

I. MEMORY. II. REASON. III. IMAGINATION.

Which are applied respectively to—

I. HISTORY. II. PHILOSOPHY. III. FINE ARTS.

				Chapt.	
I. HISTORY.	Civil.	Civil proper	Ancient	Ancient History	1
			Modern	Foreign	2
				British	3
				American	4
			Eccelesiastical	Eccelesiastical	5
	Natural.	Physica		Natural Philosophy	6
				Agriculture	7
				Acoustics	8
				Stemmy	9
				Medicine	10
		Natural History proper	Animals	Anatomy	11
				Zoology	12
			Vegetables	Botany	13
			Miscells.	Mineralogy	14
			Occupations of Man	Technical Arts	15
II. PHILOSOPHY.	Moral	Ethics	Moral Philosophy	16	
			Law of Nature, &c.	17	
			Religion	18	
		Religious	Common Law, &c.	19	
			Equity	20	
	Jurisprudence	Eccelesiastical	21		
		Law, Merchant, &c.	22		
		Codes, Statutes	23		
	Economic	Politics	24		
		Commerce	25		
		Arithmetic	26		
	Mathematical	Pure	Geometry	27	
			Mechanics	28	
		Physico-Mathematical	Statics	29	
			Dynamics	30	
Pneumatics			31		
			Optics	32	
			Astronomy	33	
		Geography	34		
III. FINE ARTS	Architecture	Architecture	Architecture	35	
			Gardening	36	
		Painting	Painting	37	
			Sculpture	38	
		Music	Music	39	
	Poetry		Epic	40	
	Poetry	Epic	Tales, Fables	41	
			Tragedies	42	
		Tragedy	Odes	43	
			Elegies	44	
		Didactic	Didactic	45	
			Tragedy	46	
		Comedy	Comedy	47	
			Dialogues	48	
		Epistles	Epistles	49	
Logic			50		
Oratory	Rhetoric	51			
	Orations	52			
Criticism	Theory	53			
	Bibliography	54			
	Logic	55			
	Polygraphical	56			

All who have written on various branches

LIBRARY OF HARVARD UNIVERSITY.

CAMBRIDGE, MASS.

The various works, constituting this library of more than 40,000 volumes, are all enumerated by title, requiring two volumes octavo, of 949 pages. A third volume, of 229 pages, gives a synopsis of the whole library divided into six classes, which classes are subdivided into fifty sections, and the place of each volume, in any one of these sections, is pointed out through the number of the page upon which the title of the volume is found, in the principal catalogue of 949 pages; and this catalogue gives the number of the volume in its particular section, and as it stands upon the shelves of the library in that section. Here, again, the alphabetic series is resorted to no less than fifty times.

SYNOPSIS AND CLASSIFICATION OF HARVARD LIBRARY.

CLASS I.

THEOLOGY.

- SECTION I. Holy Scriptures.
 II. Natural religion.
 III. Evidences of revealed religion.
 IV. Scripture histories, biblical dictionaries, concordances, harmonies.
 V. Critical theology.
 VI. Dogmatic, controversial, and practical theology.
 VII. Pseudepigraphic theology.
 VIII. Fathers of the church.
 IX. Ecclesiastical history.
 X. Jewish antiquities, history, and literature.
 XI. Miscellaneous divinity.
 XII. Various religions and superstitions.

CLASS II.

JURISPRUDENCE, GOVERNMENTS, AND POLITICS.

- SECTION I. Law of nature and nations, treaties.
 II. Civil law.
 III. Common ecclesiastical law.
 IV. Statute, common, and chancery law.
 V. General and miscellaneous law, (including feudal, maritime, and common law, &c.)
 VI. Government and politics.
 VII. Political economy, finance, money, trade, commerce.

CLASS III.
SCIENCE AND ARTS.

- Sermon I. Philosophy.
 II. Mathematics.
 III. Physics.
 IV. Natural history.
 V. Medicine.
 VI. Fine and useful arts.
 VII. Encyclopedias, journals, publications of learned societies.

CLASS IV.

BELLES-LETTRES.

- Sermon I. Bibliography.
 II. Literary history.
 III. Grammar and Lexicography.
 IV. Rhetoric and criticism.
 V. Greek authors.
 VI. Ancient Latin authors.
 VII. Translations of Greek and Latin authors.
 VIII. Poetry.
 IX. Works of fiction and humor, epigrams, proverbs, dialogues.
 X. Orations, addresses, speeches.
 XI. Oriental literature.
 XII. Periodical works, registers, directories, gazettes.
 XIII. Miscellaneous authors.

CLASS V.

HISTORY.

- Sermon I. Antiquities, Mythology, numismatics, heraldry, genealogy.
 II. Geography, topography, statistics.
 III. Voyages and travels.
 IV. General history and chronology.
 V. Ancient history.
 VI. Modern history of continental Europe.
 VII. British history.
 VIII. Asiatic, African, and other history.
 IX. American history.
 X. Biography and personal narratives.

CLASS VI.

WORKS RELATING TO AMERICA.

CHANCELLOR KENT'S COURSE OF READING,
DRAWN UP FOR THE
USE OF THE MEMBERS OF THE MERCANTILE LIBRARY ASSOCIATION
OF THE CITY OF NEW YORK.

- I. ANCIENT LITERATURE.**
1. Greek History.
2. Greek Oratory, Philosophy, and Poetry.
3. Roman History.
4. Roman Oratory, Philosophy, and Poetry.
5. Jewish Antiquities.
- II. MODERN LITERATURE.**
1. General European History.
2. General Literature and Philosophy of Europe.
3. British History.
4. History of the other States of Europe.
5. History of the Asiatic and African Powers.
- III. AMERICAN HISTORY.**
1. United States.
2. Other parts of America.
- IV. TRAVELS.**
1. Travels in the United States.
2. ——— in other parts of America.
3. ——— in Great Britain.
4. ——— in France.
5. ——— in Spain.
6. ——— in Italy and Sicily.
7. ——— in Holland, Belgium, Germany and Switzerland.
8. ——— in the North of Europe.
9. ——— in Western Asia.
10. ——— in Eastern Asia and Australia.
11. ——— in Africa.
- V. VOYAGES.**
1. In the Southern Hemisphere and N. Pacific.
2. In the Northern Hemisphere.
- VI. BIOGRAPHY.**
1. American.
2. European.
- VII. POETRY.**
- VIII. PROSE FICTIONS.**
- IX. SCIENCE.**
- X. CONSTITUTIONAL AND COMMERCIAL LAW.**
- XI. ELEMENTS OF MORAL SCIENCE.**
- XII. EVIDENCES OF NATURAL AND REVEALED RELIGION.**
- XIII. MISCELLANEOUS.**

The Catalogue selected under the several heads above indicated, consists of select books in the English language, and with which it would be useful and ornamental for every gentleman, in every business and pursuit, to have some acquaintance.

The classification and variety of the selection, are intended to meet the various tastes and habits of thinking of the numerous members of the Mercantile Library Association.

BIOGRAPHY.

(1.) AMERICAN.

1. *Sparks' Life and Writings of Washington*, 12 vols., 1837.
2. *Marshall's Life of Washington*, in 3 vols., Phil., 1834.
3. *Sparks' Works of Franklin, with his Life*, 10 vols., Boston, 1826-9.
4. *The Life of John Jay, by his Son*, 2 vols., New York, 1833.
5. *Sparks' Life of Gouverneur Morris*, 3 vols., Boston, 1832.
6. *The Life of William Livingston*, by Sedgwick, New York, 1833.
7. *The Life of Alexander Hamilton, by his Son*, New York, 1834.
8. *Hayden's Memoir of De Witt Clinton*, New York, 1829, 4to.
9. *Whitson's Life of William Franklin*, New York, 1826.
10. *Wirt's Life of Patrick Henry*, Philadelphia, 1826.
11. *Taylor's Life of Otis*, Boston, 1823.
12. *Sparks' Life of Leonard the Traveller*, Cambridge, 1828.
13. *Shaw's Life of Brant*, 2 vols.
14. *Bellamy's American Biography*, 2 vols., 1794-1798.
15. *Sparks' American Biography*, 10 vols., Boston.

(2.) EUROPEAN.

A few only of the most interesting works of the kind can be selected.

1. *Boswell's Life of Johnson*, 3 vols., edit. 1792.
2. *do do*, edited by Croker, 2 vols., New York, 1833.
3. *Middleton's Life of Cicero*, 4to.
4. *Prior's Life of Burke*, 1825.
5. *Prior's Life of Goldsmith*, 1837.
6. *Southey's Life of Nelson*, (Foss. Lib.) The most delightful and perhaps the most durable of all Southey's productions.
7. *Southey's Life of Cooper*, 2 vols.
8. *Lord Decker's Life of Frederick of Prussia*, 2 vols. Harpers' Family Library, No. 41.
9. *Cumberland's Memoirs*, written by himself, 1806.
10. *Life and Correspondence of Lord Collingwood*, 1829.
11. *Otter's Life of Edward D. Clarke*, 1827.
12. *Sir William Forbes' Life of Beattie*, 1866.
13. *Candorret's Life of Turgot*, 1781.
14. *Life of Sir William Jones*, by Lord Teignmouth.
15. *Life of Sir Humphrey Davy*, by his Brother, 2 vols.
16. *Life of Burns*, by Dr. Currie. *Life of Burns*, by Lockhart.
17. *Life of Sir Walter Scott*, by Lockhart, in 2 vols.
18. *Life of Mrs. Siddons*, by Campbell.
19. *Life of Telford*, written by himself, London, 1828.
20. *Life of Charles Lamb*, by Talfourd, 2 vols., 1837.
21. *The Despatches of the Duke of Wellington*, 12 vols.
22. *The Autobiographical Life of Gibbon*.
23. *The Annual Biography from 1807 to 1837*, in 21 vols.
24. *Lord Brougham's Sketches of eminent Statesmen under George 3d.*
25. *Cunningham's Lives of the most eminent Painters*. Harpers' Family Library, 6 vols.
26. *Bishop Habel's Life*, by his Widow, 2 vols., New York, 1830.
27. *Life of Sir Isaac Newton*, by Brewster. Harpers' Family Library.
28. *Johnson's Lives of the Poets*, 4 vols. The most interesting of all his works.
29. *Life of Calais*, by Waterman, Hartford, 1813.
30. *Stewart's Life of Dr. Robertson*.
31. *Erskell's Life of Cromwell*, 2 vols. Harpers' Family Library, 1839.
32. *Harpers' Family Library*, No. 38, 39, 40.
33. *Wilberforce's Life*, by his Son, 4 vols., Bro., London, 1836.
34. *Scott's Biographical Memoirs of eminent Novelists*, 2 vols.
35. *Scott's Life of Swift*, 1 vol., (Prose Works, vol. 2.)
36. *Scott's Life of Dryden*, 1 vol., (Prose Works, vol. 1.)
37. *Roscoe's Life of Cicero*, 1820.

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Animals names of

avd g'v g'fka
 (a horse)
 Thora. W draen.

Cervus, furca,
 Stag, ant.
 gad, goad,

sd.

gai, Hgonzin.

Swap. Sc. To exchange, to barter. Isb. skiptan to exchange
Swap Sc. To strike. S skarog a wd

Chop Sc. to strike (chop) to choose. To chop home (Sc) as
in conclusion of a bargain. Choppin Lorraine a
box on the ear. Chuff

whereat full of I might
to see how all these three
from buy to man, from man to buy
Would chop & change degree.
Carl of Surrey.

Article Δo
suffix

well - wealth?
heal, hail health?

Aspiration omitted

Abide.

habite

Abi. Toga. homo.

Ara Tng. come

Affix B as a substitute for a guttural, it —
English.

B.

Walk SA Wolf

Be. obscure the
just times - also comp
affix be with affix ga
(to be with) (be. ing.
wäsende)

Bile.

Xolj

Xolj, fel, gall.

Bore, gore,

Magg. fur.

Brod. Beh. a ford

Eng. road, gradior f.

rhodis W. to walk.

(Kazj, garol. wate)

Brook (from heat)

crack, (comp. river)

(from river) (fute, dode)

Bring - bear

brought -

Bear fact. to bear.

prot. rug.

Bear - fact. to bear

pret. thing & Mg.

Lateral affix for internal affix:

βəw / βəwə
 ɛwə

floccus for
 -lock

βəw / βəwə

ɛwə / ɛwə

βəw / the deep

βəw / βəwə

ɛwə / a lock

(Comp. ɛwə / ɛwə)

ɛwə / ɛwə

Black. pt. flash.
Lysk, Lysk

Ba

Box v c

Caip Se. & Coffin
^{Let.}
Capra & Coffin

Bag v c

Cato, Longa bag or basket
 Rod W. a bag.
 Codace, a pillow.
 Cadus Lat. measure 18 gal.

Crusmen d.

Basket x c

l. d. t. s.

l. b. p. m.

cupa val spume

Cato. Toza. bog. v
vite

Camen a det. v. iten. v. p. f. v.

Cabbie. ^{egon} se. a panies.

Cabbuil. gaeh. v. iten.

baeket for catahy fishes

Coop. se.

Kopivog baeket.

Barter.

Kaufen.

Compr.^{se} to exchange

caupo, retailer & craim se. a booth.

innkeeper ^(Kraupen) ^(Kraupen) ^(Kraupen) Krasmen. g.

cofer & couples. se

a dealer.

chaips, a bargain.

chop se. a shop.

shop.

craim se. a booth.

B-h, g, v, e

Bergen

Berg, g.

Berik, moss, a

thicket, a ledge.

Birch, tree.

Bury.

Names of Color.

X sön to color.

White.	(quite). Weiss. G. Sa. hvit. Wignwynn y cwm, Wal. Hll.
Gret. geal, cain.	Pol. biały. (pale) L. album, candidum, (canec. Turk. Beyaz. Magy. Fehér or fehér. Krovós, (ágyos, fehér or alfos) geal. Irish.
Black.	Schwartz. G. Neger L. pichas, kshavós. Pol. czarny. W. Du - Gael. Dubh. Turk. Kara. Magy. Fekete. Wallach. Negron. Sans. 7 th (cila)
Yellow	Gelt. G. D. geal. Flavis. Talens. Lat. Flavos W. Melyn. - Gael. (bruidhe). Turk. Szari. Wallach. Galben. Magy. sarga. (comp. gold, x gvos, arány.
Blue	Blau. G. Coeruleum. (shindus). Kvaros, yshavos W. Glas. Wallach. (Buit) Gael. gorm. Magy. kék. (according to Zankovszky. (clik.)
Red.	Roth. Ruber. Lat. rúdsios, rúdsios - W. Coch, rhudd, ffion - Gael. Dearg. Turkish. Kırmızı. Wallach. rotou. Gerwan. rumanian, R - (ruda M. brap. Etyhwa rumanian) Magy. Vörös, piros. -
Grey.	Lat. Cinereus Wallach. Coure,
Green.	Gr. Glas.

White is *pal* believe, *car* is *did* with *quitt*, as we say *quit* of a thing, i.e. clear of it (comp. *fager* Sw. with *Teja* Sw. to clean. *Tic* Sw. sweep.)
 In *agg.* *Feker* is *Lax.* *Faeqr.* Sw. *Fager* Eng. *fair*.

Thus it appears that the names of the colors, (red, blue, yellow) are composed of the same elements viz a guttural, all the a liquid, (for the labials I believe were originally gutturals, as the *i* consonant in yellow plainly was.) Blue, *ylao* *koz*, *gläs*, *galben*, *geel*, yellow, *flavus* &c. are all connected with glow; the change from *g*, to *h*, *p*, for I believe, like that of glow into flow, for describing gentler & less rapid motion, to be a comparatively modern one in one which the ear has guided rather than the intelligence. The guttural *g* (or called an aspirate in the case of *g* when it is completely the movement of any body. It means *from* & gives us the setting forth. — In most of the words which mean 'red' the liquid *l* is used; which would seem to imply that this sensation is produced by a more rapid motion of the particles of light (or by a quicker vibration).

Color *красна* - *Fashe*, *szin* - Pol. *Barna* - & *krase* -
 W. *lliv.* Turk. *renghin*.

Brown.

Wallach. Mourg.

Dark.

Wallach. Intic

Acce. Acer. N.S.
Carve. crags.

Cattle as property. as guarded or kept, or put.

ΚΤΗΥΟΣ a beast of burden, & cattle, from ΚΤΑΟΡΑΙ rest with
quasi-stre

Herd. guarded.

Pecus. pecunia - (Keep invented) heap -

Pig.
Kud de Jut. a fleet. (see Samson. get.)

ἵππῳ git. a fleet.

Is. gotē. horse.

Cow, cervā, vnicā keep. hanc, capra

Carry
 I believe the right meaning is, not to carry but to take
 seize as with the hand. 1816. This is the meaning of the text.

2/3
 aigz
 gero
 fero
 bear
 panio
 Flany &c.

C. p. b. x c

Cover

Inuated

Cave.

Vicus.

Camera,

Chamber,

Home,

Cavus

Vacuus.

Cope.

Copium.

Capu Horn Lama - Bico. Longa crookedxacaac N. and S. A. Vaca Long. dryed.

Cone

Haven,

Hope. Se. a valley

or cove between

two mountains.

Hoif or Home Se.

a hall.

Hof from or

Consonant **Ca** dropped before a vowel

An - a

O'k, or

ar, a'

Some of the most important
of the
had regard to
- effective good
had to a staff

Cane or stick as defence or support.

f. l. v. a

f. d. l. s.

f. b. p. s.

f. r. d. v. e

gad or gaud Sc. a. w.
or staff, also a goad.

Cud Sc. a staff.

Chibi: Tonga, a club.
Baculum (invented)

Cane or staff as support or defence.

g. - r. p.

Πηλαί πύλας
or posts to support a
structure,

υπερσ
Cubir Sc. a rafter.

Couple Sc. rafters.

Cubar. Gael. a pole
or a rafter.

Cebir W. rafter.

Chibi Tonga. a club

C. l. r. Circle etc

Cylch W. a circle.

κίρκοςκρίκοςκύκλοςκυκλωτορα to rollκυθα hollow under the hollow of the eye.χυθρα a hollow

chasm,

Chenyisth Chenyisth Chenyisthcarcat carcat carcatchenyisth a chainχενυ a goatχενυ cat, goatχενυ a hollowχενυ χενυ χενυχενυ χενυ χενυχενυ χενυ χενυ

Ci

Circle, bending &c. hollows &c.

C. d, t, s	C. b, p, m, v.	C. r, d, v.	C. r, b.
	Κύβητος a hollow roof	ΚΥΒΤΩ to bend. (h) roof.	
	ΚΥΠΤΩ to stoop down. (t intense)	Χαλαρά a hollow chamber.	λαγύρα a roof
ΚΥΤΟΣ, a cavity	ΚΥΡΟΣ, hump-backed.		
ΚΥΤΤΑΓΟΣ a cell in a beehive	ΚΥΡΩ to stoop		Inverted
ακρον κυψ, humped	ΚΥΡΩ an arched place.		
also an arch	ΚΥΡΩ a beehive.		
	ΚΥΡΟΣ κεκαμμένος Bico lousa. hollow vessel.		
	Κοιπή a cave.		
	Βακαγγύ a ship.		

Arch, bow, hollows &c.

Cl. holding
Claw
Kiel. M. a fang

Cl. compartment
35 Feb.

Celo,
Hüllen sup. & ov.
Hull, cell, shell

Xedog a tortoise
Hutis W. to cover
Celu W. to conceal.

K Xew
Haklen
Ceil. Gael to conceal.

God. Cuile cellar
Walgai h. deceitful
Hela to dissemble Toy.

Invented.
Prigen
Prins. Tonga. Luwa.

Heaps & Co

Corn, leaf of stone

Cane or staff as support or defence.

g. - r. p.

Pyrac pilas
or posts to support a
structure,

Cabir Se. a raft.

Couple Se. raft.

Cabar, gad. a pole
v a raft.

Cebir W. raft.

Chibi Tonga. a club

Co
L. L. G. L. Co.
as emitting or producing.

grow?

clan.

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Cr. or by. as putting out $\frac{1}{2}$ Ben.

Cragg
Pages.
Lagen.
Crack

Rough.

Shred or split for
hair.

Shrub or scrub,
from grass, that is,
more out.) Feb.

Cut

Invented

Dagger

Dezen

Chadum zig.

(cut se. to butt)

grad.

gata se. to bore.

(Cado/asfell, upell)

(Cado, to die (to fall))Tako to Destroy Capt.Katal Turk. murder.

Catt, a piece Welsh.

Cod, a piece. Gaul

Stick hem.

Stick Eng. &

to stick.

Dig.

Doga Kelt. canal

(see d. 2. 16)

Seco.

Dug Magyar.

zeige a cut.by out, gois
(cut to butt.)S. intensive.

Scheiden.

scindo,

S. stick English.

stag

Apex.

Coip. Se. Cape

Cape. Capm Hon. Tomanaca. Ne east of Id. Copum Rd Latin

to Cap.

can't tel. Se. end of Id.

C. l. r. Circle or

Cylch W. a circle.

κίρκοςκρίκοςκύκλοςκυλίω to rollκύβα hollow under the hollow of the eyes.χασοῦσα a hollow

chasm.

chenyis h. chenyis do.carcat h. nickla.chenyis a chainχωνη a gutter

(χων, cat, gna)

χραρον a hollow(aidigos χραραhollow, vault. χραρα)Kragg N. wile.

Circle, bending &c. hollowing -

C. d, t, s

C. h, p, m, v.

C. r, d, v.

C. r, b.

Κύμβος a hollow cup

Κυβτόω to bend. (h) roof

Κυπτιω to stoop down.

Χαλαρά a hollow chest, Laquear, a roof

(t intestine)

Κύτος, a cavity

Κυφός, humped.

Κύττατος a

Κυφώω to stoop

cell in a beehive.

Κυφωή an arched floor.

acorn cup, (beehive)

Κυφική a beehive.

also an arch.

Κυφός curved up, also

Bico ^{longa} hollow up.

Coiff. l. a cave.

Vaca long a ship

Inverted

Arch, bow, hollowsp &c.

Cl. holding
 Clant
 Kiel. M. a fang

Cl. conquestment
 35 Feb.

Celo,
 Hüllen sup. 2 vs.
 Hull, cell, shell

Xedog a tortoise
 Hutio W. to cover
 Celn W. to conceal.

K hew

hew

Ceil. Gael to conceal.

God. Cule celler

Ualgac h. de ceitph.

Hela to Dipscoble Toy.

Invented

Prigun

Prigun. Tonga. lurid.

Heaps & Co

Cairn, heap of stones

[Faint, illegible handwriting in the right margin]

Bribe, compensation, protection money etc.

C. d. b. s.

C. l. r.

3x2 la amere, sedem
 getten
 valeo.
 (ing. guilty)
 (W. cytus guilty)

Jobs W. a. bribe.
 also compensation.

cudeigh s. a
 bribe or gift.
 cuid a thare.

Co
(constant double) not re

69

Polish, Polish
Primer.
lines, lines, clear

line

CP

CP

CP

CP
CP
CP

Cup, ^{Cū} &c.

Cupax

Quaff.

75 (cup) the hollow

of the hand.

Cap. se. cup.

Cup a dat. val. wine.

Kocherov a little. Kw pur a pint.

Kielich, Ph. in cup. /

Chalice.

Inverted.
Poculum
Beaker
Pohar.

<u>Cheer</u> .	Jc. Hyr.	Stem of words.
<u>Chief</u> .	Cap. ut.	Screach, Shrick
<u>Canal, channel</u> .		Lark lurch.
<u>Charge, cargo</u> .		Drink, Glorch.
<u>Chalica, Kielich</u>		Acckenlyn. Hatch
<u>licen A.S. chictan</u> .		Wake, watch.
<u>Lidan A.S. chide</u> .		Dach, Hatch
<u>ciem d. chum</u>		
<u>cild, A.S. child</u>		
<u>liort, churl</u> .		
<u>Carm-en chirp. ing</u> .		
<u>Tybać M. torch</u>		
<u>Łzya n p. caryx</u> .		

Cario

Kapamak (Jk)
 courrir.
 cover

Intensive affix.

After the affix, & the rough breathing is silent, or rather, after the aspirate is silent, or rather,

Dread, threat,
 Gael. gaath (fear) Gael.
 with (hambh) Gael. gais
 horra. shudding Lat
 frigos. go. agus (cold).
 K grows to thide together.
 K grows to g, horringing
 Gael. Cradh (pain).

DDI trembling. Ang. Gortic (Pill) Groman. Gp
 rilly. in the Dor. Groman. Gp oza, 395111

Draw, (comp.

thread)

Drag, Ragg. ragat.

(inmate, carry?)

Drop. Kropka, Pk.
 I believe the idea
 is that of breaking
 that it is another form of
 (crumble)

Invermost for
 Invermost (North
 of England)

D^g

Dental intensive at the end of the word

... ..
... ..
... ..
... ..

Gold, gul,
yellow, haul,
geal, sight
hall, g.

Lando or
Canev to be white
to shine

... ..
... ..
... ..
... ..
... ..
... ..
... ..

Dental for ^{Da} Logica

Thetis, thetis, auris, audis,
N meridie, media die.

Bot, for bel.
facem.
ret, pean,
pellis.

Y Esido, Esido's
Y sideo, sella
D olpait olpait.

Lae. longa. fructus
Lahi. Malay. Da
Castell do (for
Castella) in Sardinia.

Dwg. E lorica.

Claw W. a cover
dat. clando.

Dental office ^{De} spelling historical

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Βόττω, βόκω,
τασσω
Acht, head, xylas, carveat.
Hend, hened.

Pupix.
Dieb, thief
Spif Sw: Cap-on

D. p. ...

*Date, vale, hte.
Delv 3ig vally*

Interchange of Dentals

zeichen, token, signum. *Druck*
Rustle, rattle, raschen.

Spieszyc, spud.

Names of the dog denoting guardian or keeper.

Kovv	Hound		
canis.	Hound.		
collie Sc.			Whelp.
cu. gen. coin. ful.			𐤀𐤃 (ulb)
greek fast hound			
gooli. tonga			
Coun W.			
Shan Armen.			
Shunah Sans.			
Keven. Chinese.			
Hound			

Di
Deck

Loig, Irish a house :
Teach Gael.

Drops.

C, d, t, n

C, p, r

Kvscas a

cloat or veil

Caip. Ic. a cloat.

Lofoos. Ing. to clothe.

to wrap up

Drink

yo drink

xiw, xiw

xioŋos/ŋkallb.

xiw, xiw

to give drink

xioŋa ofhi toŋidd

Pto Lat.

Du
Dwelling place.

κίπη, a hemlet.
χημύ, h. a chief dwelling.

Doubling of words or addition of epithets
 where the meaning was already inherent in the word.

Foot-pad.
 Foot-post.
 (Bote, g.)

Circling years.

Imbeded words

Gul. gul
 Gel low
 Fy. fy. tongue
 to keep doing from
 by to do).
 Cochull gal.
 husk or shell.
 Cockle.
 Gallows, A.S. galg.

7
 .
 .
 .

Ea

Doubling of letters. of same class.

Lumo, sumpti hunter humble
 Stone, Schumpf Lomle Nagy. Lamb.
 Roem, ramble. empty Tömma, time.
 Kieftok, clump.
 clew, knäuel

Imp. example.
 (See p. 74.)

Date, vale, hte.
Delro zig valley

[Faint handwritten notes, possibly including "D. for" and "G. for"]

Interchange of Dental

zeichen, token, signum. *δεντοφυ*
 dentile, *dentile* rasch.

Spieszye, *sped.*

Di

Names of the dog denoting guardian or keeper.

rows
 canis.
 collie Sc.
 cu. gen. coin. pol.
 grech. jack. hound
 gooli. tonga
 Coun W.
 Shanon Armen.
 Shunak Sans.
 Kevon. Chinese.
 Hound

Hund
 Hound.

Whelp.
 33 (calab)

Deck

Toig, Irish a house.
Teach Gael.

Drops.

C, d, t, n

C, p, r

Kv as a

cloak or veil

Caip. Ic. a cloak.

Cofoos. Long. to clothe.

to wrap up

70 Drink
 xiw, xiw
 xigtas/okallo
 xiw, xixiw
 tyine drink
 xira uph toquid
 Sto Lat.

Du
Dwelling place.

Ki'pēy, a hamlet.
chemy-h, a chief dwelling.

Doubling of words or addition of epithets
 where the meaning was already inherent in the word

Foot-pad.
 Foot-past.
 (Ble. G.)

Circling years.

Doubled words

Gull - gull
 Gel - low
 Fly - fly
 to keep longer
 to keep longer from
 by to do.
 Co - chull - gull.
 husk or shell.
 Cock - le.
 Gallows, A.S. galg.

7

Ea

~~Do~~bling of letters. of same class.

Luno, sumpti humilis humble
 Stone, Schumpff Lomli Nagy. Lamb.
 Roem, ramble. empty Tomma, time.
 Kiebet, clump.
 clew, knaurl

Dyp. crenula.
 (See p. 74.)

Day

Kokukh. P. 11.

Diphthongs

Aeneus, from aeneus.

Jaedium
 Finnish Tees
 Wort. labra.
 Finn. Tean lido
 Nagy, Dolga
 Doughty - do.
 them.

Day

Kokukh. Pile 11.

June 11 1888

The night was dark and wind
 not much. Some stars were
 quite bright.

June 12 1888
 1888

Diphtheria

Aeneus, from alacens.

Saedium
Finnish Tees
Wort. labra
Finn. Tean tado
Mogy, Dolga-
Donglyt - do.
Wann.

[Faint handwritten text]

Names of the Earth.

Earth.ErdeTord. Sw.Tord. Dan.Aarde. D.Tdacar.(Earth, ^{and} ^{other})from water, Toror dacar.

* 7 x

Ea(yggdrasil's garden)Cir, TelengstenTolun or Wise blonds.

Names of the Earth.

Earth.ErdeTord. Sw.Tord. Dan.Aarde. D.Idacar.(Earth, ^{land, & sky})from water, Tor,or dacar.

47x

Ea(yggisidig ^{earth})

Cia, Telengalen

Toban or Wile Blonds.

for yth time at

Earth
Earl.

Final
for A.S. Fah.