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## Shorthand professional course in nucom institute Rawalpindi Pakistan

### Shorthand professional

Shorthand systems based on the NEW ERA EDITION of SIR ISAAC PITMAN's SYSTEM OF SHORTHAND and guide you through the practice at your convenience. The Pitman system is a unique phonetic alphabet and diacritical marks have to be added alongside anslate to different meaning and transcription often represents a problem. Fourth, symbol-based shorthand systems cannot be used with a computer. Shorthand systems based on the NEW ERA EDITION of SIR ISAAC PITMAN's SYSTEM OF SHORTHAND and guide you through the practice at your convenience. The Pitman system is a unique phonetic alphabet and diacritical marks have to be added alongside anslate to different meaning and transcription often represents a problem. Fourth, symbol-based shorthand systems cannot be used with a computer.

**NUCOM** کم فیس معیاری تعلیم  
INSTITUTE OF INFORMATION TECHNOLOGY

**SHORTHAND PROFESSIONAL COURSE**

1	Introducing Teeline	The Teeline alphabet	2
3	Removal of unnecessary letters	Read and write shorthand notes	4
5	Produce transcripts of shorthand notes	Write shorthand at optimum speed with minimum penning	6
7	Punctuation	Position of writing	8
9	Joining letters		

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