



INSTITUTO GUATEMALTECO AMERICANO
SHORTHAND
6TO. SECRETARIADO
ESTEFANI NOEMI MINCHEZ CASERES
ZURY VANESSA REYES RODRIGUEZ
CODES: 10 AND 12

LESSON 20 AND 21

Nombre y Apellido: _____

Clave: _____

1. Join these strokes with their meanings



contract

crowd

bothered

either

consisted

leather

south

complain

compliment

comercial



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6
7
8
9
0
1

amount

house

combine

how

announce

compare

2. Write the correct meaning for each stroke

2 3 4 5 6

7 8 9 0 1

2 3 4 5 6

7



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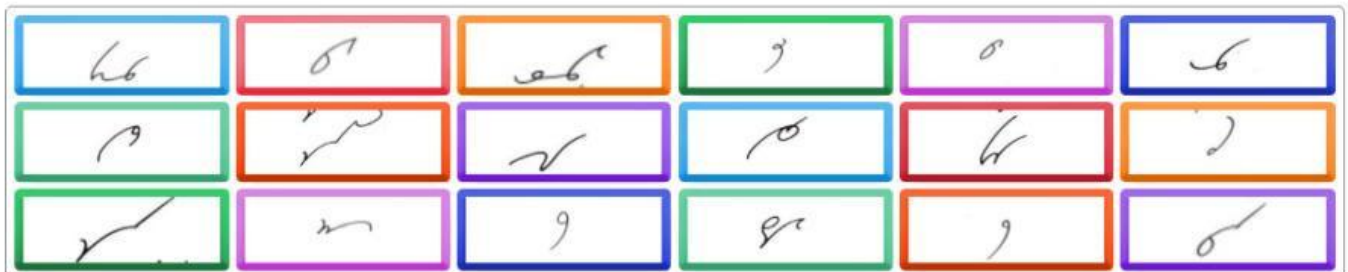
3. Listen to the audio and write the letter in your notebook. After that, transcribe it here.



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4. Select the stroke that corresponds to the words that are indicated to you.

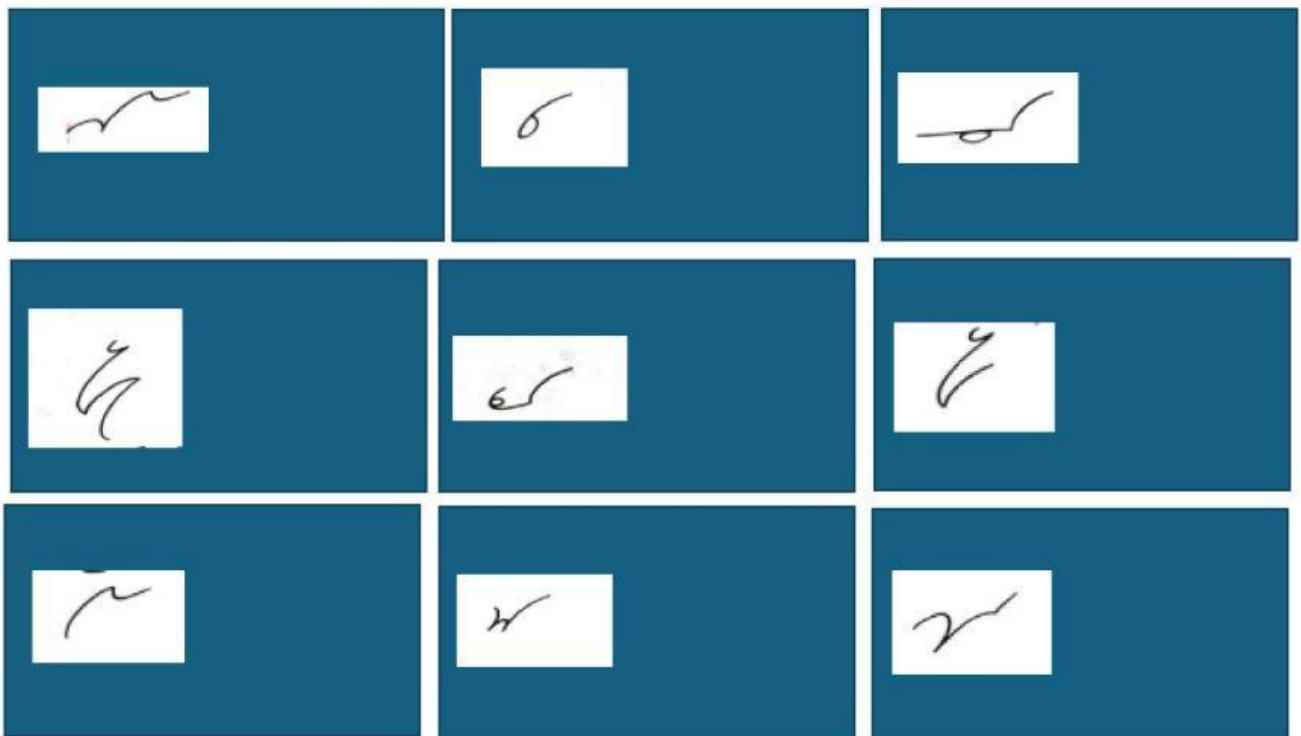
stand
suggest
several
cotton
attend
remittance
bulletin
attention
advantage
tonight
standard
assistance
written
button
out
very
every , ever
tennis





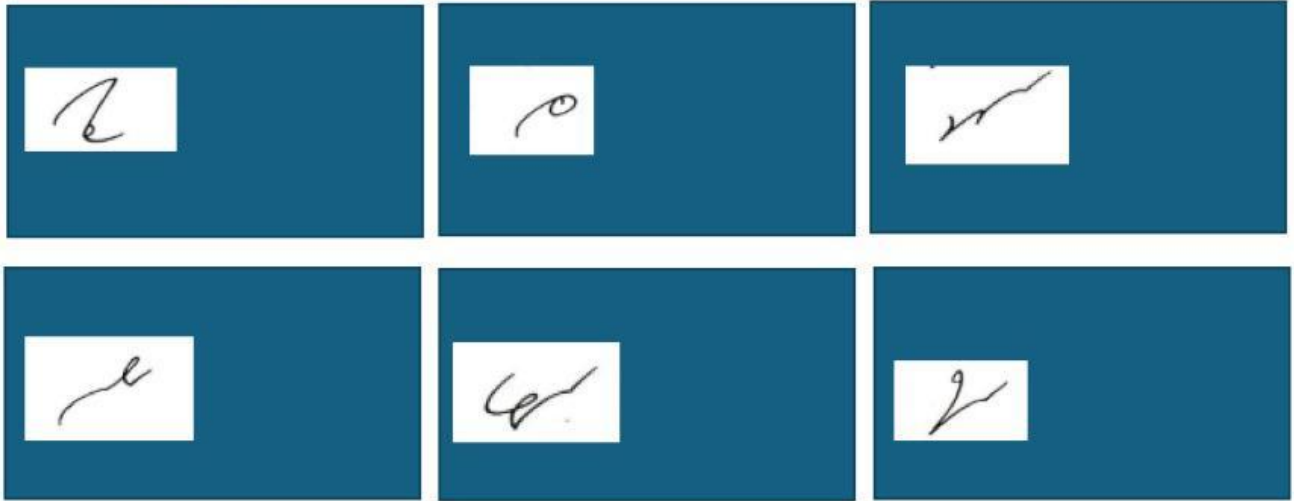
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5. Drag the image according to the meaning of each stroke.





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6. Transcribe the following letter.

u a: 3 7 - 1
w a c h 15 6
w o b l o n 2 8
z l h m r
w b 2 v o
m - r e l c h 15
o 2 9 w o b
w p n ! e l d 3

ac-cept

