Chart of Gregg Shorthand Simplified Brief Forms

Word	Brief Form (Text)	Brief Form (Image)
a, an	[dot]	•
about	a b	C
acknowledge	a k	0
advantage	a v	9
advertise	avt	2
after	aft	2
agent	a j	9
all	o (turned sideways)	c
allow	a I	0
always	ols	\smile
am, more	m	

among	m ng	
and, end	nd)
any	n e	-70
are, our, hour	r	<i>с</i>
at, it	t	/
automobile	o tem b	\bigwedge
be, by	b	$\left(\right)$
been	b n	C
belief, believe	b e	6
between	b ten	6
big	b g	6
bill	b l	\mathcal{C}

body	b o	\mathcal{C}
business	b s	Ę
but	bt	C
can	k	
character	k a k	9
circle	sekl	\sim
company, keep	kр	7
conclude	k k	\sim
conclusion	k k sh	\sim
confidence, -dent	k f	2
consider, -ation	k s	7
correct	kr	~

correspond, -ence	kres	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
could	k d	~
cover	k v	2
date, did	dt	
Dear Sir, desire	d s	/
deliver	d I	
difficult	df k	2
direct	drk	
doctor, during	d r	
else	ls	
enable	e n b	7
enclose	n k	~

enough	n u f	ア
envelope, nevertheless	n v l	2
etc.	ets	61
ever	e v)
every	e v e	2
experience	esp	Ċ
for	f)
from	fm	2
future	ftr	~
general	j e n	1
glad	g l	\sim
go, good	g	

gone	g n	\sim
got	g t	~
govern	g v	\supset
great	g r	\sim
have	v)
he	e	0
his, is	s	2
house	h u s	j
how, out	a u	6
Ι	а	0
idea	a d e	5
immediate	e m e	o0

important, -tance	m p	-7
in, not	n	
individual	nd v	1
instance, instant	n s	-
let, letter	le	م
like	la	\bigcirc
likewise	l ia s	Ę
long	l ng	
market, Mr.	m r	
matter	mat	6
merchandise	m e ch d i s	-29
merchant	m e ch t	-2

morning	mn [dot]	
Mrs.	m r s	
must	m s	
necessary	n e ss	Ţ
never	n v	7
newspaper	n s p	7
next	n e s	-e
number	n u m	
object	o b	Ć
of	0	v
office	o [right s]	9
opportunity	opr	E

order	o d	
ordinary	o den	
organize	o g	\sim
over	o (over the line)	
part	pt	6
particular	pat	F
please	рI	\subset
presence, present	pr	C
probable	prb	6
progress	prg	\sim
property	prpt	E
prosecute	prsk	G

public, publish	рb	E
purchase	p r ch	4
purpose	prp	Ę
put	р	(
quantity	k t (intersected)	~
question	k sh	7
railroad	rr	~
recognise	rknis	-p
refer, reference	rf	7
regard	re	ڡ
regular	reg	
remainder	r e mn r	مسمى

remember	r e mn	ـــــع
remit	r e m	
request	rkes	
return	ret	~
right, write	ri	٩
satisfy, -actory	sat	d
send	s e n	2-
several	s e v	Ĭ
shall, ship	sh	,
should	sh d	
side	s i	ð
situation	s e t sh	γ

soon	s n	2
speak	s p	(
stand	s tn	
state	st	>
street	str	~
subject	s j	1
success	s u k	*
such	s ch	5
suggest, -tion	s u j	1
than, then	[over th] n	<i>(</i>
thank	[over th] [raised dot]	\sim
that	[over th] a	0

the	[over th]	C
their, there	[under th]	,
them	[over th] m	
they	[over th] e	C
thing, think	[over th] [dot]	c.
this	[over th] s (one stroke)	0
those	[over th] [left s]	C
throughout	[under th] r u t	~
time	tm	
to, two, too	tu	/
unable	n b	7
under	u (over the line)	<i>^</i>

upon	p n	C
use	e u	6
usual, wish	u sh	1
value	v I	2
very	v e	2
want	o nd	\mathcal{I}
was	o s	¥
weak, week	e k	~
well, will	I	\smile
were, year	e r	2
what	o t	1
when	e n	-

1		
where	ar	0
which	ch	/
why	i	Ø
with	e [over th]	6
won, one	u n	2-
wonder	u u n	~
work	r k	<u> </u>
world	u u	m
worth	u u [over th]	Ń
would	d	
yesterday	est	9
yet	e t	6

you, your	u	0
Yours truly,	ut	~

To find a word quickly, use the Find function (CTRL-F) of your browser.