

Revised te-Taking System

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Outline:

1. Lexical part;
2. Grammatical part;
3. Structural part

Omit Vowels

- jst - just
- wrd - word
- thrgh - through
- svrl - several
- spnd - spend
- bsns - business
- vst - visit
- knwldg - knowledge
- dd - dad, father
- mm - mom, mother
- grndm - grandmother
- grndf - grandfather
- grw - grow
- brdr - border
- rmbr - remember
- mibr - member
- hppn - happen
- dfrnc - difference
- dfcl - difficult
- tht - that
- prt - part
- fdrl - federal
- smll - small
- bg - big
- smthng - something
- sccssfl - successful
- rgrd - regard
- dvlpmnt - development

Common Shortenings

- sys - system
- Xmas - Christmas
- pic - picture, photo
- sec - second
- max - maximum
- doc - document
- meds - medications
- info - information
- Mr - Mister
- Pr - President
- asap - as soon as possible
- L&D - Ladies&Gentlemen
- tel - telephone
- Ave. - avenue
- St. - street
- sm1 - someone
- B4 - before
- GM/GA - good morning/afternoon
- PM - Prime Minister
- Ex. - example
- ex - export
- imp - import
- TNU - thank you
- admin - administrator
- intro - introduction
- lab - laboratory
- uni - university

Abbreviations of countries, organizations

Countries:

- Ger - Germany
- Afg - Afghanistan
- Alb - Albania
- &rra - Andorra
- Arm - Armenia
- RU - Russia
- KZ - Kazakhstan
- UZ - Uzbekistan
- AZ - Azerbaijan
- blRU - Belarus
- BG - Bulgaria
- Can - Canada
- CAR - Central African Republic
- Eg - Egypt
- Est - Estonia
- Fr - France
- Fin - Finland
- Hun - Hungary
- It - Italy
- Esp (from Espana) - Spain
- KG - Kyrgyzstan
- Lux - Luxembourg
- Mex - Mexico
- Mong - Mongolia
- Pol - Poland
- Sing - Singapore
- SWZ - Switzerland
- Thai - Thailand
- Taj - Tajikistan
- Syr - Syria
- Ukr - Ukraine
- USA
- UK
- SWD - Sweden

Organizations

- UN - United Nations
- NATO - North Atlantic Treaty Org.
- WHO - World Health Org.
- UNICEF - United Nations Children's Fund
- UNESCO - United Nations Educational, Scientific and Cultural Org.
- WTO - World Trade Org.
- CSTO - Collective Security Treaty Org.
- CIS - Commonwealth of Independent States
- SCO - Shanghai Cooperation Org.
- CSTO - Collective Security Treaty Org.

Map Locations

- Ave. - Avenue
- Blvd. - Boulevard
- Cyn. - Canyon
- Dr. - Drive
- Ln. - Lane
- Rd. - Road
- St. - Street
- E - east
- N - north
- NE - northeast
- NW - northwest
- S - south
- SE - southeast
- SW - southwest
- W - west

Numbers and Months

MONTHS:

- Jn, Fb, Mar, Ap, May, Jun, Jl, Av, Sp, Oc, Nv, Dc

NUMBERS:

- 1st, 2nd, 3rd
- 2k - 2000, 15k - 15000
- 5m - 5 millions

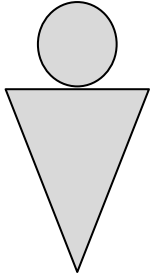
DAYS:

- Mn, Tu, Wd, Th, Fr, St, Sn

Male, Female

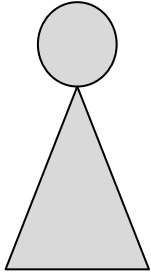
Pronouns

MALE



I, U, We, Za, He, Sh, It, Ur

FEMALE



Comparative form

< More

> Less

Introductory Phrases

L&D - Ladies and Gentlemen

GA, GM - Good afternoon/morning

Dr - Dear

Hwvr - However

TNU - Thank You

TBH - To be honest

B4 - Before

♀ - women

♂ - men

✖ - war

:

∩ - and

♥ - Love

\$ - money

□ - country

○ - meeting

☺ - good

☹ - bad

☀ - day

☾ - night

☺ - summer

* - winter

♁ - autumn

♈ - spring

> - more

< - Less

✈ - fly

♥ - hate

👁 - see/watch

! - attention

⌚ - time

☞ - export

☜ - import

⇒ - therefore

≡ - important

☒ - close

✓x - yes/No

💰 - economy

💧 - water

🏠 - house

TNU FOR UR ATTENTION!