

## “Shorthand” (Add your own to these lists.)

Abbreviate terms

you use often:

education      educ

psychology       $\Psi$

students      sts

especially      esp

with      w/

without      w/o

which      wh/

for example      e.g.

Use symbols:

approximate       $\approx$   
resulting in       $\rightarrow$   
and      +  
most importantly \*       $<$   
less than       $>$   
more than       $>$   
same as, equal to       $=$   
increasing       $\uparrow$   
decreasing       $\downarrow$   
therefore       $\therefore$