

Last updated February 2023

If you are a student or employer looking for shorthand training, please see the list below to find a shorthand tutor in your area. Please contact the tutor directly for further information regarding fees, availability and method of tuition (many tutors offer individual, group or remote online sessions e.g. Zoom).

Some companies offering online or centre-based shorthand courses are also listed (this list is not exhaustive). Please see the linked company website for further information about the services offered.

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If you are a **shorthand tutor** and would like to be included on our database you will need the following:

- Understanding of NCTJ shorthand exams
- A general teaching qualification (preferable) or;
- Applicable industry / practical use of Teeline
- A shorthand speed qualification

If you meet the above criteria, please do forward your CV to [ellen.sanderson@nctj.com](mailto:ellen.sanderson@nctj.com).

**Please note:** the NCTJ does not employ shorthand tutors directly and does not have a contractual agreement in place with the tutors (or companies) detailed on this list. Whilst the tutors on this list are not directly endorsed by the NCTJ, we do reserve the right to remove tutors from the list at our discretion. If you are searching for employment as a shorthand tutor, please refer to the [Accredited Courses](#) section of the website where you can obtain the details of NCTJ-accredited journalism course providers.

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### **Shorthand courses**

Pitman Training

Tel: 01223 319419

Website: [www.pitman-training.com](http://www.pitman-training.com)

Learn online, at one of a range of centres or a combination of both. Several Teeline courses are available, from novice to professional.

Teeline Online

Website: [www.teelineshorthand.org](http://www.teelineshorthand.org)

Email: [admin@teelineonline.co.uk](mailto:admin@teelineonline.co.uk)

Learn online, in your own time and at your own pace with tutor support if required. Learn Teeline from scratch with a complete theory course, or refresh your skills with an improver's course. Private lessons via Zoom are also available.

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### **Free resources**

Lets Love Teeline Together – Website and Youtube Channel

<https://www.letsloveteeelinetogether.com/>

[https://www.youtube.com/channel/UC8C-I4BF0z6neY2KrQ\\_paQA](https://www.youtube.com/channel/UC8C-I4BF0z6neY2KrQ_paQA)

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This popular website and YouTube channel is produced by Jo Goodall and Rosalie Watts, both of whom are experienced shorthand tutors and have taught Teeline at NCTJ-accredited journalism centres. The course firstly aims to give the shorthand novice a foundation in Teeline theory - there is a series of 20 lessons for inexperienced learners.

If you understand the theory and have got the basics, you can find a further series of lessons focused on speed development. These will help you to increase your speed from 60 words per minute (wpm) to 100 words per minute. 100wpm is the industry-standard benchmark that learners aim to achieve to increase their prospects of employment.

Additionally, for those learners preparing to sit an NCTJ shorthand exam, you can also find a succession of lessons focused on exam preparation.

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### **Shorthand tutors**

Tutors are grouped broadly by region for your convenience. However, many tutors are also able to offer remote online tuition. Please enquire directly with the tutor.

#### **London**

Angela Catto  
Tel: 07785 788156 or 0208 876 2877  
Email: [angela\\_catto@hotmail.com](mailto:angela_catto@hotmail.com)  
London and south west

Kate Charles  
Tel: 0208 543 9186 or 07964 342133  
Email: [ccharles10@aol.com](mailto:ccharles10@aol.com)  
London zone 1-3 and Surrey

Yohannes Lowe  
Tel: 07788 660 583  
Email: [yohanneslowe73@gmail.com](mailto:yohanneslowe73@gmail.com)  
London (all zones). Online sessions also available.

Mary Marc-Peterkin  
Tel: 0208 508 3294  
Email: [dollina@btinternet.com](mailto:dollina@btinternet.com)  
Up to Zone 1, within easy travelling by bus/underground train

Lizzy Millar  
Tel: 07758646186  
Email: [lizzy@shorthandtraining.co.uk](mailto:lizzy@shorthandtraining.co.uk)  
London zones 1-3 and via online webinar.

Jane Murphy  
Tel: 01634 615810 or 07752 537205  
Email: [jmurphytraining@aol.com](mailto:jmurphytraining@aol.com)  
London, Kent, Essex/Surrey – close to the M25

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Pyone O'Brien

Tel: 0771 4337881

Email: [pyoneobrien@gmail.com](mailto:pyoneobrien@gmail.com)

Central London, Greater London and Surrey. Also runs weekend courses in Richmond and Hammersmith

Bill Shaw

Tel: 07726 580093

Email: [bill@billshaw.plus.com](mailto:bill@billshaw.plus.com)

London, able to travel a reasonable distance

Marilyn Somers

Tel: 01273 833987

Email: [marilyn.somers@virgin.net](mailto:marilyn.somers@virgin.net)

London, Sussex and Surrey

Richard Ward

Tel: 020 3561 9770 or 07717 341006

Email: [gemini65@sky.com](mailto:gemini65@sky.com)

London

Rosalie Watts

Tel: 07508 340051

Email: [rosalieswatts@gmail.com](mailto:rosalieswatts@gmail.com)

London zones 1-3

Pitman Training London

Tel: 020 7256 6668

Email: [shorthand@pitmanlondon.co.uk](mailto:shorthand@pitmanlondon.co.uk)

London – EC2 (City) and W1W (West End)

Teeline Online

Website: [www.teelineshorthand.org](http://www.teelineshorthand.org)

Email: [admin@teelineonline.co.uk](mailto:admin@teelineonline.co.uk)

Online shorthand courses available, including one day masterclasses held in London. Please see above website.

Tracey Schapira

Tel: 07956 255 102

Email: [tracey.schapira@sky.com](mailto:tracey.schapira@sky.com)

North London, Central London, Hertfordshire

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### **Essex, Herts, Beds and Bucks**

June Beavers

Tel: 01992 560445

Email: [beaversjune@gmail.com](mailto:beaversjune@gmail.com)

West Essex and London

Mrs R I Crocombe

Tel: 01295 261638

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Email: [enquiries@bss.eclipse.co.uk](mailto:enquiries@bss.eclipse.co.uk)  
Oxfordshire, Northamptonshire and Warwickshire

Sarah Hocking  
Tel: 07540694859  
Email: [sarahjanehocking@gmail.com](mailto:sarahjanehocking@gmail.com)  
Berkshire, Bucks. Can also offer online tuition via Zoom.

Jenny Locke  
Tel: 01992 468610 or 07709 741536  
Email: [jenny.locke@btinternet.com](mailto:jenny.locke@btinternet.com)  
Hertfordshire and Essex

Charlie Moloney  
Tel: 07901 850 319  
Email: [charlie@charliemoloney.com](mailto:charlie@charliemoloney.com)  
Berkshire, Bucks, Oxfordshire and Surrey. Remote tuition available.

Jane Murphy  
Tel: 01634 615810 or 07752 537205  
Email: [jmurphytraining@aol.com](mailto:jmurphytraining@aol.com)  
London, Kent, Essex/Surrey – close to the M25

Jane Shardlow  
Tel: 07740 371546  
Email: [shardlowj22@gmail.com](mailto:shardlowj22@gmail.com)  
Hertfordshire, Bedfordshire and Cambridgeshire. Can also offer online distance tuition via Zoom

Tracey Schapira  
Tel: 07956 255 102  
Email: [tracey.schapira@sky.com](mailto:tracey.schapira@sky.com)  
North London, Central London, Hertfordshire

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## **North**

Christy Jade Biggar  
Tel: 07821 885695  
Email: [Christy@live.co.uk](mailto:Christy@live.co.uk)  
North West – Wirral/Merseyside. Also online sessions via Zoom.

Janet Bowring  
Tel: 0114 230 7570  
Email: [janet6002003@yahoo.co.uk](mailto:janet6002003@yahoo.co.uk)  
25 mile radius of Sheffield

Milica Budimir  
Tel: 07812 183809  
Email: [milica.1972@yahoo.co.uk](mailto:milica.1972@yahoo.co.uk)  
Stoke-on-Trent. May travel to Midlands, Derbyshire, Nottinghamshire and North West.

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Kaye Carl  
Tel: 01142 366659  
Email: [furbycarlo@hotmail.co.uk](mailto:furbycarlo@hotmail.co.uk)  
Sheffield - within reasonable travelling distance

Sam Cooper  
Tel: 07951 072431  
Email: [sam.cooper90@yahoo.co.uk](mailto:sam.cooper90@yahoo.co.uk)  
Online tuition

Sandra Gingell  
Tel: 01484 684797  
Email: [tamarisk33@talktalk.net](mailto:tamarisk33@talktalk.net)  
25 mile radius of Holmfirth, West Yorkshire

Susan Green  
Tel: 07799 826361  
Email: [suegr2000@yahoo.co.uk](mailto:suegr2000@yahoo.co.uk)  
Preston to Wigan area

Gillian Hodgson  
Email: [gillian.hodgson@btopenworld.com](mailto:gillian.hodgson@btopenworld.com)  
South Lakes to Manchester area

Kate James  
Tel: 07512 641976  
Email: [kateraillyjames@gmail.com](mailto:kateraillyjames@gmail.com)  
Liverpool City Region, Merseyside, Wirral. Can also offer distance tuition via Zoom.

Luke Jarmyn  
Tel: 07738 686320  
Email: [lukejarmyn68@hotmail.com](mailto:lukejarmyn68@hotmail.com)  
Cumbria and surrounding areas. Willing to travel further and offer online distance tuition on request

Dora Johnson  
Tel: 0115 848 4188  
Email: [dora.johnson@ntu.ac.uk](mailto:dora.johnson@ntu.ac.uk)  
Nottingham and surrounding areas

Terry Kirton  
Tel: 01900 815936  
Email: [terence.kirton@btinternet.com](mailto:terence.kirton@btinternet.com)  
Cumbria

Susan Pickering  
Tel: 0191 584 6233  
Email: [susan.pickering6@gmail.com](mailto:susan.pickering6@gmail.com)  
50 mile radius of Sunderland, including Durham, Tyneside, Teesside, North Yorkshire and Northumberland

Pauline Sandor  
Tel: 01670 519906  
Email: [paulinesandor@yahoo.co.uk](mailto:paulinesandor@yahoo.co.uk)

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Northumberland, Newcastle and surrounding areas including Morpeth, Blyth and Ponteland. Willing to travel further on request

Paul Thompson

Tel: 01457 859081 or 07751 691129

Email: [paulthompson@sky.com](mailto:paulthompson@sky.com)

Derbyshire's High Peak, Tameside, Greater Manchester and nearby parts of Sheffield and Cheshire

Rosalie Watts

Tel: 07555240280

Email: [rosaliesarwatts@gmail.com](mailto:rosaliesarwatts@gmail.com)

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### **East**

Sarah Brown

Tel: 01553 767088 or 07984 047259

Email: [Sarah.ibbetsonbrown@outlook.com](mailto:Sarah.ibbetsonbrown@outlook.com)

Norfolk, Suffolk and Cambridgeshire. Online tutorials via Zoom also offered.

Phyllis Maiden

Tel: 07593 263 822

Email: [phyllismaiden@yahoo.co.uk](mailto:phyllismaiden@yahoo.co.uk)

Lincolnshire

Rhoda Morrison

Tel: 07712 634 813

Email: [rhodafmorrison1@gmail.com](mailto:rhodafmorrison1@gmail.com)

Suffolk, Cambridgeshire and Norfolk. Online distance tuition also offered.

Jane Shardlow

Tel: 07703 101021

Email: [janeshardlow@yahoo.co.uk](mailto:janeshardlow@yahoo.co.uk)

Cambridgeshire, Bedfordshire and Hertfordshire. Can also offer online distance tuition via Zoom

Pitman Training Cambridge

Tel: 01223 319419

Email: [cambridge@pitman-training.net](mailto:cambridge@pitman-training.net)

Cambridgeshire

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### **South**

Pat Aplin

Tel: 01305 266500 or 07968 089668

Email: [pat.aplin@btinternet.com](mailto:pat.aplin@btinternet.com)

Dorchester, Dorset

Sarah Booker-Lewis

Tel: 01273 693154 or 07968 563928

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Email: [sb\\_lewis@icloud.com](mailto:sb_lewis@icloud.com)

Sussex and West Kent

Sylvia Bennett

Tel: 01424 222170 or 07774 426946

Email: [sylvia.bennett@learnshorthand.co.uk](mailto:sylvia.bennett@learnshorthand.co.uk)

Sussex and Kent

Kate Charles

Tel: 0208 543 9186 or 07964 342133

Email: [ccharles10@aol.com](mailto:ccharles10@aol.com)

London zones 1-3 and Surrey

Sue Hackett

Tel: 07881 524015

Email: [susanehackett@gmail.com](mailto:susanehackett@gmail.com)

Hampshire, Dorset, Devon, Wiltshire, West Sussex, Online courses available

Joan Hooper

Tel: 07974 673380

Email: [ljoan@btinternet.com](mailto:ljoan@btinternet.com)

Cornwall, Plymouth and surrounding area

Nicki Jones

Tel: 07734526655

Email: [nicki@jonesukltd.co.uk](mailto:nicki@jonesukltd.co.uk)

East and West Sussex

Ruth Lumley

Tel: 07545 537 681

Email: [ruth.lumley@gmail.com](mailto:ruth.lumley@gmail.com)

Brighton & Hove, East and West Sussex

Charlie Moloney

Tel: 07901 850 319

Email: [charlie@charliemoloney.com](mailto:charlie@charliemoloney.com)

Berkshire, Bucks, Oxfordshire and Surrey. Remote tuition available.

Jane Murphy

Tel: 01614 615810 or 07752 537205

Email: [jmurphytraining@aol.com](mailto:jmurphytraining@aol.com)

London, Kent, Essex/Surrey – close to the M25

Marilyn Somers

Tel: 01273 833987

Email: [marilyn.somers@virgin.net](mailto:marilyn.somers@virgin.net)

Sussex, Surrey and London

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**West (including Midlands)**

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Jeannette Bond  
Email: [jeannette@bond-tss.co.uk](mailto:jeannette@bond-tss.co.uk)  
Gloucestershire and the south-west

Mrs R I Crocombe  
Tel: 01295 261638  
Email: [enquiries@bss.eclipse.co.uk](mailto:enquiries@bss.eclipse.co.uk)  
Oxfordshire, Northamptonshire and Warwickshire

Daphne Little  
Tel: 01380 860296  
Email: [little2000@totalserve.co.uk](mailto:little2000@totalserve.co.uk)  
Wiltshire and parts of Somerset

Janette McCutcheon  
Email: [teelineshorthand@gmail.com](mailto:teelineshorthand@gmail.com)  
Gloucester, Cheltenham, Forest of Dean, Ross on Wye, Monmouthshire and surrounding areas. Also offer online sessions via Zoom anywhere in the UK

Janet Poole  
Tel: 07918 701205 or 01782 396525  
Email: [janetpoole2710@gmail.com](mailto:janetpoole2710@gmail.com)  
West Midlands, East Midlands, North West

Carol Tookey  
Tel: 01386 870551  
Email: [carol@tookey.net](mailto:carol@tookey.net)  
Evesham, Worcester, Stratford upon Avon, Redditch, Cheltenham, Birmingham, Solihull

Joan Ryder  
Tel: 01384 394228 or 07800 596084  
Email: [joanryder24@btinternet.com](mailto:joanryder24@btinternet.com)  
West Midlands, Worcestershire and Shropshire

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### **Central**

Mary Boothroyd  
Tel: 01572 756097 or 07919 100853  
Email: [mcboothroyd@btinternet.com](mailto:mcboothroyd@btinternet.com)  
Rutland, Leicestershire – Zoom tutorials also available

Elizabeth Davies  
Tel: 01536 771512  
Email: [edavies@tresham.ac.uk](mailto:edavies@tresham.ac.uk)  
Leicester area

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### **Cornwall and Devon**



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Christine Burns  
Tel: 07910 294586  
Email: [chris.burns12@btinternet.com](mailto:chris.burns12@btinternet.com)

South-East Cornwall, South and Mid Devon

Sue Hackett  
Tel: 07881 524015  
Email: [susanehackett@gmail.com](mailto:susanehackett@gmail.com)  
Hampshire, Dorset, Devon, Wiltshire, West Sussex, Online courses available

Fran McElhone  
Tel: 07905 125822  
Email: [franmcelhone@gmail.com](mailto:franmcelhone@gmail.com)  
East Devon – may be able to travel, please contact tutor for further details

Sue Norcross  
Tel: 01326 573628  
Email: [sue.norcross@cornwall.ac.uk](mailto:sue.norcross@cornwall.ac.uk)  
West Cornwall – Camborne, Redruth, Penzance, Falmouth and Helston

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### **Scotland**

Charles Fletcher  
Tel: 07774 405 279  
Email: [charles@caledoniamedia.scot](mailto:charles@caledoniamedia.scot)  
Glasgow, Edinburgh, Borders and West of Scotland

Donna MacAllister  
Tel: 07818 569037 / 01667 451238  
Email: [donnamacallister@me.com](mailto:donnamacallister@me.com)  
Nairn, Inverness and surrounding areas

Claire McCarthy  
Tel: 07899 811389  
Email: [cjmccarthy@hotmail.co.uk](mailto:cjmccarthy@hotmail.co.uk)  
Tayside, Fife, Angus. Online sessions available for all candidates.

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### **Wales**

Janette McCutcheon  
Tel: 07553 652054  
Email: [teelineshorthand@gmail.com](mailto:teelineshorthand@gmail.com)

Gloucester, Cheltenham, Forest of Dean, Ross on Wye, Monmouthshire and surrounding areas. Also offer online sessions via Zoom anywhere in the UK

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Cheryl Tootill

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Email: [cheryltootill@gmail.com](mailto:cheryltootill@gmail.com)

South West Wales

Marlene Lewis

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Email: [Marlene@ShorthandExpert.com](mailto:Marlene@ShorthandExpert.com)

South Wales (Pencoed/Bridgend area)

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### **Northern Ireland**

Andrew Balfour

Tel: 07817 086006

Email: [balfour-a1@ulster.ac.uk/andrewbalfourapril04@hotmail.com](mailto:balfour-a1@ulster.ac.uk/andrewbalfourapril04@hotmail.com)

Northern Ireland. Can offer Zoom sessions.