

# Contents

<i>Acknowledgments</i>	page vii
<i>Prologue</i>	ix

## PART I LETTER MANUALS AND EIGHTEENTH-CENTURY LETTERACY

Introduction	3
1 Empire of letters	9
Education for the post	9
Letter manuals' target audiences	20
Representing the household-family	37
Familiar letters and everyday conversation	42
2 Manual architectonics	54
Letter classes	55
The paradox of politeness	63
Proper sentiments and proper conduct	69
The letter as composition and conversation	74
Responsive reading	80
The letter as writing and vocalized speech	89
Imitation for reader-writers	94

## PART II LETTER MANUALS IN BRITAIN AND AMERICA

Introduction	105
3 "Secretaries" at the turn of the eighteenth century	110
London: <i>The Young Secretary's Guide</i>	110
Boston: Bartholomew Green's <i>Young Secretary's Guide</i>	124
London: Thomas Goodman's <i>Experienc'd Secretary</i>	129
Boston: <i>The Young Secretary's Guide, or Experienc'd Secretary</i> by "Thomas Hill"	135

	New York and Philadelphia: the Bradfords' <i>Secretary's Guide, Or Young Man's Companion</i>	140
4	The "Complete Letter-Writers" of the middle years	151
	London: Crowder's <i>Complete Letter-Writer, or Polite English Secretary</i>	152
	Glasgow: Dilworth's <i>Complete Letter-Writer, or Young Secretary's Instructor</i>	170
	New York: Dilworth's <i>Complete Letter-Writer, or Young Secretary's Instructor</i>	178
	Philadelphia: McCulloch's <i>American Letter-Writer</i>	181
	<i>Instructors and Academies of Compliments</i>	185
5	The "Art of Correspondence," 1790–1820	194
	London: Cooke's <i>Universal Letter-Writer; or New Art of Polite Correspondence</i>	197
	"US Booksellers": <i>Cook's New and Complete Letter-Writer, or New Art of Polite Correspondence</i>	210
	Philadelphia: Hogan's <i>New Universal Letter-Writer, or Complete Art of Polite Correspondence</i>	213
PART III   SECURITY AND THE TRANSATLANTIC CULTURE OF LETTERS		
	Introduction	225
6	Public and hidden transcripts	229
	Government by post	229
	The transatlantic scene of writing	236
	Transatlantic epistolary practices	254
	Secret writing	264
7	From Crèvecoeur to Franklin and Mr. Spectator	274
	Crèvecoeur's first letter	275
	<i>The Spectator</i> letters	287
	Benjamin Franklin's secret letter to his son	302
	Afterword	313
	<i>Bibliography</i>	316
	<i>Index</i>	341