BULLETIN

OF THE

Los Angeles State Normal School

1917-1918

AND

Announcements for 1918-1919

THIRTY-SIXTH YEAR

CALIFORNIA STATE PRINTING OFFICE
SACRAMENTO
1918
STATE NORMAL SCHOOL
LOS ANGELES, CALIFORNIA

Bulletin of Information

FOR 1918-1919

CALIFORNIA STATE PRINTING OFFICE
SACRAMENTO
1918
CALENDAR—1918-19

FIRST TERM

Tuesday, September 10, 1918.
9.00 A.M.—Faculty Meeting.
10.30 A.M.—Registration of students and preliminary enrollment in classes.

Wednesday, September 11.
9.00 A.M.—Registration and preliminary enrollment completed.
11.15 A.M.—General Assembly.

Thursday and Friday, November 26 and 27, Thanksgiving Recess.

Friday, December 13.
Term closes.

SECOND TERM

Thursday, January 2, 1919.
8.30 A.M.—Registration and preliminary enrollment of new students.
11.45 A.M.—Permanent enrollment in classes scheduled for remainder of the day.

Friday, January 3.
Regular schedule of classes.

Wednesday, March 26.
Term closes.

THIRD TERM

Monday, March 31.
8.30 A.M.—Registration and preliminary enrollment of new students.
10.45 A.M.—Permanent enrollment in classes scheduled for remainder of the day.

Tuesday, April 1.
Regular schedule of classes.

Friday, June 20.
Commencement.
BOARD OF TRUSTEES

WILLIAM D. STEPHENS - - - - Governor of California

Ex Officio

EDWARD HYATT - - Superintendent of Public Instruction

Ex Officio

RICHARD MELROSE, Anaheim - Term expires July 1, 1914
GEORGE I. COCHRAN, Los Angeles Term expires July 1, 1915
JAMES A. B. SCHERER, Pasadena - Term expires July 1, 1916
EDWIN T. EARL, Los Angeles - Term expires July 1, 1917
IRENE TAYLOR HEINEMAN, Los Angeles - - - - - - Term expires July 1, 1919.

OFFICERS OF THE BOARD

RICHARD MELROSE - - - - - - President
ERNEST C. MOORE - - - - - - Secretary
CHARLES L. WHITE - - - - Assistant Secretary

EXECUTIVE COMMITTEE

RICHARD MELROSE GEORGE I. COCHRAN

IRENE TAYLOR HEINEMAN
FACULTY FOR 1917–18
(Names, except the first five, alphabetically arranged)

Ernest C. Moore, Ph.D., LL.D. ✓
President

Jesse F. Millsapugh, A.M., M.D. ✓
President Emeritus, Dean

Harriet E. Dunn ✓
Secretary of the Faculty

Helen E. Matthewson ✓
Counselor of Women

Mary Burney Porter ✓
Appointment Secretary, and
Assistant Supervisor of Practice Teaching

Eva M. Allen ✓
Instructor in Stenography and Typing

Carroll W. Angier ✓
Instructor in Manual Arts

Sarah Atsatt, A.B., M.S. ✓
Instructor in Biology

Merritt E. Austin ✓
Director of School of Commerce

*Frank H. Ball, B.S. ✓
Director of Training of Industrial Teachers
under Smith-Hughes Act

Marion B. Barbour, B.S. ✓
Instructor in Kindergarten Training

Mabel Barnhart ✓
Instructor in Music

Ruth E. Baugh ✓
Instructor in Geography

Ruby Baughman, A.M. ✓
Instructor in English

Kathleen S. Beck, B.S. ✓
Instructor in Geography

Gladys Beckett, B.S. ✓
Instructor in Home Economics

Eva Hamilton Bernays ✓
Assistant Supervisor of Practice Teaching

*Part of year.
ADA F. BLANCHARD ✓
Instructor in Manual Arts

MYRTLE BLEWETT ✓
Instructor in Music

JOHN M. BREWER, Ph.D. ✓
Head of Department of Psychology, Education, and Sociology.

ANNA PAMELA BROOKS, A.B., B.S. ✓
Instructor in Art

R. R. CALKINS ✓
Instructor in Mechanic Arts

MARGARET CAMPBELL, B.S. ✓
Training Teacher, Intermediate School

JAMES F. CHAMBERLAIN, Ed.B., B.S. ✓
Head of Department of Geography

HELEN C. CHANDLER ✓
Instructor in Art

ORABELLE CHILTON, B.S. ✓
Instructor in Home Economics

MYRTIE COLLIER, B.S. ✓
Head of Department of Mathematics

ESTHER CRAWFORD ✓
Instructor in Art

MARVIN L. DABIE, B.S., A.M. ✓
Instructor in Psychology and Education

MARY E. DOUGLASS, A.B. ✓
Instructor in Kindergarten Training

MILTON C. DRISKO ✓
Instructor in Mathematics

MAUD EVANS ✓
Instructor in Home Economics

ELIZABETH H. FARGO ✓
Librarian

GRACE M. FERNALD, Ph.D. ✓
Director of Psychological Laboratory

CAROLYN S. FISHER, Ph.D. ✓
Instructor in Psychology

LUCY M. GAINE, A.M. ✓
Instructor in History

GEORGE W. GALBRAITH ✓
Instructor in Mechanic Arts

NELLIE HUNTINGTON GERE ✓
Director of School of Fine Arts
STATE NORMAL SCHOOL, LOS ANGELES

SUSANNE GOUCH ✓
Instructor in Music

BARBARA GREENWOOD ✓
Instructor in Kindergarten Training

LUCILE R. GRUNEWALD ✓
Instructor in Physical Education

FLORENCE M. HALLAM, A.B. ✓
Instructor in Chemistry and Physics

BESSIE E. HAZEN, A.B. ✓
Instructor in Art

RUTH HENRY, A.M. ✓
Instructor in Modern Languages

ERNEST B. HOAG, M.D. ✓
Lecturer on Hygiene and Sanitation

FRED ALLISON HOWE, LL.B., Ph.D. ✓
Head of Department of English

A. A. HUMMER, M.S., D.O. ✓
Instructor in Physiology and Nature Study

ALICE O. HUNNEWELL ✓
Head of Department of Reading

MABEL C. JACKSON, A.B. ✓
Training Teacher, Intermediate School

KATHERINE KAHLER, A.B. ✓
Training Teacher, Intermediate School

BLANCHE KELLS ✓
Training Teacher, Physical Education

ELIZABETH E. KEPPEL ✓
Instructor in Reading and Education

AGNES M. KNIGHT ✓
Instructor in Kindergarten Training

MELVA LATHAM, A.B. ✓
Head of Department of History

ELIZABETH LATHROP ✓
Instructor in Home Economics

MYRTA LIESL McCLELLAN, B.S. ✓
Instructor in Geography

HELEN C. MACKENZIE ✓
Training Teacher, Third Grade

ELIZABETH MCMECHEN ✓
Training Teacher, First Grade
STATE NORMAL SCHOOL, LOS ANGELES

AGNES E. MACPHERSON
Instructor in Home Economics

ARTHUR AMSDEN MACURA, A.M.
Instructor in Education and Sociology
Dean of Saturday Extension Classes

HAROLD W. MANSFIELD
Acting Director of School of Manual Arts

ELIZABETH FRANCES MACCORD, A.M.
Director of School of Kindergarten Training

*ADA J. MILLER, Ph.B., A.M.
Instructor in English

LOVE HOLMES MILLER, M.S., Ph.D.
Head of Department of Science

FRANK E. OLDER, B.S.
Instructor in Agriculture

KATE F. OSGOOD
Principal of Training School
Assistant Supervisor of Practice Teaching

ALMA PATTERSON, A.M.
Instructor in Education

ESTELLE B. PLOUGH
Instructor in Penmanship

CLARA M. PRESTON
Training Teacher, Fourth Grade

RACHEL T. RICHARDSON, B.S.
Supervising Instructor in Elementary Manual Arts

EMMA J. ROBINSON
Training Teacher, Sixth Grade

WILLIAM J. ROOT, JR., A.M.
Instructor in Child Psychology

JOSEPHINE E. SEAMAN
Instructor in English

LILIANA PINKNEY SOOY
Instructor in Art

KATHERINE SPIERS, B.L.
Instructor in English and Mathematics

LULU M. STEDMAN
Training Teacher, Fifth Grade

NELLIE B. SULLIVAN, A.B.
Instructor in Psychology

* Died December 17, 1917.
STATE NORMAL SCHOOL, LOS ANGELES

ANNA E. SWAINSON, M.A. ✓
Instructor in Manual Arts

EVALYN THOMAS, A.B. ✓
Instructor in Reading

BERTHA C. VAUGHN ✓
Instructor in Voice Culture

*M. MADELINE VEVERKA, A.B. ✓
Instructor in Education

CHARLES W. WADDLE, A.M., Ph.D. ✓
Supervisor of Practice Teaching

MARION HARTWELL WALLACE ✓
Acting Head of School of Physical Education

EDITH L. WOLLOP ✓
Training Teacher, Second Grade.

LETITIA E. WEER, B.S., A.M. ✓
Director of School of Home Economics

BERTHA E. WELLS ✓
Assistant Supervisor of Practice Teaching

BELLE H. WHITICE ✓
Instructor in Manual Arts

ANNA M. WIEBALK ✓
Instructor in English

DOROTHY WOOSTER ✓
Instructor in Physical Education

FRANCES A. WRIGHT ✓
Director of School of Music

*Part of year.
ASSISTANTS AND MEMBERS OF THE ADMINISTRATIVE STAFF.

CHARLES L. WHITE ✓  
Business Secretary

NETTIE M. HOBART ✓  
Assistant Business Secretary

ELIZABETH MAIER ✓  
Secretary to the President

JANE E. SAYER, A.B. ✓  
Assistant to the Appointment Secretary

ELIZABETH M. PHILLIPS ✓  
ANNA-MARIE RUSCHE ✓  
ESTELLE D. LAKE ✓  
Library Assistants

*JESSAMINE BARRETT  
ROALIND DAVIS  
NAOMA E. FARLOW  
Secretarial Assistants

GRACE HAIR JONES  
Telephone Operator

W. E. FAULKNER  
Engineer

ALEXANDER MACGILLIVRAY  
Head Gardener

CHARLES L. DOOLEY  
Head Janitor

*Part of year.
REQUIREMENTS FOR ADMISSION

I

GENERAL REQUIREMENTS

In order to be admitted to the Normal School as a student, every applicant must have attained the age of sixteen years, and must be of sound body, sound mind, and sound moral character. Each applicant must possess good health, determined by a physical examination given by the school physician, as a prerequisite to admission. The law requires that each candidate shall sign a declaration of intention to teach. Students must register on the day indicated in the Calendar as devoted to that purpose, or be liable for the payment of a delinquency fee of two dollars, if permitted by the dean to register at a later time.

II

SCHOLASTIC REQUIREMENTS

Admission to the General Professional School
(or to any course leading to the General Professional Diploma)

A. ON HIGH SCHOOL CREDENTIALS

To be admitted provisionally to this course the applicant must be a graduate of a public high school of this state approved by the State Board of Education, or of a secondary school of California recognized by the University of California as qualified to recommend students for entrance to said university, or a graduate of a school of secondary grade of another state recognized by the president of the Normal School as equal in rank to an accredited public high school of California, and have completed a regular four-year course of study, amounting to not less than fifteen entrance units* of recommended grade.

An applicant who presents the required fifteen units, including not fewer than twelve units of recommended grade, may be admitted by the dean of the school upon receipt of a special recommendation by the principal of the secondary school concerned, giving satisfactory assurance of the applicant's ability and promise.

Admission is at first provisional. Before full admission to undergraduate standing can be granted, all candidates for the general professional diploma or for the kindergarten training diploma (except holders of normal school diplomas or of elementary grade teachers' certificates, or of bachelors' degrees) will be required to pass examinations in arithmetic, English grammar and composition, geography, reading, spelling, and penmanship, or to complete preparatory courses

*A unit is a course of study of five full periods per week continuing throughout one year of not less than thirty-six weeks.
in these subjects; provided that candidates for full admission who in
the high school have completed review courses of not less than six
months each in any of the subjects in which entrance examinations
are required, and who are recommended in such review courses by the
principal, may be excused from examination in such subject or subjects.

The fifteen units of secondary school work presented for admission
must include the following subjects:

1. *English Language and Literature, Elementary*, including
   grammar, composition, and oral expression, (two years'
   work) .............................................................. 2 units

2. *English Language and Literature, Advanced*, with special
   emphasis on oral and written composition and study of
   the kinds of writing (narration, description, exposition) 1 unit

3. *Physical Science*—one unit of general science, including the
   applied elements of physics, chemistry and physical geog-
   raphy, or two units of college preparatory physical
   sciences.

4. *Mathematics*, including general mathematics or the applied
   elements of algebra or plane geometry or commercial
   arithmetic .......................................................... 1 unit

5. *World History*, either of the following:
   (a) A year of general history with special emphasis on
       Modern European History .................................. 1 unit
   (b) A two-year course in Ancient, Medieval and
       Modern history .............................................. 2 units

6. *History of the United States and Civics*, including local
   and state government ........................................... 1 unit

   If not included in the fifteen units of required work,
   any or all of the following may be taken in the Normal
   School, but in such event the course will doubtless
   require more than two years for its completion.

7. *Biological Science*, including physiology, hygiene and
   sanitation .......................................................... 1 unit

8. *Drawing and Painting*, including applied design ........... 1 unit

9. *Music*, including sight reading, three-part singing, and
   three-part harmony .......................................... 1 unit

10. *Manual Training or Household Arts or Elements of Agri-
    culture* (including practical work in gardening, floriculture
    and plant propagation), one unit; provided, that
    for students entering after June 30, 1919, one unit shall
    be required in manual training or household arts, or
    both, and one unit in elements of agriculture, including
    practical work in gardening, floriculture and plant
    propagation.
B. ON OTHER THAN HIGH SCHOOL CREDENTIALS

Teachers holding valid primary, elementary, kindergarten-primary or special certificates to teach in any county of the state will be admitted and given such provisional undergraduate standing as may be determined by the faculty of the school.

Holders of normal school diplomas or certificates granted in other states, who present satisfactory evidence that they have had training equivalent to that required for admission to the normal schools of this state, as above defined, may be admitted and given such provisional undergraduate standing as may be determined by the faculty of the school, provided that at least four units shall be required for graduation.

Applicants for admission who present more than sixteen units of credit, or who have had advance work in a postgraduate course in a high school, or in any institution of collegiate grade, may be admitted and given such provisional undergraduate standing as may be determined by the faculty of the school; provided, that at least four units shall be required for graduation; and provided further, that a year of work in a junior college or in the freshman or sophomore classes in college shall, not be counted as the equivalent of more than a half-year taken in a normal school, and that no such student shall be graduated without passing an examination in the subjects listed in paragraph three of the Scholastic Requirements for admission of high school graduates.

Holders of bachelors' degrees issued by institutions authorized by the State Board of Education to recommend applicants for the high school teachers' certificate, and holders of bachelors' degrees issued by American colleges and universities which are on the latest accredited list of the Carnegie Foundation, may be admitted and given such provisional undergraduate standing as may be determined by the faculty of the school; provided, that such persons may be graduated only after completing a minimum of two and one-half units of professional work in the normal school.

Persons who have satisfied the dean of the normal school concerned that they have completed a high school course or the equivalent, and who have passed acceptable examinations in twelve units of high school work, may be admitted to provisional undergraduate standing. Only the examinations given for admission to the University of California or any other institutions in California authorized by the State Board of Education to recommend applicants for the high school teachers' certificate, and the examination given by the College Entrance Examination Board, will be accepted as meeting this requirement.

Admission to the Special Schools

A. ON HIGH SCHOOL CREDENTIALS

The classes of applicants who will be admitted to any of the special schools are thus defined by the State Board of Education:

Graduates of public high schools of California approved by the State Board of Education, graduates of other schools of California recognized by the University of California as qualified to recommend students for
entrance to said university, and graduates of schools of secondary grade of other states recognized by the president of the normal school concerned as equal in rank to an accredited public high school of California, who have completed a regular four-year course of study, amounting to not less than fifteen entrance units, and who are recommended in eleven units by the principal of the school in which such course of study was completed.

Admission on this basis will be provisional. Candidates will be admitted to full undergraduate standing upon the passing of an examination in written and oral expression.

It should be noted that a student at any time admitted to any course leading to the General Professional Diploma must satisfy all the requirements for admission to the General Professional School before admission to full undergraduate standing in such course.

Supplemental to the above general statement of the requirements for admission to the schools of special education, the following statements apply respectively to the schools named:

1. To the School of Commercial Training

Applicants meeting the requirements defined under "A" above or whose credentials are accepted as equivalent will be granted provisional admission.

2. To the School of Fine Arts

In addition to requirements under "A" above, or their equivalent, candidates admitted to courses leading to the art diploma only must submit acceptable original designs and drawings from nature.

3. To the School of Home Economics

In addition to requirement "A" above stated, students admitted must include in the fifteen units of secondary work one-half year each of elementary cooking and sewing, and one year of general chemistry. The required work in cooking and sewing may be done in the normal school, but will not count as credit toward graduation.

4. To the School of Kindergarten Training

In addition to requirement "A" above, or its equivalent, candidates admitted must be able to play the piano with a good degree of proficiency, as attested by an examination before admission.

5. To the School of Manual Arts

For admission to this school applicants must include in the fifteen units stated under "A" above a course in plane geometry of at least one-half unit. Applicants, however, who can not meet these academic requirements, but who have had some years of practical trade experience, may be admitted as special students, taking such subjects as are required by the State Board of Education for either the elementary or the secondary certificate, but not as candidates for the diploma of the school.
6. **To the School of Music**

Students of the course leading to the elementary diploma in music only, besides meeting the requirement defined under “A” above, or it equivalent, must be able to sing at sight music of moderate difficulty, to write simple music from dictation, and to play the piano sufficiently well to accompany a high school chorus.

7. **To the School of Physical Education**

For admission to courses leading to the diploma in physical education only, applicants are required to present among the fifteen required entrance units defined under “A” above, at least one-half unit in physiology and hygiene and at least one-half unit in either physics or chemistry.

**B. ON OTHER THAN HIGH SCHOOL CREDENTIALS**

Those who cannot satisfy the technical requirements defined under “A” above may be admitted to provisional undergraduate standing upon the presentation of credentials acceptable to the normal school as equivalent to such requirements.

Students not candidates for graduation may be admitted upon permission by the dean of the normal school and the making of arrangements with the director of the special school concerned.

**GENERAL INFORMATION CONCERNING THE CURRICULA OF THE GENERAL PROFESSIONAL AND THE SPECIAL SCHOOLS**

**The General Professional School**

The General Professional School offers a curriculum which students unconditionally admitted to full undergraduate standing are usually able to complete in two years. For those admitted to advanced standing a minimum of one year of residence is required, except that for holders of bachelors' degrees of accredited colleges and universities, as indicated on a preceding page under “Requirements for Admission to the General Professional School,” the minimum period of residence study is two terms.

Upon completion of the requirements for graduation the student receives the elementary general professional diploma, which legally entitles him to the elementary teacher's certificate in any county of the state.

**The Special Schools**

The Special Schools comprise the School of Commercial Training, the School of Fine Arts, the School of Home Economics, the School of Kindergarten Training, the School of Manual Arts, the School of Music, and the School of Physical Education.
Curricula for Special Elementary Certification

Each of the special schools offers a curriculum providing for three years of work in its particular group of subjects, including pedagogical methods, and practice teaching. Each of these three-year courses leads to the special elementary diploma entitling the holder to the special elementary teacher's certificate in the particular subject concerned.

Curricula for Special Secondary Certification

Each special school offers an additional year of work after the completion of its three-year course, or, in the case of the School of Manual Arts, a distinct four-year course, upon completion of which the student is granted the special secondary, or high school, diploma entitling him to the special secondary teacher's certificate in the particular subject concerned.

Curricula for Both General and Special Elementary Certification

Each of the special schools maintains in connection with the General Professional School a three-year curriculum upon the completion of which both the elementary general professional diploma and the special elementary diploma in the special subject characteristic of the special school concerned are granted, entitling the holder to both the corresponding teachers' certificates.

Curricula for Certification in Two Special Subjects

It is possible, under particularly favorable conditions, so to arrange the work of certain students that they may be able to secure two special elementary diplomas by completing a three-year course of study made up of subjects from the curricula of two of the special schools.

Postgraduates

Holders of any diploma granted by the school will be readmitted for such postgraduate work as they may elect, and all credits obtained from such work will be given to the student and duly recorded in the files of the school.

Visiting Teachers

Teachers or others who are not candidates for graduation but who expect to engage in teaching will, if qualified for admission to classes, be registered as visiting teachers; but, unless qualified for regular admission to the school, will not be given credit for their work.

Residence

Nonresident students are required to have rooms and board in places approved by the Faculty. Before engaging rooms or board and before changing rooms, therefore, such students should consult the Counselor of Women, receiving from her a list of approved homes from which to make selection, or confer with her concerning proposed arrangements. Failure to comply with this requirement renders them liable to an enforced change of residence. To meet students for such conference
the Counsellor of Women will be in attendance at the school during the entire week preceding the opening of each term.

Students may reduce living expenses by renting rooms and boarding themselves, but this plan is not recommended and will not be permitted without the approval of the Counsellor of Women. There are many good opportunities for really capable students to meet part or all of their living expenses by assisting in the housework of private families. When such additional duties are undertaken, however, it is better for the student not to attempt the entire work of any class, but to take one or two terms longer to complete the course, and thus avoid the danger of overwork.

Expenses

Annual Fees—to be paid at the time of registration and upon first enrollment in any school year subsequent to that in which registration occurs:

- Health fee for physical examination and services of a physician throughout the year: $2.50
- Lecture fee: 50
- Deposit for locker key, refunded upon surrender of key at close of the school year, or upon withdrawal: 50
- Student Association dues, for maintenance of student activities, to be paid to Financial Secretary of the Student Association, per term: 50
- Departmental fee, School of Fine Arts, per term: 1.50
- Departmental fees, School of Home Economics:
  - For each course in sewing, millinery, textiles, and chemistry: 1.00
  - For each course in cookery: 2.00
- For lessons in voice culture, students in the School of Music arrange with private teachers, approved by the department, at prices which may be agreed upon.

Students in the School of Manual Arts pay for materials as they are used.

- For each craft course: 50
- For each shop course: 1.00
- For registration after the days announced for that purpose: 2.00
- Diploma fee, upon graduation: 2.00
- Cost of books and stationery, per term (estimated): 6.00
- Estimated average cost of room and board, including light and heat, per month: 35.00
- Room rent without board, or with housekeeping privileges: 15.00

Withdrawal of Students

The standing of all students shall be probationary for the first term. Any student found unfitted to become a successful teacher may be excluded from the privileges of the school by the Board of Trustees.

Students who, at any time after formal admission, for any reason whatever, desire to withdraw from the school before the close of the
term are expected to report their purpose to the Secretary of the Faculty and receive honorable dismissal. Failure to observe this requirement may be considered sufficient reason to refuse readmission.

General Requirements for Graduation

A student, before graduation, must have attained the age of eighteen years, have been in attendance not less than one year, except as noted in a preceding statement, and have satisfied all the requirements of the course pursued.

By order of the State Board of Education, every candidate for graduation must, before receiving his diploma, take the following oath:

I, ______________________________, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I will obey the orders of the President of the United States and of the Governor of the State of California; that I make this obligation freely, without any mental reservation or purpose of evasion, and that I will well and faithfully discharge the duties of the office of teacher upon which I am about to enter:

So help me God.

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Subscribed and sworn to before me, at __________________________
this__________day of________________________, 191--
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University Credit for Normal School Work

There is no regular mode of accrediting students at the State University for work done by undergraduates of this school. Graduates may be accorded a maximum credit of 48 units, as indicated in the following statement:

"The maximum credit (48 units) will be allowed when the applicant can, in one semester's work at the University, complete the requirements for the Junior Certificate. The credit granted in any given case shall not relieve the student of prerequisites in any department of the University in which advanced work is to be taken in the upper division; but any department may, at its discretion, accept any portion of the normal school work included within the total of advanced credit, as satisfying prerequisites for advanced work in that department."

Recommendation of Graduates for Positions

Happily the number of boards of trustees, boards of education, and school officials in general who employ teachers without careful investigation of their qualifications has become very small. It is generally recognized that the power of appointment to the position of teacher carries with it a definite responsibility to the community and especially to the children whose future will be shaped so directly by their school
life, including, as it does, the personal influences and experiences which make that life what it is. Fitting sense of such responsibility is inconsistent with selection of teachers on the basis of personal, political, or sectarian influence. The public rightly demands the best teachers as well as the most wholesome environment for the children of the state.

To aid in meeting this demand and to foster such a spirit of interest and cooperation between the public and the normal school as will insure to the state the largest possible measure of usefulness of the institution, in 1910 the Department of Recommendations of the Los Angeles State Normal School was established, and there was placed at its head an Appointment Secretary, who serves as an intermediary between school officials and Normal School graduates.

Upon the request of school officials the Appointment Secretary recommends teachers who, in the opinion of the faculty, are able to fill in the most efficient manner the positions in which their services may be required. To do this intelligently, it is necessary that the Appointment Secretary have detailed information concerning the vacancies to be filled. A form of co-operation that has proved to be very advantageous is the visiting by superintendents, principals, and trustees of the training department of the Normal School, where they may see young teachers actually at work, and follow such observation by conference with the Appointment Secretary. Selection may then be based partly upon personal observation and partly upon the recommendations of the Appointment Secretary.

The department also makes every endeavor to assist graduates to secure positions of the kind for which they are best fitted by education, training, and personality. That this may be done most wisely, personal acquaintance is necessary. To this end students are urged to make occasional calls at the office of the Appointment Secretary throughout their entire course, not waiting until their final term.

There is no expense to school officials or to students for any service which may be rendered by this department.

The Library

The Library is located in a separate building with a capacity of 50,000 volumes, fully equipped with modern library conveniences. The reading rooms, 136 feet by 107 feet, will accommodate about 400 students. The alcove system of arrangement of books has proved very satisfactory, affording the student access to more books on his subject, thus encouraging wider investigation.

Students in all departments are entitled to the free use of the library, which is open throughout the year every school day from 7:45 a.m. to 5 p.m., and from 9 a.m. to 1 p.m. on Saturdays. Shelves are open to all, and no restrictions are placed upon the use of books except such as are necessary to give all users of the library an equal opportunity. The library contains about 31,000 volumes and 7,000 pamphlets classified according to the Dewey decimal system of classification. Great care has been taken in the selection of books; the main purpose is to supplement, broaden and strengthen the course of study in every subject, so far as
may be done through the use of books. The library is well supplied with general reference books, such as dictionaries, encyclopedias and atlases. About 2,500 new books are added annually. A dictionary catalog with Library of Congress printed cards enables the student to ascertain the resources of the library on any subject. The library subscribes for many of the leading periodicals, professional and general. In addition there are about 2,000 bound volumes of the literary and educational magazines, which with the aid of Poole's Index and the Reader's Guide to Periodical Literature are used to great advantage in the research work.

A course of instruction in the use of books and the library is offered as an elective. It is absolutely essential if the student is to work with any degree of efficiency, that he be taught to be self-dependent in a library, to have an insight into its arrangement, and ability to use easily and with the fullest results its various indexes and catalogs, and above all to know the value and nature of the many reference books which are his tools of knowledge. A talk on the general use of the library is given each term to entering students, and a Library Handbook, containing rules and regulations and general information regarding the library, has been issued for general distribution.

Student Activities and Opportunities.

For the promotion of social, literary, and other cultural interests among the students, there are maintained various associations and organizations customary in academic institutions—a Young Woman's Christian Association, a Newman Club, glee clubs, tennis and other athletic clubs, debating, literary, social and other such organizations.

Numerous lectures and addresses by well-known men and women, and musical and other entertainments by artists of note are provided by the school, as a rule, without expense to students.

The student-body maintains a weekly publication, the "Normal Outlook," as its official organ, which affords a medium for the exploitation of student enterprises and ideals, as well as an opportunity for individual students to gain experience in the practical business of publication, and in writing for the press.

The "Exponent," the organ of the June graduating class, is another student enterprise of much interest and value. A number of literary and dramatic entertainments are presented during the year by various groups of students, one of the most important being the class play of the graduating class.
THE GENERAL PROFESSIONAL SCHOOL

Required for graduation, 102 term hours. A term hour represents one class period a week for one term.

Professional Courses—39 hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psychology 10</td>
<td>3</td>
</tr>
<tr>
<td>Psychology 11</td>
<td>2</td>
</tr>
<tr>
<td>Psychology 12</td>
<td>3</td>
</tr>
<tr>
<td>Biology 16</td>
<td>1</td>
</tr>
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<td>Sociology 10</td>
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<td>Education 10</td>
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<td>Education 11</td>
<td>3</td>
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<tr>
<td>Education 12</td>
<td>2</td>
</tr>
<tr>
<td>Education 13*</td>
<td>3</td>
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<tr>
<td>Practice Teaching 10</td>
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<tr>
<td>Practice Teaching 11,12</td>
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Basal Courses—53 hours

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>Art 10</td>
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<tr>
<td>Biology 10</td>
<td>3</td>
</tr>
<tr>
<td>Biology 11</td>
<td>3</td>
</tr>
<tr>
<td>Biology 12</td>
<td>3</td>
</tr>
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<td>English 10</td>
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<td>English 11</td>
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<tr>
<td>Geography 10</td>
<td>3</td>
</tr>
<tr>
<td>Geography 11</td>
<td>3</td>
</tr>
<tr>
<td>Home Economics 10</td>
<td>3</td>
</tr>
<tr>
<td>History 10</td>
<td>3</td>
</tr>
<tr>
<td>History 11, 12, or 13</td>
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</tr>
<tr>
<td>Manual Arts 10</td>
<td>3</td>
</tr>
<tr>
<td>Manual Arts 11</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics 10</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics 11 or 12</td>
<td>2</td>
</tr>
<tr>
<td>Music 10</td>
<td>3</td>
</tr>
<tr>
<td>Pennmanship 10</td>
<td>3</td>
</tr>
<tr>
<td>Physical Education 10</td>
<td>2</td>
</tr>
<tr>
<td>Physical Education 11</td>
<td>2</td>
</tr>
<tr>
<td>Reading 10</td>
<td>3</td>
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<tr>
<td>Spelling Methods</td>
<td>½</td>
</tr>
</tbody>
</table>

Elective Courses—10 hours

*The following courses are offered under this head, of which the student is required to choose one. Teaching 20 may be substituted for any one of these courses:

13-K—Kindergarten Education.
13-P—Primary Education
13-M—Middle Grades Education.
13-S—Secondary Education.
13-R—Rural Education.
13-I—Education of the Immigrant.

†Three basal courses in Biology are offered of which the student should choose two. His choice must be approved by the Head of the Department of Biology.

†Alternatives.

Notes.—Prescribed courses are designated by the numbers 10–19; Elective Courses by the numbers 20–29; Courses designed to remedy deficiencies in entrance requirements by the numbers 1–9.

In order to facilitate the formulation of students’ programs, three alternative courses of study are offered, to one of which each student will be assigned upon entrance. These courses are designated by the Roman numerals I, II, III and differ only in arrangement of subject matter.
# Students' Schedules

<table>
<thead>
<tr>
<th>Junior A</th>
<th>Junior B</th>
<th>Junior C</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>I.</strong></td>
<td><strong>II.</strong></td>
<td><strong>III.</strong></td>
</tr>
<tr>
<td>Education 10</td>
<td>Psychology 10</td>
<td>Psychology 11</td>
</tr>
<tr>
<td>Physical Education 10</td>
<td>Sociology 10</td>
<td>Child Hygiene</td>
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<td>Library Methods</td>
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<td>Geography 10</td>
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<td>Biology 10</td>
<td>Home Economics 10</td>
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<td>Manual Arts 10</td>
<td>Penmanship 10</td>
<td>Music 10</td>
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<td>Reading 10</td>
<td>Mathematics 10</td>
<td>Electives</td>
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<td>Mathematics 10</td>
<td>Art 10</td>
<td>Art 10</td>
</tr>
<tr>
<td>Music 10</td>
<td>Physical Education 12</td>
<td>Electives</td>
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</table>

**Hours**
- Junior C: 2
- Junior B: 3
- Junior A: 3
<table>
<thead>
<tr>
<th>I.</th>
<th>Senior C Hours</th>
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<tbody>
<tr>
<td>1.</td>
<td>Psychology 12</td>
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<td>2.</td>
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<td>3.</td>
<td>Geography 11</td>
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<td>4.</td>
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<table>
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<tbody>
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<td>1.</td>
<td>Psychology 12</td>
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<td>2.</td>
<td>Education 10</td>
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<tr>
<td>3.</td>
<td>Geography 11</td>
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<tr>
<td>4.</td>
<td>Mathematics 11</td>
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<tr>
<td>5.</td>
<td>Electives</td>
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<tr>
<td>6.</td>
<td>English 11</td>
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<tr>
<td>7.</td>
<td>Art 10</td>
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<td>8.</td>
<td>Penmanship 10</td>
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<td>9.</td>
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<table>
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<tr>
<th>III.</th>
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<tbody>
<tr>
<td>1.</td>
<td>Psychology 12</td>
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<tr>
<td>2.</td>
<td>Teaching 10</td>
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<td>3.</td>
<td>Physical Education 12</td>
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<tr>
<td>4.</td>
<td>Reading 10</td>
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<td>5.</td>
<td>Mathematics 10</td>
</tr>
<tr>
<td>6.</td>
<td>History 10</td>
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<tr>
<td>7.</td>
<td>Music 11</td>
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<td>8.</td>
<td>Sociology 11</td>
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<td>9.</td>
<td>Biology 11</td>
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<td>10.</td>
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<td>11.</td>
<td>3</td>
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<td>15.</td>
<td>3</td>
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<td>16.</td>
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<td>17.</td>
<td>2</td>
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<td>18.</td>
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**General Professional School**

<table>
<thead>
<tr>
<th>Hours</th>
<th>16</th>
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<tbody>
<tr>
<td>Hours</td>
<td>18</td>
</tr>
<tr>
<td>Hours</td>
<td>18</td>
</tr>
<tr>
<td>Hours</td>
<td>18</td>
</tr>
</tbody>
</table>
THE DEPARTMENT OF ENGLISH

Dr. Howe
Miss Seaman

Miss Baughman
Miss Wiebalk

Miss Jackson
Miss Spiers

Miss Jackson
Miss Spiers

English 1

A practical study of the essentials of English grammar and composition. Required of all students who give evidence of insufficient preparation for English 10.

First Term
11.45 T.Th. R. 119 M.H. Miss Spiers

Second Term
10.35 T.Th. R. 118 M.H. Miss Seaman
12.45 T.Th. R. 119 M.H. Miss Spiers

Third Term
10.35 T.Th. R. 119 M.H. Miss Spiers

English 10

The practice of effective oral and written expression, involving the constructive application of the essentials of grammar and composition, and a study of the principles of language teaching in the elementary school.

First Term
9.25 M.W.F. R. 116 M.H. Dr. Howe
9.25 M.W.F. R. 118 M.H. Miss Jackson
10.35 M.W.F. R. 118 M.H. Miss Seaman
10.35 M.W.F. R. 120 M.H. Miss Baughman
11.45 M.W.F. R. 111 M.H. Miss Spiers
12.45 M.W.F. R. 116 M.H. Dr. Howe
1.55 T.W.Th. R. 119 M.H. Miss Spiers
3.05 M.W.F. R. 207 M.H. Miss Wiebalk

Second Term
9.25 M.W.F. R. 116 M.H. Dr. Howe
10.35 M.W.F. R. 118 M.H. Miss Seaman
11.45 M.W.F. R. 120 M.H. Miss Baughman
12.45 M.W.F. R. 207 M.H. Miss Wiebalk
3.05 M.W.F. R. 119 M.H. Miss Spiers

Third Term
8.15 M.W.F. R. 116 M.H. Dr. Howe
10.35 M.W.F. R. 118 M.H. Miss Seaman
10.35 M.W.F. R. 119 M.H. Miss Spiers
1.55 M.W.F. R. 207 M.H. Miss Wiebalk
English 11
The inductive study of the elements of literary appreciation and interpretation, including an investigation of the pedagogical foundations of method in the selection and handling of appropriate literature in grades six to nine, inclusive.
This course should follow Reading 10.

First Term
9.25 M.W.F.  R. 119 M.H. Miss Spiers
10.35 M.W.F.  R. 116 M.H. Dr. Howe
11.45 M.W.F.  R. 118 M.H. Miss Seaman

Second Term
9.25 M.W.F.  R. 119 M.H. Miss Jackson
10.35 M.W.F.  R. 116 M.H. Dr. Howe
12.45 M.W.F.  R. 119 M.H. Miss Spiers

Third Term
9.25 M.W.F.  R. 119 M.H. Miss Spiers
10.35 M.W.F.  R. 120 M.H. Miss Baughman
11.45 M.W.F.  R. 116 M.H. Dr. Howe
12.45 M.W.F.  R. 119 M.H. Miss Spiers

English 12
Spelling methods.

Second Term
1.55 W.  R. 111 M.H. Dr. Fernald

English 14
19th Century English — Dr. Benj. Stelter

English 20
Constructive English teaching in the intermediate school. Elective.

Third Term
9.25 T.Th.  R. 116 M.H. Dr. Howe

English 21
American ideals in literature.

Third Term
9.25 T.Th.  R. 118 M.H. Miss Seaman

English 22
The materials and methods of the elementary English course. Elective open to teachers of English and others who receive special permission.

First Term
4.15 T.  R. 116 M.H. Dr. Howe Two hours

Second Term
4.15 M.W.  R. 116 M.H. Dr. Howe

Third Term
4.15 W.  R. 116 M.H. Dr. Howe Two hours
THE DEPARTMENT OF GEOGRAPHY

Mr. Chamberlain  Mrs. Beck  Miss Baugh  Miss McClellan

Vital mutual relations between the earth and its life must always exist. The study of these relations, with particular reference to human life, is geography. The special purpose of the geography undertaken in the Normal School is to enable the student to work out these relations, to grasp geographic principles and apply them in his own immediate vicinity and in other areas, and to prepare him to teach the subject in the public schools of the state.

Geography 1: Preparatory Geography

This course is a review of the geography of the Elementary School. It is designed for those who, within two weeks after registering for Geography 10, show inability to carry the work.

Every Term
9.25 T.Th. R. 214 M.H. Mr. Chamberlain

Geography 10: Elementary Physiography

This course deals with geographic forms and processes in their relations to human life.

Required of all students. Three hours. Three units.

First Term
8.15 M.W.F. R. 216 M.H. Mrs. Beck
9.25 M.W.F. R. 214 M.H. Miss Baugh
9.25 M.W.F. R. 217 M.H. Miss McClellan
10.35 M.W.F. R. 217 M.H. Miss McClellan
10.35 M.W.F. R. 214 M.H. Mr. Chamberlain
11.45 M.W.F. R. 217 M.H. Miss McClellan
12.55 M.W.F. R. 214 M.H. Miss Baugh
3.15 M.W.F. R. 214 M.H. Mrs. Beck

Second Term
8.15 M.W.F. R. 216 M.H. Mrs. Beck
9.25 M.W.F. R. 216 M.H. Mrs. Beck
10.35 M.W.F. R. 214 M.H. Miss Baugh
3.15 M.W.F. R. 216 M.H. Miss Baugh

Third Term
8.15 M.W.F. R. 216 M.H. Mrs. Beck
10.35 M.W.F. R. 217 M.H. Miss Baugh
11.45 M.W.F. R. 217 M.H. Miss McClellan
Geography 11: World Geography
The purpose of this course is to acquaint the student with some of the essentials in the geography of the chief countries of the world. Attention is given to the teaching of elementary school geography.
Required of all students. Prerequisite Geography 10. Three hours. Three units.

First Term
9.25 M.W.F. R. 216 M.H. Mrs. Beck
10.35 M.W.F. R. 216 M.H. Miss Baugh
12.55 M.W.F. R. 216 M.H. Mrs. Beck
3.15 M.W.F. R. 216 M.H. Mrs. Beck

Second Term
9.25 M.W.F. R. 217 M.H. Miss McClellan
11.45 M.W.F. R. 217 M.H. Miss McClellan
12.55 M.W.F. R. 214 M.H. Mr. Chamberlain
12.55 M.W.F. R. 216 M.H. Mrs. Beck

Third Term
9.25 M.W.F. R. 217 M.H. Miss McClellan
12.55 M.W.F. R. 217 M.H. Miss Baugh
12.55 M.W.F. R. 216 M.H. Mrs. Beck
3.15 M.W.F. R. 214 M.H. Mr. Chamberlain

Geography 20: North America
A study of North America in the light of the principles of physical geography. The influences of geology, topography, climate and natural resources upon the life of man are considered. An elective course.
Two hours. Two units. Prerequisites Geography 10 and 11.

Second Term
2.05 T.Th. R. 214 M.H. Miss Baugh

Geography 21: Europe
The method of treatment is the same as that followed in Geography 20. An elective course. Two hours. Two units. Prerequisites Geography 10 and 11.

Second Term
4.05 T.Th. R. 217 M.H. Miss McClellan

Third Term
12.55 T.Th. R. 214 M.H. Mr. Chamberlain

Geography 23: South America
The method of treatment is the same as that followed in Geography 20. Primarily for teachers in service. Two hours. Two units.

First Term
4.05 T.Th. R. 217 M.H. Miss McClellan

Second Term
4.05 T.Th. R. 214 M.H. Miss Baugh
Geography 26: Economic Geography
A study of the conditions which influence industry and commerce, as well as of the distribution, production, transportation and use of raw materials. An elective course. Two hours. Two units. Prerequisites Geography 10 and 11.

Second Term
10.35 T.Th. R. 214 M.H. Mr. Chamberlain

Geography 28: Pacific Coast
A study of the relations between man and his environment in our Pacific Coast States. An elective course. Two hours. Two units. Prerequisites Geography 10 and 11.

Third Term
10.35 T.Th. R. 216 M.H. Mrs. Beck

Geography 29: Special Method in Geography
In this course the fundamental purpose of geography as an instrument of education, its place in the course of study, and its relation to other subjects in the curriculum are discussed. Primarily for teachers in service. Two hours. Two units.

First Term
4.05 T.Th. R. 214 M.H. Mr. Chamberlain

Third Term
4.05 T.Th. R. 217 M.H. Miss McClellan

Geography 30: Conservation of Natural Resources
This course deals with conservation as related to individual and national welfare. An elective course. Two hours. Two units. Prerequisites Geography 10 and 11.

First Term
11.45 T.Th. R. 214 M.H. Mr. Chamberlain

THE DEPARTMENT OF HISTORY

Miss Latham
Miss Kahley
Mrs. Gaines
Mr. Macurda
Miss Robinson

History 10: United States History
Required of all students. Emphasis is placed upon the European background of United States History and our relation to present world events.

Each Term
9.25 M.W.F. R. 103 S. Miss Kahley
10.35, 11.45, 3.05 M.W.F. R. 203 S. Mrs. Gaines
12.45 M.W.F. R. 103 S. Miss Latham
History 11: History for Primary Grades  
Designed for all students preparing for primary teaching.
  
  Each Term  
  1.55 T.Th. R. 103 S. Miss Latham  

  Third Term  
  4.05 T.Th. R. 103 S. Miss Latham  

History 12: History of California  
Designed for all students preparing for teaching in middle grades.
  
  Each Term  
  1.55 T.Th. R. 203 S. Mrs. Gaines  

History 13: History of Production in the United States  
Designed for students preparing for teaching in upper grades.
  
  Third Term  
  4.05 T.Th. R. 103 S. Miss Latham  

One of the three courses, 11, 12, 13, is required of all students. A study of "Democracy Today," Gauss, will be a part of one of these four courses.

History 14: Civics. See Sociology 11, Mr. Macurda. Elective.

History 20: Contemporary History  
A course based upon current problems as presented in contemporary magazines. Designed to aid in discussion of current events, as well as to make students conversant with history in the making.
  
  First Term  
  4.05 T. R. 203 S. Mrs. Gaines.  

History 21: A Study of Nations  
A course devoted to a study of European nations concerned in the present struggle with a view to understanding the issues involved.
  
  Second and Third Terms  
  4.05 T.Th. R. 203 S. Mrs. Gaines  

DEPARTMENT OF MATHEMATICS

Mathematics 1  
This course is designed for those who do not meet the admission requirements in arithmetic. The course includes a brief review of arithmetic.
  
  First Term  
  11.45 T.Th. R. 218 M.H. Mr. Drisko  

  Second Term  
  11.45 T.Th. R. 218 M.H. Mr. Drisko  

  Third Term  
  1.55 T.Th. R. 218 M.H. Mr. Drisko
Five hours of basal work are required in Mathematics. Math. 10 is required of all. Math. 11 or Math. 12 to be elected upon the advice of the instructor of Math. 10.

**BASAL COURSES IN ARITHMETIC**

**Mathematics 10: Arithmetic**

A review of the entire subject of arithmetic, together with the psychology of number and the methods appropriate to instruction in the various grades; the aim, or the place of arithmetic in the course of study; the method of recitation, and a study of the child in relation to his number development.

Prerequisite Psychology 10 and 11.

*First Term*
- 8.15 M.W.F. R. 218 M.H. Mr. Drisko
- 10.35 M.W.F. R. 218 M.H. Mr. Drisko
- 12.45 M.W.F. R. 218 M.H. Mr. Drisko

*Second Term* same as *First Term*

*Third Term*
- 8.15 M.W.F. R. 218 M.H. Mr. Drisko
- 9.25 M.W.F. R. 218 M.H. Mr. Drisko
- 12.45 M.W.F. R. 218 M.H. Mr. Drisko
- 12.45 M.W.F. R. 221 M.H. Miss Spiers
- 4.05 M.W.F. R. 221 M.H. Miss Spiers

**Mathematics 11: Arithmetic**

A continuation of Math. 10, including a further study of methods; the value of play and dramatization; the correlation with other subjects and with the home activities; the construction of problems; the use of the standard tests in measuring and the results of instruction and observation. To this may be added such experimental work as the school is able to give.

Prerequisite Math. 10.

*First Term*
- 10.35 T. Th. R. 220 M.H. Miss Collier

*Second Term*
- 10.35 T. Th. R. 220 M.H. Miss Collier

*Third Term*
- 10.35 T. Th. R. 220 M.H. Miss Collier

**Mathematics 12: Correlated Mathematics**

A study of algebra, geometry, trigonometry as one continuous subject, together with the methods of teaching Mathematics in the upper grades and in the intermediate schools, with special emphasis upon practical mathematics.
MATHEMATICS—LANGUAGES

Prerequisite Math. 10.

First Term
11.45 T.Th. R. 220 M.H. Miss Collier

Second Term
11.45 T. Th. R. 220 M.H. Miss Collier

Mathematics 20: Correlated Mathematics
This course is a continuation of Mathematics 12.

Third Term
11.45 T. Th. R. 220 M.H. Miss Collier

Mathematics 21: Business Arithmetic
This course is intended primarily for students in the Commercial School. The course includes drill in rapid calculation.

Third Term
11.35 M.W.F. R. 218 M.H. Mr. Drisko

DEPARTMENT OF MODERN LANGUAGES

MISS HENRY

ELEMENTARY FRENCH AND SPANISH

French 20

First Term
9.25 M.W.F. R. 206 M.H. Miss Henry

French 21
Continuation of French 20. Reading texts.

Second Term
9.25 M.W.F. R. 206 M.H. Miss Henry

French 22
Continuation of French 21.

Third Term
9.25 M.W.F. R. 206 M.H. Miss Henry

Spanish 20

First Term
10.35 M.W.F. R. 206 M.H. Miss Henry

Spanish 21
Continuation of Spanish 20. Reading.

Second Term
10.35 M.W.F. R. 206 M.H. Miss Henry
Spanish 22
Continuation of Spanish 21.

Third Term
10.35  M.W.F.  R. 206 M.H.  Miss Henry

ADVANCED FRENCH AND SPANISH WITH METHODS
Open to those who have had two or more years of high school French, or Spanish, or the equivalent of elementary college French or Spanish. Two hours devoted to the language, and one hour to methods, respectively.

French 23

First Term
2.05  T.W.Th.  R. 206 M.H.  Miss Henry

French 24
Continuation of French 23.

Second Term
2.05  T.W.Th.  R. 206 M.H.  Miss Henry

French 25

Third Term
2.05  T.W.Th.  R. 206 M.H.  Miss Henry

Spanish 23

First Term
11.45  M.W.F.  R. 206 M.H.  Miss Henry

Spanish 24

Second Term
11.45  M.W.F.  R. 206 M.H.  Miss Henry

Spanish 25

Third Term
11.45  M.W.F.  R. 206 M.H.  Miss Henry
THE TRAINING SCHOOL*

The Normal Training School comprises a kindergarten, the six elementary grades, and the three years (7-9) of the intermediate school organized as an integral part of the Normal School. Pupils are admitted upon the same terms as to Los Angeles city schools, and the same general plan of classification and promotion obtains. The school furnishes a thorough elementary and intermediate school education and offers many unusual advantages to its pupils.

The course of study, the educational aims and practices, in the Training School are determined by the Normal School. The work of this school, however, is sufficiently like that of the Los Angeles city schools to permit transfers to be made to or from such schools without loss. In the intermediate school the same courses are open as are found in Los Angeles intermediate schools.

PRACTICE TEACHING

Under the rules of the State Board of Education fifteen hours of practice teaching are required of all students except those who may be partially credited on account of teaching experience. No student is graduated without having satisfactorily completed at least five hours of teaching in one of the training schools.

Practice teaching is afforded in the training schools, where student teachers acquire sufficient experience, under the direction of competent training teachers and supervisors, to enable them to prove their ability to teach successfully. The conditions under which they teach are such as to strongly favor the establishment of correct professional habits from the first; to set high ideals and standards before them; and to

*Note.—In addition to The Normal Training School, portions of two Los Angeles city schools are utilized as supplemental training schools. In 1917-1918 the Los Feliz and Grand Avenue schools were so used. Some students are given opportunity to do cadet teaching in other city schools. A few students each year are assigned to selected rural schools for practice teaching.
make possible the mastery of those principles which underlie all good teaching and which make for professional growth.

A high quality of work is demanded of student teachers. Those who are unable to measure up to the required standard in practice teaching are denied graduation from the school which recognizes its function to be one of selection of those who should teach as well as that of training, for more effective service, those who give promise of success.

Teaching 10, 11, and 12 (Required)

Students are assigned for practice teaching in the Normal Training School, in a Supplemental Training School, as cadet teachers at large in other Los Angeles City schools or those of nearby cities, or as cadet teachers in rural schools. No student is assigned to either type of cadet teaching who has not had some practice in one of the training schools.

All students, except those who enter with Senior standing, before receiving the first teaching assignment, must have had one required course in the subject they are assigned to teach and must have reached full Senior standing.

Teaching 10 is regularly taken in the first Senior term; Teaching 11 and 12 will often be assigned concurrently but may be taken in succession in the last two Senior terms; Teaching 20 will often be taken by those who need or desire more than the required teaching experience in either the second or third Senior term.

Practice teaching is usually afforded in a lower (1-3), a middle (4-6), and in an upper (7-9) grade or in a combination of at least two such groups. Some students who are preparing to teach in rural schools are sent into rural communities to devote their entire time to teaching for a period of two weeks. This rural practice teaching is credited as Teaching 12. Students planning to take rural teaching should take Teaching 11 in the second Senior term.

Each five hours.

Teaching 20 (Elective)

Students who wish additional practice in general teaching or who wish to specialize in teaching, either in a certain subject or in a certain grade or group of grades, and those whose first teaching is of such quality as to indicate the need of more than the required amount of teaching should elect Teaching 20. In the last case Teaching 20 will be required.

As elective work for those who are qualified there are opportunities for special kinds of work in Los Angeles day and evening schools, in Juvenile Hall, on playgrounds, in gardening classes, etc.

Conferences

Weekly conferences under the direction of training teachers and supervisors of subjects are required in connection with each teaching assignment in the training schools.

†Note.—Before a student is entitled to graduation, as many of the teaching credits obtained (exclusive of those accredited on credentials) must be of grade "3" and above as of grade "3" and below.
Opportunities for observation lessons in the Training School are afforded in connection with the first courses offered in each of the statutory subjects. These lessons are designed to aid the student in meeting the problems of teaching as he encounters them by seeing them effectively dealt with by experienced teachers.

REQUIRED COURSES
(These courses should be taken, when possible, in the order here given. Courses numbered 10 must always be taken before those numbered 11, and both before those numbered 12. One course numbered 13 is required; others may be taken as electives.)

Educational 10: Introductory Course
Required of all entering students except those entering with advanced credit. Two hours.
This course aims to survey the problems with which public education deals, to aid the student in methods of study and learning, to acquaint him with the work of this school in each of its departments, and to outline the various opportunities open to the teacher. The following topics, among others, will be considered: the aims of education; the different kinds of schools; the organization and the regulations of this school; the work of the training school; the function of the teacher; methods of study. An opportunity for observation will be arranged, and, if possible, for teaching under supervision.

First Term
8.15 T. Th. R. 203 M. H. Miss Patterson
9.25 T. Th. R. 106 M. H. Miss Matthewson
10.35 T. Th. R. 203 M. H. Miss Patterson
11.45 T. Th. R. 210 M. H. Dr. Brewer
12.55 T. Th. R. 203 M. H. Miss Patterson
2.05 T. Th. R. 208 M. H. Dr. Brewer

Second Term
9.25 T. Th. R. 106 M. H. Miss Matthewson

Third Term
9.25 T. Th. R. 106 M. H. Miss Matthewson

Psychology 10: General Psychology
This course aims to initiate the student into the psychological point of view, preeminently essential to the teacher—the view of the world of things as depending upon the experiencing person. It aims to make
the student familiar with his or her own mental processes, as compared with those of others. The following topics among others will be considered: structure and function of nervous system; sensory fusions (including emotions); imagery; laws of attention; association-formation; and retention. Three hours.

First Term
8.15, 9.25, 10.35 M.W.F. R. 108 M.H. Miss Sullivan
10.35 M.W.F. R. 109 M.H. Dr. Fisher
12.55 M.W.F. R. 108 M.H. Miss Sullivan
12.55, 3.15, 4.15 M.W.F. R. 109 M.H. Dr. Fisher

Second Term
9.25, 11.45 M.W.F. R. 108 M.H. Miss Sullivan
3.15 M.W.F. R. 109 M.H. Dr. Fisher

Third Term
11.45 M.W.F. R. 108 M.H. Miss Sullivan

Psychology 11: General Psychology Continued
This course deals with the development of processes of perception and idea (involving meaning and concept) and of sentiment, etc.; individual differences; application of theoretical study to problems of memory, habit formation or learning, growth of sentiments, observation and reasoning, suggestion. Illustrations will be chosen mainly from classroom conditions. Class lectures and discussions are supplemented by reading, by introspective exercises, and by a limited number of carefully planned and supervised experiments. Two hours.

Second Term
8.15, 9.25, 10.35 T.Th. R. 108 M.H. Miss Sullivan
11.45 T.Th. R. 109 M.H. Dr. Fisher
12.55 T.Th. R. 204 M.H. Mr. Darsie
2.05, 4.15 T.Th. R. 109 M.H. Dr. Fisher

Third Term
8.15, 10.35 T.Th. R. 108 M.H. Miss Sullivan
2.05 T.Th. R. 109 M.H. Dr. Fisher

Sociology 10: Educational Sociology
A study of the institutions and social forms through which the child gains and organizes his experiences and to which he must adjust his adult life. The educational system both in city and country is studied in reference to its changing conditions. The aim of the course is to develop the idea of education as the most significant factor in social progress. Two hours.

First Term
8.15, 9.25, 10.35, 11.45 T.Th. R. 208 M.H. Mr. Macurda
12.55, 2.05, 3.15 T.Th. R. 204 M.H. Mr. Darsie
Psychology 12: Child Psychology
The course deals with a genetic account of the child's mental processes, attention, association, memory, imagery, imagination, suggestion, reason, and fatigue. The topics are treated with special reference to the behavior of children. Individual differences in relation to age, mental ability, temperament, and physical condition are considered. Both the fields of educational psychology and psychology of learning are somewhat encroached upon. Three hours.

Education 11: Principles of Education
The aim of this course is to formulate in modern psychological terms the essential principles underlying all effective teaching. The following topics among others are considered: The significance of attention and interest in learning, habit formation, teaching children to reason, how to study, methods of measuring the results of education, the problem method of teaching, the theory of formal discipline, the place of activity in the process of learning, educational and vocational guidance. Three hours.
Sociology 11: Educational Sociology Continued

Application of sociological principles in concrete fashion to the problems of education. Surveys, administration, discipline, program, utilitarian and vocational education, methods. Practical field work in connection with social institutions closely related to the schools. Three hours.

A portion of the time will be devoted to the topic of country life, with a study of such economic and social conditions and needs as will help to develop an understanding of rural problems.

First Term

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Education 12: Administration

The following topics will be discussed: California school law, methods of administration, preparation and certification of teachers, school finances, present problems of organization, administration, and supervision. Two hours.

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Education 13-K: Kindergarten Education

(One course numbered 13 is required.)

The aim of the course is to show how a closer unification of the kindergarten and primary grades may be obtained and how the fundamental principles of education operate in the modern kindergarten. Three hours.
The method of the course will be lectures, discussions and required readings, supplemented by observations in the kindergarten.

**First Term**

4.15 M.W.F.  R. 106 M.H.  Miss Barbour, Miss Greenwood

**Third Term**

4.15 M.W.F.  R. 106 M.H.  Miss Barbour, Miss Greenwood

**Education 13-P: Primary Education**

The purpose of the course is to give the teacher practical help in meeting the problems of the primary school: the preparation for opening school; choosing and obtaining books and supplies; the work of the first day, including organization and program making. Each subject of the primary curriculum is considered as to relative value, underlying principles and best methods of teaching. Education through self-activity is the dominant principle of all the work outlined. *Three hours.*

**First Term**

10.35 M.W.F.  R. 203 M.H.  Miss Patterson

**Second Term**

10.35 M.W.F.  R. 203 M.H.  Miss Patterson

**Third Term**

10.35 M.W.F.  R. 203 M.H.  Miss Patterson

12.55 M.W.F.  R. 203 M.H.  Miss Wells

**Education 13-M: Middle Grades Education**

The aim of this course is to study the curriculum, methods of study, organization, and supervision of grades 4, 5, and 6. There will be special attention to problems of discipline and pupil activity of all sorts both in and out of school time. The work will consist of readings, reports, discussions and lectures. *Three hours.*

**Third Term**

9.25 M.W.F.  R. 204 M.H.  Mrs. Bernays

**Education 13-S: Secondary Education**

Those students who intend to teach in the intermediate or high school should take this course. It deals with the traits of the adolescent child, the social and individual aims of the intermediate school and the high school, the programs of studies, with particular reference to the special studies of the curriculum, educational and vocational guidance, student self-government and student activities. *Three hours.*

**Third Term**

9.25 M.W.F.  R. 204 M.H.  Mr. Darsie
Education 13-R: Rural Education

Study of rural school problems and how to meet them. The most modern and scientific views of education translated into terms of the rural school curriculum. Discussion of the fundamentals of organization and management of a good rural school. Problems, arising from the course of study and the program, studied in detail. Provision for functional occupations during seat-work or study periods. Conduct of the recitation; individual versus class instruction in the rural school.

*Three hours.*

**First Term**

10.35 M.W.F. R. 114 M.H. Miss Keppie

**Second Term**

10.35 M.W.F. R. 114 M.H. Miss Keppie

**Third Term**

10.35 M.W.F. R. 114 M.H. Miss Keppie

Education 13-I: Education of the Immigrant

This course deals with the problems involved in the education of the immigrant, child and adult. Consideration is given to methods and devices for training non-American persons in the use of the English language as the first essential. A brief sketch of the recent Americanization movement, of social conditions surrounding immigrant life, of the different public facilities for Americanizing the foreigner, is followed by laboratory practice and observation in classes of foreign students.

*Three hours.*

**First Term**

9.25 M.W.F. R. 120 M.H. Miss Baughman

**Second Term**

9.25 M.W.F. R. 120 M.H. Miss Baughman

**Third Term**

9.25 M.W.F. R. 120 M.H. Miss Baughman

ELECTIVE COURSES

(One course numbered 13 is required; others may be taken as electives. Except for good reasons, required courses should be finished before electives are undertaken. Electives may be taken in any order, unless definite prerequisites are noted.)

Psychology 20: Advanced Educational Psychology

A continuation of Psychology 10 and 11, with emphasis on concrete and practical applications.

*Two hours.*

**Third Term**

12.55 T.Th. R. 111 M.H. Dr. Fernald
Psychology 21: Clinical Psychology
An advanced course in the observation of clinical work, and the direct study of individual problems. Prerequisite, Psychology 20. Two hours.

Third Term
2.05 T.Th. R. 111 M.H. Dr. Fernald
or other hours to be arranged to suit the members of the class

Psychology 22: Introductory Experimental Course
Certain of the standard experiments are performed by the students, particular stress being given to those in attention, association-formation (learning), perception, and imagery. The chief object of the course is to familiarize the student with the methods and the more common apparatus of modern experimental psychology. Two hours.

Second Term
3.15 T.Th. R. 109 M.H. Dr. Fisher
or other hours to be arranged to suit the members of the class

Third Term
3.05 T.Th. R. 109 M.H. Dr. Fisher
or hours to be arranged

Psychology 23: Supernormal Children
This course deals with the various health, sociological, educational, and psychological data which are pertinent in determining whether a child should be placed in a special room or not. Rough classifications are made, and individual adjustments suggested. The importance of rational education in training for leadership is stressed. Two hours.
Not given in 1918-1919 Mr. Root

Education 20: History of Education
A survey of educational practices and theories from savage to modern times. Great educators are studied with special references to their educational aims, ideals, methods, curricula and institutions. The constant and present evolution of education is emphasized. A spirit of tolerance for divergent views is cultivated. Education is considered as humanity's conscious attempt to carry civilization to an ever higher state. The connection between modern practices and those of all previous periods is brought out. Two hours.

Third Term
2.05 T.Th. R. 208 M.H. Mr. Macurda

Education 21: Methods of Study
A discussion of the nature of knowledge and the learning process; an examination of the psychology of attention as applied in studying and
the application of these principles of study to the more common subjects of the school course.

**First Term**

10.35 W. R. 210 M.H. Dr. Moore

**Second Term**

10.35 W. R. 210 M.H. Dr. Moore

**Third Term**

10.35 W. R. 210 M.H. Dr. Moore

**Education 22: Educational Measurement**

Methods of collecting and treating sociological, educational, and psychological data are dealt with in this course. The various studies in educational measurement are taken up in detail. These studies are discussed critically in respect to their validity; methods of collecting them, factors of error, statistical treatment, interpretation and application are of special concern.

**Second Term**

4.15 T.Th. R. 204 M.H. Mr. Darsie

**Education 23: Vocational Guidance**

The social and individual need for and value of vocational guidance; the steps taken by the individual in proceeding from school to a successful career, and the appropriate educational and vocational guidance necessary for the successful progress to a satisfactory occupation. Two hours.

**Third Term**

4.15 T.Th. R. 210 M.H. Dr. Brewer

**Education 24: Narrative Drawing in Education**

This course is designed to acquaint the elementary teacher with the principles and methods of drawing in early education. A great deal of laboratory work will be done, in blackboard drawing, large paper drawing, paper cutting, and related activities. Two hours.

**Second Term**

2.05 T.Th. R. 106 M.H. Miss Barbour

**Education 25: Rural School Observation**

For those who find it impossible to take rural practice teaching a brief course in rural school observation is offered under the direction of the Supervisor of Rural Teaching. The course will consist of individual assignments of four half days of observation in a one-room rural school in Los Angeles County and one weekly class discussion of the problems of management, curriculum, playground, school plant, etc., of the school observed. One hour.

Hour to be arranged Miss Keppie
Reading 1

A course in reading for students who have failed to pass the entrance examination required by the department. This course includes voice training, all phases of phonetics, principles of expression and work in personal development through the presentation of stories, poems and current topics.

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Reading 10

A course in method in oral and silent reading, phonetics, and literature through the first five grades, including the handling of suitable material for these grades.

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Reading 21

This course is the same as Reading 10. It may be taken by students who entered the school prior to September, 1918, provided such students have taken no method in Reading.

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Reading 22

A course in story telling, appreciation and oral interpretation of required poems to be used in the grades.

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Reading 23

A course in voice training and dramatic production of standard one-act plays. During the winter and spring terms the time will be devoted to the preparation, for public performance, of a standard three-act play.

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Reading 24

A course in primary reading and phonetics given especially to meet the needs of kindergarten and primary teachers.

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Notes.—The above courses will be offered the first term. The second and third classes will be announced later.
THE DEPARTMENT OF SCIENCE

Biology 1: Elementary Physiology
First Term
  9.25  T.Th.  R. 104 S.  Miss Atsatt
Second Term
  10.35 T.Th.  R. 104 S.  Miss Atsatt
Third Term
  10.35 T.Th.  R. 104 S.  Miss Atsatt

Biology 10: Physiology and Hygiene
Prerequisite, Biology 1 or its high school equivalent, 3 hours, 3 units.
Every Term
  11.45 M.W.F.  R. 201 S.  Dr. Hummel

Biology 11: Elements of Agriculture
Every Term
  8.15  M.W.F.  R. 201 S.  Dr. Hummel
  8.15  M.W.F.  R. 101 S.  Mr. Older
  9.15  M.W.F.  R. 201 S.  Dr. Hummel
  9.15  M.W.F.  R. 201 S.  Mr. Older

Biology 12: Nature Study; Principles and Methods
Every Term
  8.15  M.W.F.  R. 104 S.  Miss Atsatt
  9.25  M.W.F.  R. 208 S.  Dr. Miller
  10.35 M.W.F.  R. 208 S.  Dr. Miller

Biology 13: Applied Anatomy
Prescribed for students of Physical Education.
First Term only
  11.45 M.W.F.  R. 106 S.  Miss Atsatt

Biology 14: Continuation of Biology 13
Second Term only
  9.25  M.T.Th.  R. 106 S.  Miss Atsatt
  (Note.—T.Th. double periods beginning at 8.15)

Biology 15: Continuation of Biology 14
Third Term only
  9.25  T.Th.  R. 106 S.  Miss Atsatt
  (Note.—Th. double period beginning at 8.15)
Biology 16: Child Hygiene
Required of all students.
Every Term
10.35 T. R. 201 S. Dr. Hummel

Biology 20: Bionomics
Including principles of organic evolution.
Every Term
11.45 T.Th. R. 208 S. Dr. Miller

Biology 21: Advanced Agriculture
Every Term
10.35 T.Th. R. 101 S. Mr. Older

Biology 22: First Aid Work for Teachers
(Classes to be announced later)

Physics 20: Applied Physics
First Term
10.35 M.W. R. 109 S. Miss Hallam

Chemistry 1: Elementary Chemistry
First Term
8.15, 9.25 T.Th. R. 109 S. Miss Hallam

Chemistry 11: Food Chemistry
First Term
(Required of all Home Economics students)
8.15, 9.15 M.W. R. 109 S. Miss Hallam

Chemistry 20: Applied Chemistry
First Term
10.35 T.Th. R. 109 S. Miss Hallam

LIBRARY METHODS (ELECTIVE)

This course is intended as an introduction to the use of books and the library, also to the organization and management of school libraries. Two hours a week for a term of twelve weeks are assigned each pupil. Two periods each week are given to lecture work, the other periods being devoted to practice work in the library. Each student is required to make an extensive bibliography before the term closes. This is in a measure review work, covering the entire term's work, involving the use of much of the material studied and discussed. Two hours.
LIBRARY METHODS (REQUIRED)

A short course of six periods on the use of books and the library. It is absolutely essential, if the student is to work with any degree of efficiency, that he be taught to be self-dependent in a library, have an insight into its arrangement and ability to use easily its various catalogs and indexes, and above all to know the value and nature of reference books.

Second Term
1.55 W. L. Miss Fargo

SATURDAY EXTENSION CLASSES

The Saturday classes are intended for teachers, and are open to those already in service and to those who are preparing to teach.

There are two terms of thirteen weeks each, the session beginning in October and closing in May. The morning is divided into two periods, from 8.45 to 10.30 and from 10.30 to 12.15.

One term's work in any subject for one period receives credit from the Los Angeles Normal School for three units.

The following courses were offered in 1917-1918. A similar program will be carried out in 1918-1919.

Unless otherwise specified each course is offered for both terms:

Vocational Guidance P. I R. 208 M.H. Dr. Brewer
Helping the child to understand, choose, prepare for, enter upon and make progress in occupations.

Night School Problems P. II R. 119 M.H. Miss Baughman
Problems involved in the education of the immigrant, child and adult.

Rural Education P. II Miss Veverka
The rural school curriculum and its relation to country life problems.

Experimental Psychology P. II R. 111 M.H. Dr. Fernald
A course for teachers of ungraded classes.

Psychology P. I R. 111 M.H. Dr. Fernald
Psychology applied to the teaching of common school branches.

Child Study P. I R. 106 M.H. Dr. Waddle
Fundamentals of child psychology and child behavior as conditioned by child physiology and hygiene.

Educational Sociology P. II R. 121 M.H. Mr. Macurda
An advanced course in sociological applications to education.

Cookery I P. I R. 205 M.A. Miss Beckett
Elementary Cookery. Cooking processes, breads, meats, vegetables.

Cookery II P. II R. 205 M.A. Miss Beckett
Advanced Cookery. Cakes, salads, desserts, sandwiches, entries.

Sewing I P. II R. 201 M.A. Miss MacPherson
Elementary Sewing. Models, middy blouses, underwear.

Sewing II P. I R. 203 M.A. Miss MacPherson
Dresses and drafting.
EXTENSION CLASSES

Costume Design  P. II  R. 207 F.A.  Miss Pinkney
Principles and elements of art applied to costume, hair dressing, and millinery.

Chemistry  P. II  R. 109 Sc.  Miss Hallam
General and food chemistry in relation to Domestic Science.

Millinery  P. II  R. 201 M.A.  Miss Cleveland
Making and trimming hats.

Home Management  P. I  R. 201 M.A.  Miss Weer
The application of scientific and economic principles to the problems of housekeeping.

Handwork*  P. I  R. 107 M.A.  Miss Burgess
Methods of using materials which serve as means of self-expression for the child. Elementary course.

Clay†  P. I–II  R. 102 M.A.  Miss Richardson
Modeling and Pottery. Emphasis laid on the study of form, design, decoration and technique.

Metal Craft†  P. I–II  R. 107 Sh.  Miss Whitice
Processes of raising, saw-piercing, etching, soldering, repousse work, and enameling.

Reed Basketry†  P. I–II  R. 107 M.A.  Mrs. Shields
Embraces work with cardboard, raffia, and simple wood work.

Bacteriology  P. I  R. 109 Sc.  Miss Hallam
Bacteria, yeasts, and moulds in relationship to the home.

Bookkeeping  P. II  R. 101 L.  Mr. Austin
Double entry system, including business and financial statements, value of accuracy and familiarity with commercial papers.

Pennmanship  P. I  R. 101 L.  Mr. Austin
Arm movement and fundamental principles.

Stenography and Typing  P. I–II  R. 103–4 L.  Mrs. Allen
Touch method, finger exercises, and thorough study of eleven lessons in the Gregg manual.

Agriculture  P. I  R. 101 Sc.  Mr. Older
This course consists largely of plant propagation, lath house work, and other garden practice, together with some lectures and laboratory work especially designed for teachers of agriculture.

Machine Shop  P. I–II  R. 108 Sh.  Mr. Mansfield
Practical work in machine shop.

Woodshop and Millwork  P. I  R. 105–6 Sh.  Mr. Angier
Bench work, correct use of tools, stains and other finishes, cabinet making and wood turning.

Pattern Making  P. II  R. 105 Sh.  Mr. Calkins
Making of patterns.

Folk Dancing  P. I  Gym.  Miss Keen
Folk Dancing and Pageantry.

Boys' Work  P. II  Gym.  Mr. Miller
For scout-masters, principals and playground workers.

Outdoor Sketching  P. I  R. 207 F.A.  Miss Pinkney
Study of significant line, values, light and shadow, color with studio and outdoor practice.

*First term only.  †Second term only.
Short term courses, each of three weeks' duration, in common school subjects, are given each year. These do not receive credit. Students may take any one or all of those courses. They are held at 10.30.

**FACULTY**

**Dr. E. C. Moore, President**

**ARThUR AMSeDEN MACurDA, Dean**

Mrs. Eva Allen, Supervisor of Commercial Subjects in L. A. S. N. S. Training School.

Mr. C. W. Angier, A.B., Instructor in Manual Arts, L. A. S. N. S.

Mr. M. E. Austin, Director of School of Commerce, L. A. S. N. S.

Miss Ruby Baughman, A.M., Instructor in English, L. A. S. N. S.

Miss Gladys Beckett, B.S., Instructor in Home Economics, L. A. S. N. S.

Dr. J. M. Brewer, Head of Department of Education, L. A. S. N. S.

Miss Susan H. Burgess, Instructor in Manual Arts in Selma and Van Nuys schools.

Mr. R. A. Calkins, Instructor in Machine Shop, L. A. S. N. S.

Miss Mae Cleveland, Instructor in Domestic Science, Santa Monica.

Miss Myrtle Collier, B.S., Head of Department of Mathematics, L. A. S. N. S.

Dr. Grace M. Fernald Ph.D., Director of Psychological Laboratory, L. A. S. N. S.; Clinical Psychologist, California State School for Girls.

Miss Florence H. Hallam, A.B., Instructor in Home Economics, L. A. S. N. S.

Dr. F. A. Howe, Head of Department of English, L. A. S. N. S.

Dr. A. A. Hummel, Instructor in Physiology and Biology, L. A. S. N. S.

Miss Rosalie Keen, Instructor in Physical Education, Jefferson High School.

Miss Melva Latham, A.B., Instructor in History, L. A. S. N. S.

Miss Agnes MacPherson, Instructor in Domestic Science, L. A. S. N. S.

Mr. Harold Mansfield, Instructor in Manual Arts, L. A. S. N. S.

Miss Myrtle Lisle McClellan, B.S., Instructor in Geography, L. A. S. N. S.

Mr. Charles N. Miller, Instructor in Physical Education, Thirtieth Street Intermediate School.

Dr. Loye Holmes Miller, Head of Department of Science, L. A. S. N. S.

Mr. F. E. Older, B.S., Instructor in Agriculture, L. A. S. N. S.

Miss Louise Frear Pinkney, Instructor in Art, L. A. S. N. S.

Miss Rachel T. Richardson, B.S., Instructor in Manual Arts, L. A. S. N. S.

Mrs. Alice Shields, Instructor in Manual Arts, Boyle Heights H. S.

Miss Madeline Veverka, Instructor in Education, L. A. S. N. S.

Dr. C. W. Waddle, Supervisor of Practice Teaching, L. A. S. N. S.

Miss Letitia E. Weer, Director of School of Home Economics, L. A. S. N. S.

Miss Belle H. Whitice, Instructor in Craft Work, Manual Arts Department, L. A. S. N. S.

Miss Frances Wright, Director of the School of Music, L. A. S. N. S.
THE SCHOOL OF COMMERCE

It is the purpose of the School of Commerce to prepare young men and young women to teach special commercial subjects in Intermediate and High Schools.

The needs of those coming to this school for special work in commercial lines who have had college training, business experience, or a two-year course in a Normal School, are so varied that we make no effort to tabulate their requirements in advance. The time required for graduation may be estimated as follows:

a. College graduates, one year.*

b. Junior High School graduates, two years.

c. High School graduates and others who have had valuable business experience will be given appropriate school credit, thereby substituting equivalents for a portion of the four-year requirement.

Each case is decided on its own merits.

The three-year courses printed herein are arranged to suit the needs of High School graduates.

Commercial Courses Listed in the Two Three-Year Tabulations

<table>
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<th>Accountancy Type</th>
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<tbody>
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<td>Shorthand 11</td>
</tr>
<tr>
<td>Bookkeeping 10</td>
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The Commercial Club meets weekly for the discussion of current business topics, and school questions of general interest to those who aim to become High School teachers. Though the course is primarily for Commercial students, yet others interested in Commerce may elect it.

12:55-1:55, Thursday One hour

*College graduates will observe that the special secondary certificate may be obtained by them in practically the same length of time required of them for the general elementary certificate.
### The School of Commerce

**A. Three-Year Course for the General Professional and Elementary Commercial Diplomas**

(Accountancy Type)

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#### First Year

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#### Second Year

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<td>History 13</td>
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Basal Courses, with due regard for prerequisites, may be elected each term in any order necessary to meet the exigencies of making programs. Those who enter upon this course without meeting the requirements of the General Professional School will be required to meet such requirement before a recommendation for the General Elementary Diploma is given. Recommendation for a Special Elementary Diploma is made at the end of three years, regardless of general professional requirements.

The Secondary Course is made up of the three-year General Professional and Commercial Course or its equivalent, together with a fourth year or 51 units of commercial and prescribed elective work.
## THE SCHOOL OF COMMERCE

Three-Year Course for the General Professional and Elementary Commercial Diplomas

### (Secretarial Type)

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### FIRST YEAR

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### SECOND YEAR

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### THIRD YEAR

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<td>Geography 10</td>
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<td>Home Economics 10; Manual Arts 10</td>
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<tr>
<td>Basal Courses, with due regard for prerequisites, may be elected each term in any order necessary to meet the exigencies of making programs. Those who enter upon this course without meeting the requirement of the General Professional School will be required to meet such requirement before a recommendation for the General Elementary Diploma is given. Recommendation for a Special Elementary Diploma is made at the end of three years, regardless of general professional requirement. The Secondary Course is made up of the three-year General Professional and Commercial Course or its equivalent, together with a fourth year or 51 units of commercial and prescribed elective work.</td>
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</table>
Advanced Standing

High school graduates who have had commercial training may be admitted to advanced standing in the School of Commerce, substituting an equal number of units in other subjects. The course is not shortened because of such standing.

Those who have taken commercial training since completing a four-year high school course will be given such advanced standing as the head of the department may determine after examining work presented by the candidate, or after certain oral or written tests have been taken.

Value of Certain High School Equivalents

Time devoted in the secondary school period to study or work in the special subjects in which the candidate desires certification may be substituted at the rate of half-time for similar studies or work in the collegiate period. Such substitution shall not exceed one-half of the total time required in the special subject or subjects.

All courses are open to election by students of other departments.

Departmental and supplemental courses which are offered in the General Professional School are explained elsewhere.

Bookkeeping 10

This is an elementary course in commerce designed to meet the needs of all students of the Normal, including Special Schools. It consists of double and single entry involving the use of cash book, sales book, purchases book, and ledger. Also the journal day-book, the trial balance, balance sheet, profit and loss statements are made and the ledger closed. The course is interspersed with lectures concerning papers and transactions which come unavoidably into the life of each one regardless of his vocation. All must have to do with contracts, deeds, mortgages, bonds, stock certificates, promissory notes, banking, and insurance.

Two hours. Two units.

First Term
10.45 T.Th. R. 104 L. Mr. Austin

Second Term
10.45 T.Th. R. 104 L. Mr. Austin

Third Term
(May be offered by special arrangement)
Bookkeeping 11-12

Bookkeeping 11
Time is given to journalizing, making opening entries, trial balances, statements of different forms, closing the ledger, and analyzing accounts. Prerequisite, Bookkeeping 10. Three hours. Three units.

Bookkeeping 12
Partnership business and special column books. Prerequisite, Bookkeeping 11. Three hours. Three units.

First Term
10.45  M.W.F.  R. 104 L.  Mr. Austin

Second Term
10.45  M.W.F.  R. 104 L.  Mr. Austin

Bookkeeping 13-14

Bookkeeping 13
Cost accounting. Prerequisite, Bookkeeping 12. Three hours. Three units.

Bookkeeping 14
Banking and corporation accounting. Prerequisite, Bookkeeping 13. Three hours. Three units.

Third Term
10.45  M.W.F.  R. 104 L.  Mr. Austin

Penmanship 1
A preparatory course for those who do not pass the entrance examination. Two hours. No Normal School Credit.

Second Term
9.25  T.Th.  R. 101 L.  Mr. Austin

Third Term
10.45  T.Th.  R. 101 L.  Mr. Austin
Penmanship 10

Arm movement and other fundamental principles. This is a basal course and consists of blackboard writing, pen writing, and method.

Three hours. Three units.

First Term
10.45 M.W.F. R. 101 L. Mrs. Plough
11.55 M.W.F. R. 101 L. Mrs. Plough
3.30 M.W.F. R. 101 L. Mrs. Plough

Second Term
10.45 M.W.F. R. 101 L. Mrs. Plough
11.55 M.W.F. R. 101 L. Mrs. Plough
3.30 M.W.F. R. 101 L. Mrs. Plough

Third Term
10.45 M.W.F. R. 101 L. Mrs. Plough
11.55 M.W.F. R. 101 L. Mrs. Plough
3.30 M.W.F. R. 101 L. Mrs. Plough

Penmanship 11

A continuation of Penmanship 10 with special emphasis upon sentence and paragraph writing. Intensive study of forms.

Prerequisite, Penmanship 1 or equivalent. Two hours. Two units.

(Zaner and Palmer certificates are awarded to those who acquire the necessary proficiency. Students will avoid preparation and recitation in consecutive periods, if possible.)

First Term
9.25 T.Th. R. 101 L. Mr. Austin

Third Term
9.25 T.Th. R. 101 L. Mr. Austin

Shorthand 10

A thorough study of twelve lessons in the Gregg Manual, including method.

Three hours. Three units.

First Term
10.45 M.W.F. R. ___ Mrs. Allen

Second Term
10.45 M.W.F. R. ___ Mrs. Allen
Shorthand 11
Gregg Manual completed and reviewed. Dictation.
Prerequisite, Shorthand 10 or its equivalent.

*Three hours. Three units.*

**Second Term**

11.45 M.W.F. R. --- Mrs. Allen

**Third Term**

10.45 M.W.F. R. --- Mrs. Allen

Shorthand 12

Dictation and accurate transcription. Practice outside of, and in the department. Transcribing ready for the mail or printer.
Prerequisite, Shorthand 11.

*Three hours. Three units.*

**Third Term**

11.55 M.W.F. R. --- Mrs. Allen

Typewriting 10

Touch method. Finger exercises. Mastery of the keyboard and a study of the machine. Three hours outside practice required.

*Three hours. Three units.*

**First Term**

8.15 M.W.F. R. 103 L.
9.25 M.W.F. R. 103 L.
11.55 M.W.F. R. 103 L.

**Second Term**

8.15 M.W.F. R. 103 L.
9.25 M.W.F. R. 103 L.
11.55 M.W.F. R. 103 L.

**Third Term**

8.15 M.W.F. R. 103 L.
9.25 M.W.F. R. 103 L.
11.55 M.W.F. R. 103 L.

Typewriting 11

(11–12 same hours)

Prerequisite, Typewriting 10.

*Three hours. Three units.*
Typewriting 12

Prerequisite, Typewriting 11. 

Three hours. Three units.

Typewriting 11-12 (Mixed Class)

First Term
2.20 T.W.Th. R. 103 L.
3.30 T.W.Th. R. 103 L.

Second Term
2.20 T.W.Th. R. 103 L.
3.30 T.W.Th. R. 103 L.

Third Term
2.20 T.W.Th. R. 103 L.
3.30 T.W.Th. R. 103 L.

Business English 10

This course consists of writing various kinds of letters, minutes of meetings, reports, news reports, outlines, and summaries. Speaking from brief card outlines. All class work is conducted in accordance with parliamentary law.

Three hours. Three units.

Commercial Law 10-11

The purpose of this course is to give the student a knowledge of the rules of business. A study is made of contracts, sales, bailments, insurance, credits and loans, negotiable instruments, principal and agent, master and servant, partnerships and joint stock companies, corporations, real and personal property.

Two terms required, each. 

Three hours. Three units.

Law 10

Second Term
9.25 M.W.F. R. 104 L. Mr. Austin

Law 11

Third Term
9.25 M.W.F. R. 104 L. Mr. Austin
Commercial Club

Required of all Commercial students. Open to others by arrangement. Lectures and discussions pertaining to business and current events. Fifth hour, Thursday.

First Term
3.30  Th.  R. 104 L.  Mr. Austin

Second Term
3.30  Th.  R. 104 L.  Mr. Austin

Third Term
3.30  Th.  R. 104 L.  Mr. Austin

Stenotypy is offered once each year, usually during the third term. It is a five-hour, five-unit course.
## THE SCHOOL OF FINE ARTS

### A. Three-Year Course for the General Professional and Elementary Fine Arts Diploma

<table>
<thead>
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<tbody>
<tr>
<td>1. Psychology and Education</td>
<td>22 units</td>
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<tr>
<td>2. Basal</td>
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<tr>
<td>3. Teaching (General)</td>
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<td>4. Departmental</td>
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### First Year

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### Total

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<th>Hours</th>
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## Required:

1. Psychology and Education
2. Basal
3. Teaching (General)
4. Departmental
SCHOOL OF FINE ARTS

First Term

Second Term

Third Term

Physical Education

Psychology

Manual Training or Domestic Science

Library Methods and Spelling

Geography

Drawing and Painting

Art Appreciation and History

Lettering

Total

Total 17

Total 15

Total 19

153 units

51 units

B. Three-Year Course for Secondary Fine Arts Diploma (for Graduates of A or B)

Required:

1. Departmental

2. Elective (free)

3. Departmental

68 units

12 units

51 units

C. One-Year Course for Secondary Fine Arts Diploma (for Graduates of A or B)

Required:

1. Psychology and Education (as in Course A)

2. Departmental

17 units

22 units

3. Elective (free)

42 units

Total 153 units

Total 51 units
Advanced Standing

With all applications for advanced standing at entrance, the work itself as well as the credentials upon which the application is based, should be submitted; in cases where this is impossible, an examination will be given.

Purpose of the School of Fine Arts

The purpose of the School of Fine Arts is to develop appreciation, to gain freedom, power and quality in self-expression, and to prepare the student to teach the space-arts in a sequential way.

The instruction begins with the theory of structure in the space-arts, and includes both original work in design and drawing and painting from nature. Each step is illustrated by photographs, drawings, prints, textiles, pottery and other fine examples. These are studied for a definite purpose, and lead to an appreciative interest in the history of art.

Theory and practice of teaching art are given special attention. Instruction in the preparation of lessons, including methods of presentation and criticism, make direct connection with the work of the Training School. More advanced work includes the planning of equipment and of study-courses, and teaching, under supervision.

EXPLANATION OF THE COURSES AND NOTATION OF CLASSES OFFERED FIRST TERM

Art 1, 2 and 3

(For students who do not fully meet the entrance requirements.)

Art structure (elements and principles of art) in:

(a) Design. Problems relating to the home dress, civic beauty, manufactured articles and commercial art.

(b) Illustrations. Subject matter relating to literature, history, patriotic themes, etc.

(c) Representative drawing. Nature and objects.

(d) Picture study. To develop standards of judgment, to acquaint students with the world's best art, and to give information and inspiration in class problems.

Art 1

Second hour T. Th. R. 204 F. A. Miss Hazen

Art 2

Sixth hour T. Th. R. 204 F. A. Miss Hazen

Each course, two hours.

Art 10

Art structure. Lectures and studio work.

Problems based on minimum essentials in art teaching in the grades.

Second hour M. W. F. R. 204 F. A. Miss Hazen

Three hours. Three units.
Art 20
Prerequisite, Art 10. Method course, including observations.
Fifth hour M.W.F. R. 204 F.A. Miss Hazen
Three hours. Three units.

Art Appreciation and History 10-15, Inclusive
An appreciative study of the space-arts. Lantern lectures.
A.A.&H. 10 Second hour T. R. 102 F.A. Miss Gere
A.A.&H. 13 Second hour Th. R. 102 F.A. Miss Gere
Each course, one hour, one unit.

Art Crafts 10-12, Inclusive
Wood-block printing, stenciling, dyeing, embroidery and construction of simple objects.
A.C. 10 Third hour W.F. R. 206 F.A. Miss Crawford
Four hours. Three units.
A.C. 11 Fifth hour M.W. R. 206 F.A. Miss Crawford
Four hours. Three units.

Art Methods 10-13, Inclusive
Structural (synthetic) and analytic methods compared. Discussion of children's work and problems in teaching. Planning courses of study, equipment, etc.
A.M. 10 Third hour T.Th. R. 203 F.A. Miss Brooks
Two hours. Two units.
A.M. 11 Third hour M.W. R. 204 F.A. Miss Hazen
Two hours. Two units.

Costume Appreciation 10
Application of elements of art to the individual in dress, millinery and hair dressing.

Costume Design 10
Principles and elements of art applied to costume.
C.D. 10 Third and fourth hours Th. R. 207 F.A. Mrs. Sooy
Three hours. Two units.

Designs 10-12, Inclusive
Art structure.
D. 10 Second and third hours M.F. R. 203 F.A. Miss Chandler
Four hours. Three units.
D. 12 Second hour M.W. R. 206 F.A. Miss Crawford
D. 12 Third hour M. R. 206 F.A. Miss Crawford
Four hours. Three units.
Drawing and Painting 10-16, Inclusive

Study of significant line, values and color. Freehand perspective. Drawing animals, figures, still-life, etc.

- D.&P. 10 Second hour W.Th. R. 201 F.A.
- D.&P. 10 Third hour W. R. 201 F.A.

Three hours. Two units.

- D.&P. 11 Sixth and seventh hours T.W. R. 201 F.A. Miss Chandler

Four hours. Three units.

- D.&P. 14 Third and fourth hours T. R. 201 F.A. Miss Chandler

Two hours. One unit.

History of Costume 10

An appreciative study of costume. Lantern lectures.

Third hour F. R. 102 F.A. Mrs. Sooy

One hour. One unit.

House Design 10 (See Domestic Science)

- Fourth hour T. R. 206 F.A. Miss Gere
- Fifth and sixth hours Th. R. 206 F.A. Miss Gere

Three hours. Two units.

Illustration 10-12, Inclusive

Pictorial composition cartoons. Processes of reproductions.

Interior Decoration 10-11

Application of art principles to public buildings and homes.

- I.D. 10 Eighth hour M.W. R. 207 F.A. Mrs. Sooy

Two hours. One unit.
Lettering 10 (Freehand)
Designs in lettering.

Outdoor Sketching 10-12, Inclusive
Study of line, values and flat color.
  O.S. 10  Sixth and seventh hours  T.Th.  R. 207 F.A.  Mrs. Sooy
    Four hours.  Three units.
  O.S. 11  Sixth and seventh hours  Th.  R. 203 F.A.
    Two hours.  One unit.
  O.S. 12  Sixth and seventh hours  Th.  R. 201 F.A.  Miss Chandler
    Two hours.  One unit.

Stage and Costume Design 10
Principles and elements of art applied to the stage.
  Third hour  M.T.W.  R. 207 F.A.  Mrs. Sooy
    Three hours.  Two units.
THE SCHOOL OF HOME ECONOMICS

A. For General Professional and Home Economics Elementary Diplomas

1. Basals

<table>
<thead>
<tr>
<th>Junior C</th>
<th>Senior F</th>
<th>Senior C</th>
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<tbody>
<tr>
<td>Education 10</td>
<td>English 11</td>
<td>Food 14</td>
</tr>
<tr>
<td>Home Economics 10</td>
<td>Clothing 12</td>
<td>Clothing 14</td>
</tr>
<tr>
<td>English 10</td>
<td>Food 12</td>
<td>Administration 11</td>
</tr>
<tr>
<td>Penmanship 10</td>
<td>Psychology 11</td>
<td>Teaching 12 (Home Economics)</td>
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<tr>
<td>Reading 10</td>
<td>History 10</td>
<td>Millinery 10</td>
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<tr>
<td>Science 10</td>
<td>Home Economics Education 10</td>
<td>Geography 11</td>
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Total: 18

2. Psychology and Education

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<th>Junior B</th>
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<tbody>
<tr>
<td>Chemistry 10</td>
<td>Textiles 10</td>
<td>Teaching 10</td>
</tr>
<tr>
<td>Food 10</td>
<td>Teaching 10 (Home Economics)</td>
<td>History 11</td>
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<tr>
<td>Clothing 10</td>
<td>Biology 10</td>
<td>Music 10</td>
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<tr>
<td>Physical Education 10</td>
<td>Handwork 10</td>
<td>Physical Education 12</td>
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<tr>
<td>Administration 10</td>
<td>Physical Education 11</td>
<td>Psychology 12</td>
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<tr>
<td>Psychology 10</td>
<td>Bacteriology 10</td>
<td>Nursing and Health</td>
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<tr>
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<td>Spelling and Library Methods 10</td>
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Total: 26

3. Practice Teaching (General)

Total: 10 hours

4. Departmental (including Practice Teaching)

Total: 65 hours

Total: 153 hours
### Junior A

<table>
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<th>Subject</th>
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<tbody>
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<td>Food 11</td>
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<tr>
<td>Clothing 11</td>
<td>3</td>
</tr>
<tr>
<td>Art 10</td>
<td>2</td>
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<tr>
<td>Sociology 10</td>
<td>2</td>
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<tr>
<td>Mathematics 10</td>
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### Senior D

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<tr>
<td>Clothing 18</td>
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<tr>
<td>Food 18</td>
<td>3</td>
</tr>
<tr>
<td>Education 11 (Home Economics)</td>
<td>3</td>
</tr>
<tr>
<td>Teaching 11</td>
<td>3</td>
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<tr>
<td>Science 11</td>
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### Senior A

<table>
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<tr>
<td>Dietetics 10</td>
<td>3</td>
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<tr>
<td>Education 12</td>
<td>2</td>
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<tr>
<td>Sociology 11</td>
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### Senior B

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<tbody>
<tr>
<td>Millinery 11</td>
<td>3</td>
</tr>
<tr>
<td>Costume Design 10</td>
<td>3</td>
</tr>
<tr>
<td>Chemistry 12</td>
<td>3</td>
</tr>
<tr>
<td>House Furnishing 10</td>
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### Senior C

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<tr>
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<tr>
<td>House Design 10</td>
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<td>Elective</td>
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### B. For Secondary Diploma

1. **Departmental**: 42 hours
2. **Electives**: 9 hours

### Total

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**Notes**

- Junior A includes Food, Clothing, Art, Sociology, and Mathematics.
- Senior D includes Clothing, Food, Education, Teaching, Science, and Total.
- Senior A includes Teaching, Dietetics, Education, Sociology, and Total.
- Senior B includes Millinery, Costume Design, Chemistry, House Furnishing, and Total.
- Senior C includes Teaching, House Design, Elective, and Total.
- Total hours for Secondary Diploma is 51 hours.
The School of Home Economics Offers Three Courses:

A. Home Economics Elementary Course.
   This entitles the graduate to teach home economics in elementary schools.

B. Home Economics Elementary and General Professional Course.
   This prepares the graduate to teach both home economics and general professional subjects in elementary schools.

C. Home Economics Secondary Course.
   This entitles the graduate to teach home economics in high schools.

D. Certification under the Smith-Hughes Act.
   The rapid development of home-making as a vocation has created a need for women with home experiences. Opportunity will be offered for the preparation of such women for teaching home-making in the high schools.

EXPLANATION OF THE COURSES

Home Economics Education 10: Discussion and Reports
This course reviews briefly the history of the home economics movement and discusses the place of home economics in modern education. It deals with the organization of subject matter, types of equipment, principles of teaching and methods of presentation. Three hours.

First Term
9.25 M.W.F. R. 203 M.A. Miss Weer

*Home Economics Education 10: Discussion and Reports
This course gives a brief survey of the fields of home economics. Special attention is given to the study of food, shelter and clothing, and sanitation, with special application to the problems of daily living. Practical applications of important principles are worked out in the laboratory. Three hours.

Section 1
9.25 M.W.F. R. 201 M.A. Miss Beckett

Section 2
10.35 M.W.F. R. 201 M.A. Miss Beckett

Section 3
11.45 M.W.F. R. 201 M.A. Miss MacPherson

Home Economics for Rural Schools: Lectures, Demonstrations, Reports
This course deals with the introduction of home economics into the rural schools, with suggestions regarding subject matter and methods of
presentation. Simple equipment is studied and some practice given in its construction and use. Possibilities of correlation with other school subjects, the home and community are emphasized. Three hours.

First Term

10.35 M.W.F. R. 203 M.A. Miss Weer
Elective.

Administration 10: Home Management

A course designed for the study of the problems of the modern household from the economic, sanitary, and social aspects. It includes such topics as: standards of living as modified by the income; the budget; household accounts; division of the income; application of scientific management to the household; and household sanitation. Two hours.

Administration 11: Laundry

A study of the principles and processes of laundry work as applied to cotton, wool, linen and silk. Special study is made of stain removal and renovation of material. Two hours.

Types of laundry equipment for school and home use are studied and planned. Two hours.

Parallel to Clothing 14.

Administration 20: Home Management

This course is parallel to Administration 10, and is designed for teachers or home makers. Two hours.

First Term

4.15 M.W. R. 201 M.A. Miss Weer

Food 1

This course introduces the student to food materials, their sources, uses, composition, proper combination and conservation.

9.25–11.35 M.W. R. 205 M.A. Miss MacPherson

Food 10: Elementary Foods and Cookery

The purpose of this course is to review the student in the selection, preparation and proper combination of food materials. It includes the detailed study of the foodstuffs and their uses in the body. Three hours.

Food 11: Advanced Food and Cookery

This course is a review and continuation of Food 10, application being made to a wider range of food materials. It includes the principles of buying, care and preservation of foods. Three hours.
†Food 12: Large Quantity Cookery
This course aims to give practice in preparing and serving food in quantities suitable for cafeterias, school lunches, clubs and tea rooms. Observation and practical experience will form a part of the course.

*Three hours.*

Section 1
12.55-3.05  T.Th.  R. 205 M.A.  Miss Chilton

Section 2
12.55-3.05  W.  R. 205 M.A.  Miss Chilton
10.35-12.45  F.  R. 205 M.A.  Miss Chilton

Food 13: Special Diets
In this course the emphasis is placed on the study of special dietaries, including infant feeding, and food for the sick and convalescent.

*Three hours.*

Food 14: Family Cookery
This course gives practice in planning, cooking and serving meals of varying costs to typical family groups.

*Three hours.*

Food 15: Experimental Cookery
This course aims to give the students practice in the more complex problems relating to food and cookery. Experimental cookery, simple catering and demonstrations form a large part of this course.

*Three hours.*

9.25-11.35  T.Th.  R. 205 M.A.  Miss Chilton

Food 16: Food Products
This course includes the study of the various staple foods from the raw state to the finished product. Processes of preservation, adulteration, substitution, are also included.

*One hour.*

Dietetics 10
This course is a study of the food requirement of the individual and family, the comparative food value of the various foods, and the cost in relation to the family budget.

*Three hours.*

Dietetics 11
In this course the food requirement of the individual is studied in relation to special conditions of age, sex, health, and disease. Dietaries are planned to meet these various conditions with special reference to economic and social conditions.

*Three hours.*

†Dietetics 20
This course is parallel to Dietetics 10, and is designed for teachers or nurses.

4.15  M.W.  R. 205 M.A.  Miss Chilton

*Three hours*
Demonstration Cookery 10
This course is planned to prepare students for public lectures and demonstrations. Special emphasis will be given to the technique of demonstration and the use of available substitutes to meet the food conservation requirement. 

2.05-4.15 W.Th. R. 201 M.A. Miss Evans

Demonstration Cookery 20
This course parallels Demonstration 10 and is designed for teachers or home makers.

4.15 T.Th. R. 201 M.A. Miss Evans, Miss Beckett

Chemistry 1: General Chemistry
This course acquaints the students with scientific methods and practices of chemistry. The illustrative material is related to the experiences of the students and is drawn from individual and home activities.

8.15-10.25 T.Th. R. 109 S. Miss Hallam

Chemistry 10: Food Chemistry
In this course the principles of chemistry are applied to the various staple foods. It includes the study of the composition and analysis of water, carbohydrates, fats and protein.

Chemistry 11: Food Chemistry (Continued)
This course is a continuation of Chemistry 10, with more complex problems. It includes a study of the adulteration of foods with methods of testing.

Chemistry 12: Household Chemistry
In this course the principles of chemistry are applied to the problems of the household. It includes a study of water, fuels, leavening agents, and cleaning materials. Individual problems are assigned.

Bacteriology 10
This course deals with bacteria, yeasts and molds with reference to the forms which directly affect the problems of the home maker; i.e., preservation of foods, sanitation, and ventilation. Problems of personal and public hygiene and school sanitation are included.

Nursing and Health 10
This is an elementary course in home care of the sick and in first aid directions for the home nurse; care of children and the aged. This course is given by a registered nurse.
Clothing 1
This course includes the study of the clothing budget of the student; the selection, care and repair. A part of this course will be devoted to the construction of simple garments. Three hours.
10.35-12.45   T.Th.    R. 203 M.A.    Miss Evans

Clothing 10: Elementary Clothing and Handwork
This course includes practice in the use of the sewing machine and its attachments; the use of commercial patterns; hand and machine sewing applied to undergarments and children’s clothing, simple repairing, mending and patching. Three hours.

Clothing 11: Advanced Clothing
Clothing 11 is a continuation of Clothing 10, application being made to garments involving a wider selection of materials and more complex construction.
It includes a comparative study of home- and ready-made garments as to price and quality. A study of the clothing budget is made, giving special attention to the proportion which should be spent for underwear. Three hours.

Clothing 12: Elementary Dressmaking and Design
In this course the study of materials, color and line as applied to single dressmaking are especially emphasized.
Two wash dresses are made—a simple tailored type and an afternoon dress. A further discussion of the clothing budget is also given. Three hours.

Section 1
12.55-3.05    W.    R. 202 M.A.    Miss Lathrop
10.35-12.45   F.    R. 202 M.A.    Miss Lathrop

Section 2
12.55-3.05   T.Th.  R. 202 M.A.    Miss Lathrop

Clothing 13: Advanced Dressmaking
This course is a continuation of Clothing 12, and includes the making of a wool dress and a silk dress, special thought being given to the principles of costume design.
Pattern making is also a part of this course, plain patterns are used as a foundation and from these other patterns are designed. Three hours.

Clothing 14: Renovation and Remodeling
A series of lessons are given on the cleaning, dyeing and renovation of wool and silk materials, after which the student uses these materials in making either dresses for herself or children’s dresses. Three hours.

Parallel, Administration 10.
Clothing 15: Special Problems in Dressmaking
The aim of this course is to enable the student to work directly on the figure without the use of patterns.
A dress form is padded to fit a lining and practice is given in copying designs from fashion magazines, after which two dresses are made, one of which is to be an order dress. Three hours.

10.35-12.45 M. R. 202 M.A. Miss Lathrop
8.15-10.25 F. R. 202 M.A. Miss Lathrop

Clothing 20: Dressmaking (General Professional Students only)
A course planned for students who have not had extended experience in sewing. A series of lessons on the selection of clothing principles of design, and good taste in clothes will be given. It includes the making of a simple dress.
Elective. Three hours.

Textiles 10
A study of the textile fibers of commerce and their history, production, and manufacture. The laboratory work includes the microscopic examination of fibers; chemical tests to determine content and adulteration of cloth; test for color and shrinkage; and experiments in dyeing. Three hours.

Costume Design
Designing of costumes for the individual. Study of lines, color and styles best suited to various types. Three hours.
Given by Art Department.

Millinery 10: Elementary Millinery
This course includes practice in the making and covering of buckram, wire and rice net frames, the making of trimmings, such as buckles, felds, pleatings, cabochons, bows, etc., the renovating and tinting of materials.
The study of color and shape for the individual is an important feature of the course.
A few lessons on simple flowers making are also given, and a study of children’s hats is included. Two hours.

Millinery 11: Advanced Millinery
Two hats are to be made in this course—the first is to be made from old material which the student has renovated, and the second is to be an order hat. Three hours.

Millinery 20 (General Professional Students only)
This work will include the making of buckram and wire frames, the study of hats as to color and style for the individual. Two hats will be made, also a variety of trimmings and simple flowers. Three hours.
8.15-10.25 T.Th. R. 202 M.A. Miss Lathrop
Elective.
House Design
Principles of design applied to simple house plans and elevations. *Two hours.*

Given by Art Department.
11.45-12.45 T. R. 205 F.A.
12.55- 3.05 Th. R. 205 F.A. Miss Gere

House Furnishing
Spacing, dark and light color, applied to problems of the home. *Three hours.*

Given by Art Department.

Practice House
This course provides an opportunity to experience the problems of the normal family life. Students will have charge of the house for definite periods of time. *Six hours.*

Vocational Education
Special course will be open to those persons desiring to complete the requirement for eligibility to enter the service of vocational education under the Smith-Hughes Act.

U. S. FOOD ADMINISTRATION COURSES

Course 10: Food and the War—Sixteen lectures
A general survey of the world's food problem in its geographic, economic, and nutritional aspects. This course includes a study of the effect of the war upon the food of Europe and America and the necessity of food control. *One hour.*

Section 1
2.05 T. R. 201 M.A. Miss Beckett

Section 2
2.05 Th. R. 201 M.A. Miss Beckett

Course 20: Fundamentals of Food and Nutrition in Relation to the War
Forty-eight lectures or recitation periods. Open to all students taking Course 10. Primarily for juniors and seniors. A development of the subject matter of Course 10, with greater emphasis on its nutritional aspects and their relation to national and individual food conservation. Considerable collateral reading will be required. *Three hours.*

Elective.
Course 21: Laboratory Course in Use and Conservation of Foods

Sixty-four laboratory hours. Open only to students taking Courses 10 and 20. Two hours.

The practical application of the principles presented in Course 20. Designed to give the information and to develop the skill which will prepare the student to act as assistant to official demonstrators.

Elective.

1. White, plain tailored shirt waist.
   (a) May have round or pointed neck.
   (b) Sleeves below the elbow.
2. No colored ribbons or jewelry.
3. Large white bib apron, completely covering the skirt.
   (a) Light-weight Indian head, duck or similar material.
   (b) Placket buttoned down six inches.

Uniforms may be ordered through the School of Home Economics.

Laboratory fees are charged in each course under the following titles, and must be paid at time of registration:

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Total charges: $10.00
# THE SCHOOL OF KINDERGARTEN TRAINING

A. A Two-Year Course for the Training of Kindergarten Teachers

Required:

- a. Psychology and Education .................................................. 18 hours
- b. Departmental ........................................................................... 65 hours
- c. Basal ....................................................................................... 14 hours
- d. Primary Teaching ..................................................................... 5 hours

**Total** .......................................................................................... 102 hours

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B. Three-Year Course for Both Kindergarten and General Professional Diplomas

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|                  |            |             |            |
| **Total**        |            |             | 153 hours  |

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- Education and Psychology: 23 hours
- Departmental: 65 hours
- Teaching: 10 hours
THE SCHOOL OF KINDERGARTEN TRAINING

Miss Mascord
Miss Knight
Miss Barbour
Miss Douglas

This school offers two courses: A two-year course leading to a Kindergarten Primary diploma, and a three-year course leading to both the Kindergarten and the General Professional diplomas.

The three-year course is designed to meet the increasing demand of school superintendents for kindergartners trained in both kindergarten and grade work.

EXPLANATION OF THE COURSES

Kindergarten Education 10 to 16

These courses consist of a study of Froebel's philosophy and educational principles as embodied in his Mother Play and Education of Man, and the relation of these to modern educational theory and practice; also, application of these principles to kindergarten procedure, and to the formulation of the kindergarten program.

Kindergarten Education 10
First Term Only
10.35 T.Th. R. 103 S. Miss Greenwood

Kindergarten Education 11
Second Term Only
10.35 T.Th. R. 103 S. Miss Mascord

Kindergarten Education 12
Third Term Only
10.35 T.Th. R. 103 S. Miss Mascord

Kindergarten Education 13
First Term Only
12.55 T.Th. Kgn. Miss Mascord
2.05 W.

Kindergarten Education 14
Second Term Only
12.55 T.Th. R. 103 S. Miss Mascord

Kindergarten Education 15
Third Term Only
12.55 M.W.F. Kgn. Miss Greenwood

Kindergarten Education 16
Third Term Only
2.05 T.Th. Kgn. Miss Mascord
Manual Arts K 10 to 13
These courses are designed to equip the student with a practical knowledge of the Froebelian gifts and occupations and of such other play materials as serve as a means of self-expression for the child of kindergarten age, with the principles and methods which underlie their use. Constructive work with wood, paper boxes and miscellaneous materials, also the problems of the doll, the doll house, doll furniture and simple toys are worked out.

Manual Arts 10K
First Term Only
12.55 M.W.F. Kgn. Miss Douglass, Miss Barbour

Manual Arts 11K
Second Term Only
12.55 M.W.F. Kgn. Miss Mascord, Miss Knight

Manual Arts 12K
Third Term Only
12.55 M.W.F. Kgn. Miss Mascord, Miss Knight

Manual Arts 13K
First Term Only
2.05 T.Th. Kgn. Miss Knight, Miss Mascord

Games 10 to 14
The purpose of these courses is twofold. First, a study of the play activities of children is made and through the playing of children's games students are brought into closer relationship and sympathy with child life. Second, a general study of the history of play as well as a broad consideration of the modern play movement is made. Rhythmic, dramatic and traditional games are developed and played.

Games 10
First Term Only
2.05 W. Kgn. Miss Barbour

Games 11
Second Term Only
12.55 T. Kgn. Miss Barbour

Games 12
Third Term Only
2.05 W. Kgn. Miss Barbour

Games 13
Second Term Only
2.05 W. Kgn. Miss Greenwood
Games 14

*Third Term Only*
2.05 W. Kgn. Miss Greenwood

Stories 10 and 11

Stories hold an important place in the kindergarten program. This course aims to acquaint the student with the sources of good literature for children and to give standards of selection and adaptation. The course includes a study of classic myths, folk lore, the fairy tale and the fable. In addition, Mother Goose, finger plays, simple poems, humorous stories and Bible stories are given. A consideration of the principles of selection, methods of presentation, and practice in story telling are also included.

*Stories 10*

*Third Term Only*
10.35 M.W.F. Miss Greenwood, Miss Barbour

Stories 11

*Second Term Only*
2.05 T.W.Th. Miss Greenwood, Miss Barbour

Piano 10 and 11

A course designed to give practical knowledge of kindergarten rhythms and songs, to develop by use of the piano in class ability in spirited and rhythmical accompaniment of activities and sympathetic accompaniment of songs. Students must take an examination in piano music before registering, and any condition in music must be removed before entering the Senior Year.

*Piano 10*

*Second Term Only*
2.05 T.Th. Kgn. Miss Douglass

*Piano 11*

*Second Term Only*
3.15 W. Kgn. Miss Douglass

Primary Methods: Education 13P

The purpose of the course in primary education is to acquaint the student with the nature and needs of children in the primary grades. Definite methods of teaching all primary subjects are formulated, and demonstration lessons are given with the children.
Observation K

Observation in the kindergarten is required of all students in the Junior year, and is closely correlated with class work.

Third Term Only

9.00 T. Th. Kgn. Miss Douglass, Miss Greenwood

Teaching 10K, 11K, 10

The most important phase of the Senior work is the practice teaching. Students are assigned for teaching in the kindergarten and first grade of the Normal School and of various Los Angeles City schools.

Kindergarten Problems

A course for graduate kindergartners dealing with new aspects of kindergarten education and the problems involved.

First Term

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- [Image 0x0 to 363x612]
### B. Four-Year Industrial Course for Secondary Manual Arts Diploma

<table>
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<tr>
<th></th>
<th>FIRST YEAR</th>
<th>SECOND YEAR</th>
<th>THIRD YEAR</th>
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<tr>
<td></td>
<td>FIRST TERM</td>
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<td>THIRD TERM</td>
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<tr>
<td></td>
<td>Hours</td>
<td>Hours</td>
<td>Hours</td>
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<tr>
<td>Art 10</td>
<td>2</td>
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<tr>
<td>Shop</td>
<td>5</td>
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<td>7</td>
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<tr>
<td>Second Term</td>
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<tr>
<td>Art 11</td>
<td>2</td>
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<td>4</td>
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<td>3</td>
<td>Shop</td>
<td>5</td>
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<tr>
<td>Shop</td>
<td>5</td>
<td>Sociology 10</td>
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- **Total**: 204 hours

**1. Professional**: 22 hours

**2. Departmental**: 111 hours

**3. Elective**: 71 hours
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<td>Psychology 11</td>
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<td>Mechanical Drawing 12</td>
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<tr>
<td>Electives</td>
<td>6</td>
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<tr>
<td></td>
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C. Three-Year Course in Industrial Education for the Elementary Manual Arts Diploma

1. Professional
2. Departmental
3. Elective

Total 153 hours

This course will be outlined for industrial students electing it upon admission to the school.
THE SCHOOL OF MANUAL ARTS

Mr. Mansfield  Miss Blanchard  Miss Swainson
Miss Richardson  Mr. Angier  Miss Richardson
Miss Whittick  Mr. Calkins

Two diplomas are offered by this school: (a) the Elementary Diploma, granted upon the satisfactory completion of three years of work, including teaching in the Training School; (b) the Secondary Diploma, granted upon the satisfactory completion of four years of work, including teaching in the Intermediate School, or the Normal School, or both.

For high school work substitution will be allowed, but in no instance will a student be excused from all courses in any one line of work. Students who expect to complete both the General Professional School and the Manual Arts Course are advised to enroll first in the School of Manual Arts.

Three-Year Shop Course
This course is designed for those who wish to teach Woodworking and Instrumental Drawing in the elementary or intermediate schools. Completion of this course entitles the student to a diploma of elementary grade.

Four-Year Shop Course
The purpose of this course is to meet the needs of those students who intend to teach either Woodworking or Metal-working and Instrumental Drawing in the intermediate or secondary schools. At the completion of the course the student is granted a secondary diploma.

Three-Year General Professional and Manual Arts Course
The three-year General Professional and Manual Arts Course is maintained for those who are willing to devote part of their time to the regular grade work and the remainder to the teaching or supervising of the Manual Arts subjects.
Upon the satisfactory completion of this course two diplomas of elementary grade are granted; the General Normal Diploma and the Manual and Fine Arts Type, elementary.

EXPLANATION OF THE COURSES

Manual Arts Education
A brief history of the development of the Manual Arts movement in this country, followed by a discussion of the theory and economics of the present course of study.  
Two hours.

Third Term
R. 110 M.A.  Mr. Mansfield
Manual Arts 10

This course includes the study and use of industrial materials and processes which have educational value for the elementary school child. It aims to secure a method of instruction which will develop clear ideas and appreciative insight into the industrial life of man, and give opportunity to think through real problems.  

First Term

<table>
<thead>
<tr>
<th>Time</th>
<th>Day</th>
<th>Room</th>
<th>Instructor</th>
</tr>
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<tbody>
<tr>
<td>8.15</td>
<td>M.W.F.</td>
<td>R. 106 M.A.</td>
<td>Miss Swainson</td>
</tr>
<tr>
<td>9.25</td>
<td>M.W.F.</td>
<td>R. 107 M.A.</td>
<td>Miss Richardson</td>
</tr>
<tr>
<td>10.35</td>
<td>M.W.F.</td>
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<td>Miss Swainson</td>
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<tr>
<td>12.55</td>
<td>M.W.F.</td>
<td>R. 107 M.A.</td>
<td>Miss Richardson</td>
</tr>
<tr>
<td>2.05</td>
<td>T.W.Th.</td>
<td>R. 106 M.A.</td>
<td>Miss Swainson</td>
</tr>
<tr>
<td>4.25</td>
<td>W.F.</td>
<td>R. 107 M.A.</td>
<td>Miss Richardson</td>
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Second Term

<table>
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<th>Day</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.25</td>
<td>M.W.F.</td>
<td>R. 107 M.A.</td>
<td>Miss Richardson</td>
</tr>
<tr>
<td>10.25</td>
<td>M.W.F.</td>
<td>R. 106 M.A.</td>
<td>Miss Swainson</td>
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<tr>
<td>11.45</td>
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<td>Miss Swainson</td>
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<tr>
<td>12.55</td>
<td>M.W.F.</td>
<td>R. 107 M.A.</td>
<td>Miss Richardson</td>
</tr>
<tr>
<td>2.05</td>
<td>T.W.Th.</td>
<td>R. 106 M.A.</td>
<td>Miss Swainson</td>
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Third Term

<table>
<thead>
<tr>
<th>Time</th>
<th>Day</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.15</td>
<td>M.W.F.</td>
<td>R. 107 M.A.</td>
<td>Miss Richardson</td>
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<td>9.25</td>
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<td>R. 107 M.A.</td>
<td>Miss Richardson</td>
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<td>10.25</td>
<td>M.W.F.</td>
<td>R. 106 M.A.</td>
<td>Miss Swainson</td>
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<td>12.55</td>
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<td>R. 106 M.A.</td>
<td>Miss Swainson</td>
</tr>
<tr>
<td>2.05</td>
<td>T.W.Th.</td>
<td>R. 106 M.A.</td>
<td>Miss Swainson</td>
</tr>
</tbody>
</table>

Manual Arts 11

For General Professional students. The aim of the work will be to give a general acquaintance with the typical manual arts subjects and will include work in wood and metal.  

First, Second, Third Terms

<table>
<thead>
<tr>
<th>Time</th>
<th>Day</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.35</td>
<td>M.W.F.</td>
<td>R. 106 M.A.</td>
<td>Mr. Mansfield</td>
</tr>
</tbody>
</table>

Bookbinding 10

Making of boxes, pads, portfolios and books involving the simpler processes of bookbinding.  

First Term

<table>
<thead>
<tr>
<th>Time</th>
<th>Day</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.25, 1.55, 2.05</td>
<td>T.Th.</td>
<td>R. 101 M.A.</td>
<td>Miss Whitice</td>
</tr>
</tbody>
</table>

Bookbinding 11

Continuation of Course I, together with the more technical processes of forwarding and finishing, binding and rebinding.  

Second Term

<table>
<thead>
<tr>
<th>Time</th>
<th>Day</th>
<th>Room</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>9.25, 1.55, 205</td>
<td>T.Th.</td>
<td>R. 101 M.A.</td>
<td>Miss Whitice</td>
</tr>
</tbody>
</table>
Bookbinding 12  
Course and hours to be arranged with instructor.

**Third Term**  
12.55 M.W.F. R. 101 M.A. Miss Whitice

Leather Craft 10  
Decoration of leather by means of tooling, modeling, incising, inlaying and coloring, and making up articles.  
*Three hours.*

**First Term**  
12.55 M.W.F. R. 101 M.A. Miss Whitice  
2.05 W. R. 101 M.A. Miss Whitice

Leather Craft 11  
Continuation of Course 10, together with much more difficult constructions in the making of purses, billbooks, etc.  
*Three hours.*

**Third Term**  
9.25 M.W.F. R. 101 M.A. Miss Whitice

Metal Craft 10  
Processes of raising, saw-piercing, etching, soldering, repoussé work, and enameling.  
*Three hours.*

**Second Term**  
12.55 M.W.F. R. 107 M.A. Miss Whitice  
2.05 W. R. 107 M.A. Miss Whitice

Metal Craft 11  
Continuation of Course 10, together with chain making, stone setting, and leaded glass work.  
*Three hours.*

**Third Term**  
12.55, 2.05 M.W.F. R. 107 M.A. Miss Whitice

Pottery I  
Modeling and hand-built pottery. Emphasis is laid upon the study of form, design, decoration, and technique.  
*Three hours.*

**Second Term**  
9.25, 10.35 T.Th. R. 102 M.A. Miss Richardson

Pottery II  
Continuation of Course I, together with casting, throwing, glazing, and firing.  
*Three hours.*

**First Term**  
12.55 M.W.F. R. 102 M.A. Miss Richardson  
2.05 W. R. 102 M.A. Miss Richardson

Pottery III  
Course and hours to be arranged with instructor.
Textiles I
The study and handling of textile fibers and fabrics. Cloth making with two pedal looms, also comprehensive work in surface enrichment of textiles through the use of liquid color and new threads.  

Second Term
4.25 W.F. R. 108 M.A. Miss Swainson

Textiles II
Textile designing, and more extensive pattern weaving.  

Textiles III
Course and hours to be arranged with instructor.

Instrumental Drawing

Mechanical Drawing 10
Working drawings and lettering.  
First Term
8.15 M.W.F. R. 201 M.A. Mr. Angier
9.25 M.W.F. R. 202 M.A. Mr. Mansfield

Mechanical Drawing 11
Orthographic projection.  
Second Term
8.15 M.W.F. R. 201 M.A. Mr. Angier
9.25 M.W.F. R. 202 M.A. Mr. Mansfield

Mechanical Drawing 12
Orthographic projection continued, and a brief treatment of isometric and cabinet projection.  
Third Term
8.15 M.T.W.F. R. 201 M.A. Mr. Angier
9.25 M.T.W.F. R. 202 M.A. Mr. Mansfield

Architectural Drawing 10  
or  
Machine Drawing 10  
First Term
9.25 M.T.W.F. R. 202 M.A. Mr. Mansfield

Architectural Drawing 11  
or  
Machine Drawing 11  
Second Term
9.25 M.T.W.T. R. 202 M.A. Mr. Mansfield

Architectural Drawing 12  
or  
Machine Drawing 12  
Third Term
9.25 M.T.W.T. R. 202 M.A. Mr. Mansfield
Woodwork 10
Beginning bench work consists of work in soft and hard wood, the correct use and proper care of the common woodworking tools, and the application of stains and other finishes. Five hours.

First Term
12.45, 1.55 R. 106 M.A. Mr. Angier

Woodwork 11
Cabinet and furniture design and construction. Five hours.

Second Term
12.45, 1.55 R. 106 M.A. Mr. Angier

Woodwork 12
Elementary problems in bench work and finishing. Methods of teaching woodwork. Five hours.

Third Term
12.45, 1.55 R. 106 M.A. Mr. Angier

Pattern Making 10
The work includes the use of woodworking machinery, making of wood patterns, core boxes, and molding. Five hours.

First Term
12.45, 1.55 R. 105 M.A.

Pattern Making 11
Continuation of preceding course. Five hours.

Second Term
12.45, 1.55 R. 105 M.A.

Pattern Making 12
Continuation of preceding course. Five hours.

Third Term
12.45, 1.55 R. 105 M.A.

Building Construction
Covers work in wood, plaster, concrete, brick, and iron. Five hours.

Metal-Working Courses
Forge Practice I
Includes the forging and welding of iron and steel, hardening and tempering. Oxy-acetylene welding. Five hours.

First Term
12.45, 1.45 R. 107 M.A. Mr. Mansfield
Forge Practice II
Continuation of preceding course.  
**Second Term**  
12.45, 1.45 R. 107 M.A.  Mr. Mansfield

Forge Practice III
Continuation of preceding course.  
**Third Term**  
12.45, 1.45 R. 107 M.A.  Mr. Mansfield

Foundry Practice I
The work includes molding, core making, and cupola practice.  
**First Term**  
12.45, 1.45 R. 109 M.A.

Foundry Practice II
Continuation of preceding course.  
**Second Term**  
12.45, 1.45 R. 109 M.A.

Foundry Practice III
Continuation of preceding course.  
**Third Term**  
12.45, 1.45 R. 109 M.A.

Machine Shop Practice I
Standard processes of machine shop practice, tool making, and machine construction.  
**First Term**  
12.45, 1.45 R. 108 M.A.  Mr. Mansfield

Machine Shop Practice II
Continuation of preceding course.  
**Second Term**  
12.45, 1.45 R. 108 M.A.  Mr. Mansfield

Machine Shop Practice III
Continuation of preceding course.  
Additional shop work to be arranged for with instructor.  
**Third Term**  
12.45, 1.45 R. 108 M.A.  Mr. Mansfield
THE SCHOOL OF MUSIC
Courses in Music for the Training of Directors, Supervisors, and Department Teachers of Music, Leading to General Professional and Elementary Music Diplomas

<table>
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<th>Departmental</th>
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**FIRST YEAR**

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<tr>
<td>Ear Training I (L1)</td>
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<td>Harmony I</td>
<td>3</td>
<td>Teaching 10</td>
<td>5</td>
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<tr>
<td>Voice I</td>
<td>1</td>
<td>Chorus Conducting I (L1)</td>
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<td>History and Appreciation I</td>
<td>3</td>
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<tr>
<td>Psychology I</td>
<td>3</td>
<td>Music Education I</td>
<td>3</td>
<td>Chorus Conducting IV</td>
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<td>Physical Education I</td>
<td>2</td>
<td>Music Observation (L2)</td>
<td>3</td>
<td>Form and Analysis I</td>
<td>2</td>
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<tr>
<td>Science I</td>
<td>3</td>
<td>Voice IV</td>
<td>1</td>
<td>Sociology I</td>
<td>2</td>
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<tr>
<td>Education I</td>
<td>3</td>
<td>Teaching II</td>
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<td>Geography 1</td>
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<td>Library Methods</td>
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**SECOND YEAR**

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<tbody>
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<td>Ear Training II (L2)</td>
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<td>Teaching 11</td>
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<tr>
<td>Voice II</td>
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<td>Chorus Conducting II</td>
<td>1</td>
<td>History and Appreciation II</td>
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<tr>
<td>Psychology 2</td>
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<td>Music Education II</td>
<td>3</td>
<td>Chorus Conducting V</td>
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<td>Physical Education II</td>
<td>2</td>
<td>Voice V</td>
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<td>Sociology II</td>
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<td>Mathematics 2</td>
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<td>Reading I</td>
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<td>Geography 3</td>
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<td>Handwork I</td>
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<td>Art 2</td>
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<td><strong>Total</strong></td>
<td>17</td>
<td><strong>Total</strong></td>
<td>18</td>
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*Notes:*
- Hours are actual hours of study.
- The course structure is divided into terms for clarity.
A three-year course in Music, leading to the elementary certificate in Music, is also offered. It is identical with the course outlined above, except that instead of the 53 units of basals required, the student may choose an equal number of units of elective work.
Music 1
A course in one-part music reading planned for students who have been unable to meet the Normal School entrance requirements of the State Board of Education.
*First and Second Terms*
2.05 T.Th. R. 109 F.A. Miss Blewett

Music 2
*Third Term*
2.02 T.Th. R. 105 F.A. Miss Barnhart

Music 10
A study of the music material for the first six grades: and outline of the psychology of music as a basis of the method used: the application of method in a series of observation lessons in the Training School; the formulation of this method; the use of prescribed objective tests with the classes of student teachers; and some work in testing results in the Training School.
*Every Term*
2.05 T.Th. R. 105 F.A. Miss Barnhart

Music 11: Ear Training
(a) One-part melodic dictation.
*First Term*
8.15 M.W.F. R. 105 F.A. Miss Barnhart
(b) Two-part melodic dictation.
*Second Term*
8.15 M.W.F. R. 105 F.A. Miss Barnhart
(c) Three-part melodic dictation. Chord analysis.
*Third Term*
8.15 M.W.F. R. 105 F.A. Miss Barnhart
Two hours a week practice work for each term.

Music 12: Voice
The proper use of the voice, including proper breath control, and tone placement. Repertory.
*Every Term*
T.F. R. 101 F.A. Mrs. Vaughn
Hours by individual assignment.
Music 13: Harmony

(a) Study of intervals, triads and their inversions, the dominant seventh chord. Harmonization of melodies and chord analysis.

First Term
8.15  M.W.F.  R. 109 F.A.  Miss Blewett

(b) Chord relation in cadence, different species of seventh and ninth chords. Harmonization of melodies. Modulation.

Second Term
8.15  M.W.F.  R. 109 F.A.  Miss Blewett


Third Term
8.15  M.W.F.  R. 109 F.A.  Miss Blewett

(d) Study of harmony texts and an analysis of methods adopted.

Third Term
8.15  T.Th.  R. 109 F.A.  Miss Blewett

Music 14: Composition

(a) Original exercises in the development of the motive, phrase, period form, two-part form, three-part form, three-part song form with trio.

First Term
8.15  T.Th.  R. 109 F.A.  Miss Blewett

(b) Continuation of course (a).

Second Term
8.15  T.Th.  R. 109 F.A.  Miss Blewett

(c) Continuation of course (b).

Third Term
8.15  T.Th.  R. 109 F.A.  Miss Blewett

Chorus Conducting

Six terms required. Observation of chorus practice. The use of the baton.

Every Term
12.45  T.Th.  R. 109 F.A.  Miss Blewett

Chorus Conducting (Secondary)

Observation of high school chorus practice. Use of the baton with high school chorus.

Every Term
Individual assignment. Miss Wright
Music 15: Music Education

A study of schoolroom problems in the light of principles developed in the Department of Education. The adaptation of material to elementary grades.

(a) A study of the period of learning through imitation (first, second, third grades).

*First Term*
9.25 M.T.W. R. 103 F.A. Miss Wright

(b) A study of the period of learning through the association of the song and its symbology (third, fourth, fifth grades).

*Second Term*
9.25 M.T.W. R. 103 F.A. Miss Wright

(c) A study of the adolescent period.

*Third Term*
9.25 M.T.W. R. 103 F.A. Miss Wright

(d) A study of the plan of organization of high school music subjects and their relation.

Classes to be announced later. Miss Wright.

Music 16: Music Observation

Observation of daily music lessons in all grades conducted by special music teachers.

Music 17: Music Teaching

(a) First or second grade.

(b) Third or fourth grade.

(c) Fifth or sixth grade.

(d) Elective. Intermediate.

(e, f, g) Secondary. High school teaching.

All Music 17 courses every term, 9.25, room assigned. Miss Wright.

Music 18: Music History and Appreciation

(a) The development of vocal counter-point and monophony. Programs illustrating the different periods.

*First Term*
10.35 M.W.F. R. 105 F.A. Miss Barnhart

(b) Development of music through the classic and romantic periods illustrated by programs.

*Second Term*
10.35 M.W.F. R. 105 F.A. Miss Barnhart

(c) Early tenth century and modern periods illustrated by programs.

*Third Term*
10.35 M.W.F. R. 105 F.A. Miss Barnhart

(d) Modern Music.

*Third Term*
11.45 F. R. 105 F.A. Miss Barnhart
Music 19: Form and Analysis

(a) A study of the formal design of the simple song forms and methods of structural treatment.

First Term
10.35 T.Th. R. 105 F.A. Miss Barnhart

(b) Continuation of simple song form, song form with trio, variation form.

Second Term
10.35 T.Th. R. 105 F.A. Miss Barnhart

(c) Rondo and Sonata Allegro forms.

Third Term
10.35 T.Th. R. 105 F.A. Miss Barnhart

Secondary Observation
A course in directed observation of the presentation of high school music subjects under skilled teachers.

Every Term

Secondary Teaching
The presentation of music subjects to high school students under the direction of class teachers in Los Angeles high schools, articulating with Music Education (d).
# SCHOOL OF PHYSICAL EDUCATION

## A. Three-Year Course for General Professional and Elementary Physical Education Diplomas

<table>
<thead>
<tr>
<th>Departmental (including teaching)</th>
<th>75 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basals</td>
<td>47 hours</td>
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<tr>
<td>Professional</td>
<td>21 hours</td>
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<tr>
<td>Practice Teaching</td>
<td>10 hours</td>
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</table>

**Total** 153 hours

### First Year

<table>
<thead>
<tr>
<th>First Term</th>
<th>Hours</th>
<th>Second Term</th>
<th>Hours</th>
<th>Third Term</th>
<th>Hours</th>
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<tbody>
<tr>
<td><strong>First Term</strong></td>
<td></td>
<td><strong>Second Term</strong></td>
<td></td>
<td><strong>Third Term</strong></td>
<td></td>
</tr>
<tr>
<td>Education 10</td>
<td>2</td>
<td>Mathematics 10</td>
<td>3</td>
<td>Sociology 11</td>
<td>3</td>
</tr>
<tr>
<td>English 10</td>
<td>3</td>
<td>Sociology 10</td>
<td>2</td>
<td>Mathematics 11</td>
<td>2</td>
</tr>
<tr>
<td>Science 10 (Nature Study)</td>
<td>3</td>
<td>English 11</td>
<td>3</td>
<td>Physiology 11</td>
<td>4</td>
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<tr>
<td>Penmanship</td>
<td>3</td>
<td>History 11</td>
<td>2</td>
<td>The Physical Examination</td>
<td>4</td>
</tr>
<tr>
<td>Spelling and Library Methods</td>
<td>1</td>
<td>Theory 12</td>
<td>3</td>
<td>Athletic Activities 12</td>
<td>6</td>
</tr>
<tr>
<td>Anatomy 10</td>
<td>2</td>
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<td>3</td>
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<tr>
<td>Practice 10</td>
<td>3</td>
<td></td>
<td>1</td>
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<td><strong>Total</strong></td>
<td>16½</td>
<td></td>
<td></td>
<td></td>
<td>18½</td>
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### Second Term

<table>
<thead>
<tr>
<th>First Term</th>
<th>Hours</th>
<th>Second Term</th>
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<tbody>
<tr>
<td>Psychology 10</td>
<td>3</td>
<td>Psychology 11</td>
<td>3</td>
<td>Education 11</td>
<td>3</td>
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<tr>
<td>Biology 10</td>
<td>1</td>
<td>Science 11 (Physical Education)</td>
<td>3</td>
<td>Art 10</td>
<td>3</td>
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<tr>
<td>Geography 10</td>
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<td>Personal Hygiene</td>
<td>3</td>
<td>Nature and Function of Play</td>
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<tr>
<td>Music 10</td>
<td>3</td>
<td>Aesthetic Dancing 10</td>
<td>2</td>
<td>Emergencies</td>
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<tr>
<td>Anatomy 11</td>
<td>5</td>
<td>Practice 12</td>
<td>3</td>
<td>Folk Dancing 11</td>
<td>2</td>
</tr>
<tr>
<td>Theory 10</td>
<td>3</td>
<td>Teaching 10</td>
<td>5</td>
<td>Practice 12</td>
<td>3</td>
</tr>
<tr>
<td>Practice 11</td>
<td>3</td>
<td></td>
<td></td>
<td>Teaching 11 (Physical Education)</td>
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<td>16½</td>
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<td>Third Term</td>
<td>Third Term</td>
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<td>------------</td>
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<tr>
<td>History 10</td>
<td>Health 12</td>
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<td>Reading 10</td>
<td>Domestic Science or Manual Training 12</td>
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<tr>
<td>Theory 12</td>
<td>Physical Education 12</td>
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<tr>
<td>Practice 12</td>
<td>Teaching 12 (Physical Education)</td>
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**Third Term**

<table>
<thead>
<tr>
<th>History 10</th>
<th>Health 11</th>
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<tbody>
<tr>
<td>Reading 10</td>
<td>Domestic Science or Manual Training 11</td>
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<tr>
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<td>Physical Education 11</td>
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<tr>
<td>Practice 11</td>
<td>Teaching 11 (Physical Education)</td>
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**B. A. Three-Year Course for the Elementary Physical Education Diploma**

<table>
<thead>
<tr>
<th>Required:</th>
<th>Departmental</th>
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<tbody>
<tr>
<td></td>
<td>Professional</td>
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<td>Prescribed</td>
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<tr>
<td></td>
<td>Electives</td>
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</tbody>
</table>

**Total**

22 hours

**C. A. Four-Year Course for the Secondary Physical Education Diploma**

<table>
<thead>
<tr>
<th>Required (in addition to A and B):</th>
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<tbody>
<tr>
<td>Departmental, including Practice Teaching</td>
</tr>
<tr>
<td>Electives</td>
</tr>
</tbody>
</table>

**Total**

39 hours

**Total**

51 hours
Anatomy 10 (Biology 13)
Study of bones and joints. 
First Term
11.45 M.W.F. R. Miss Atsatt

Anatomy 11 (Biology 14)
Study of muscles; dissection.
Second Term
9.25 M. Miss Atsatt
8.15, 9.25 T.Th. Lab. Miss Atsatt

Anatomy 12 (Biology 15)
Description and dissection of the organs of digestion, circulation, respiration, excretion, reproduction, coordination: 1 recitation; 2 laboratory.
Third Term
9.25 M. Miss Atsatt
8.15, 9.25 Th. Miss Atsatt

Physiology 10 (Biology 10)
(Prescribed for students of Physical Education.)
Physiology of circulation, digestive, respiration, excretion.
Prerequisites, Physics, Chemistry and Anatomy. Offered 1919-20.
Three hours.

Physiology 11
Continuation of Physiology 10. Emphasis on the physiology of exercise and its effect on the functions of the body. Offered 1919-20: 2 recitation; 2 laboratory.
Three hours.

Kinesiology
The science of bodily movements. The mechanics of muscular activity in relation to the problems of bodily development and efficiency.
Prerequisite, Anatomy 10, 11.
Three hours.
Second Term
9.25 M.W.F. Mrs. Wallace
Histology
The course embraces the technique of the preparation of tissue for histological study.
The histological structure of the cell.
Classification of tissue.
Study of blood.
A general study of the types of tissue which form the animal organism.

Three hours.

Bacteriology
The course embraces a brief outline of the physiological functions as applied to the lower forms of life.
Methods of growth and cultural characteristics of the more common organisms pathogenic to man.
Classification of bacteria.
The effect on the human organism of the invasion of microorganisms.
Immunity and how produced.

Three hours.

Symptomatology
Etiology, symptomatology and diagnosis of common diseases.

Second Term
9:25  M.W.F.  Dr. Gray

Personal Hygiene
Establishing habits of efficient living.

Child Development 10
Growth and development of the child; methods in the control of growth handicaps; study of posture; postural training and tests: 1 recitation; 2 laboratory.

Two hours.

First Term
10:35  M.W.F.  Miss Grunewald
Child Development 11
Study of lateral and anteroposterior deviations of the spine, weak and flat feet, etc.; application of exercise and massage to these conditions: 1 recitation; 2 laboratory. Two hours.

Second Term
11.45 M.W.F. Miss Grunewald

The Physical Examination
Methods of determining physical fitness; anthropometry; assisting in the physical examinations and in developmental and remedial work prescribed for students: 4 laboratory. Two hours.

First Term Miss Grunewald

Theory of Physical Education 10
History of Physical Education; discussion of aims, value and scope of Physical Education based on the evolution of ideals and methods of the past. Three hours.

Third Term
8.15 M.W.F. Mrs. Wallace

Theory of Physical Education 11
General principles in leadership and teaching; methods and technique of teaching. Three hours.

First Term 9.25 M.W.F. Mrs. Wallace

Third Term
8.15 M.W.F. Mrs. Wallace

Theory of Physical Education 12
Character, selection, classification, arrangement and progression; principles of adaptation. Three hours.

Second Term
8.15 M.W.F. Mrs. Wallace

Nature and Function of Play
Offered 1919–20. Two hours.

Practice in Leadership and Teaching (2 lab.) One hour.

Second Term
8.15 T.Th. Mrs. Wallace

Practice Teaching I P. E. Three hours.
Practice Teaching II P. E. Five hours.
Practice Teaching III P. E. Five hours.
Theory of Physical Education 12
Character, selection, classification, arrangement and progression; principles of adaptation.  
Second Term  
8.15 M.W.F. Mrs. Wallace

Nature and Function of Play
Offered 1919-20.

Administration of Physical Education
Organization and management of activities on playground and in gymnasium.

Offered 1919-20.
Practice in Leadership and Teaching (2 lab.)
Second Term  
8.15 T.Th. Mrs. Wallace

Practice Teaching I P. E.
Three hours.

Practice Teaching II P. E.
Five hours.

Practice Teaching III P. E.
Five hours.

Norz.—Regulation suit and shoes required for all practice courses.

Practice 10 (3 lab.)
Marching; elementary gymnastics; dramatic activities.
First Term  
10.35 M.W.F. Miss Wooster

Practice 11 (3 lab.)
Marching; gymnastics; self-testing and hunting activities.
Second Term  
10.35 M.W.F. Miss Wooster

Practice 12 (3 lab.)
Continuation of Practice II, including military marching.
Third Term  
10.35 M.W.F. Miss Grunewald

Practice 13 (3 lab.)
Continuation of Practice 12.
Second Term  
9.25 M.W.F. Miss Wooster
Practice 14 (3 lab.)
One and one-half hours.
Continuation of Practice 13, including gymnastics with light apparatus and gymnastic dancing.
Offered 1919-20.

Athletic Activities 10 (3 lab.)
One and one-half hours.
Volley ball; bat ball; newcomb; 9 court basketball; long ball; track and field events.
First Term
8.15 M.W.F. Mrs. Wallace

Athletic Activities II (3 lab.)
One and one-half hours
Captain ball: handball; soccer; indoor baseball, etc.; track and field events.
Third Term
8.15 M.W.F. Miss Grunewald

Athletic Activities 12 (6 lab.)
Three hours.
Basketball; cricket; hockey; tennis; track and field events; practice in coaching and umpiring.
First Term
8.15 M.W.F. Miss Grunewald

Folk Dancing 1 (2 lab.)
One hour.
Simple peasant dances of the various countries.
Third Term
10.35 T.Th. Miss Wooster

Folk Dancing 2 (2 lab.)
One hour.
Characteristic and national dances of the various countries; relation of folk dancing to pageantry.
Offered 1919-20.

Aesthetic Dancing 1 (2 lab.)
One hour.
Analysis and progression; methods of teaching foundation steps; adaptation of steps to music; simple group and couple dances.
Second Term
9.25 T.Th. Mrs. Wallace

Aesthetic Dancing 2 (3 lab.)
One and one-half hours.
In this course the student is required to originate and teach dances.
Offered 1919-20.
SCHOOL OF PHYSICAL EDUCATION

COURSES REQUIRED OF STUDENTS OF THE GENERAL PROFESSIONAL SCHOOL

Physical Education 1
Required of all students who do not pass the entrance physical examination but are admitted as "approval pending."
Remedial or developmental work. Time and work prescribed.

First Term
10.35 T.Th. R. 104 G. Miss Grunewald
11.45 T.Th. R. 104 G. Miss Wooster
2.05 T.Th. R. 104 G. Miss Grunewald

Second Term
9.25 T.Th. R. 104 G. Miss Grunewald
10.35 T.Th. R. 104 G. Miss Grunewald

Third Term
10.35 T.Th. R. 104 G. Miss Grunewald

Physical Education 10
A course in marching, posture drills, dramatic, rhythmic and hunting activities; observation of methods of teaching; some opportunity for squad leadership.
Discussion on efficient living; practical application of personal hygiene; postural training.
Two hours.

First Term
8.15 T.Th. R. 103 G. Mrs. Wallace
10.35 T.Th. R. 103 G. Miss Kells
11.45 M.W. R. 103 G. Miss Wooster
4.15 T.Th. R. 103 G. Miss Wooster

Second Term
8.15 T.Th. R. 103 G. Miss Grunewald
3.15 M.W. R. 103 G. Miss Wooster
3.15 T.Th. R. 103 G. Miss Wooster

Third Term
9.25 M.W. R. 103 G. Miss Wooster
12.55 T.Th. R. 103 G. Miss Grunewald
2.05 T.Th. R. 103 G. Miss Wooster

Physical Education 11
Continuation of Physical Education 10, substituting developmental drills for posture drills.
Aims and value of Physical Education; methods and technique; practice teaching.

First Term
9.25 T.Th. R. 103 G. Miss Wooster
11.45 T.Th. R. 103 G. Mrs. Wallace
12.55 T.Th. R. 103 G. Miss Grunewald
2.05 T.Th. R. 103 G. Miss Wooster
Second Term
10.35 T.Th. R. 103 G.  Miss Kells
12.55 T.Th. R. 103 G.  Miss Wooster
4.15 T.Th. R. 103 G.  Miss Wooster

Third Term
9.25 T.Th. R. 103 G.  Miss Wooster
11.45 M.W. R. 103 G.  Miss Wooster
11.45 T.Th. R. 103 G.  Mrs. Wallace
2.05 T.Th. Playground Miss Grunewald

Physical Education 12
Drills for between class relief periods; athletic activities, track and field events.
Nature and function of play; advice in leadership and management of playground activities; practice teaching.

First Term
8.15 T.Th. Playground Miss Grunewald
9.25 T.Th. Playground Mrs. Wallace
10.35 T.Th. Playground Miss Wooster
3.15 T.Th. R. 103 G. Miss Wooster

Second Term
11.45 T.Th. R. 103 G. Miss Grunewald
2.05 T.Th. R. 103 G. Miss Grunewald

Third Term
8.15 T.Th. R. 103 G. Mrs. Wallace
10.35 T.Th. Playground Miss Kells
11.45 T.Th. Playground Miss Wooster
3.15 T.Th. R. 103 G. Miss Wooster
4.15 T.Th. R. 103 G. Miss Wooster
LIST OF GRADUATES SINCE PUBLICATION OF LAST PRECEDING BULLETIN

Class of June 21, 1917

GENERAL PROFESSIONAL SCHOOL

Elsie M. Adams
Marian Adams
Edith Mary Adney
Helen Thompson Alexander
Belle H. Allen, A.B.
Lenore Allen
P. Lucile Ames
Lorna Allen Amy
Bessie Howard Anderson
Hilda Othelia Anderson
Elsie Elizabeth Angell
Emma Theresa Angholm
Amanda B. Appel
John Aseltine
Sadie C. Atherton
Leora Backus
Regina M. Bacon
Laurose M. Bailey
Russell Bailey
Gladys Marie Baker
Hannah Eastburn Baker
Ethel Oriana Bales
Margaret Abbie Ball
Pearl Zenobia Banta
Mary M. Lewis-Clark
Edna Cora Barker
Helen Carolyann Barkham
Florence Helen Barnard
Rena Barnett
Margaret Cecelia Barry
Helen Margaret Bayles
J. Helen Beamer, A.B.
Marion DeVoine Bemis
Emma Jean Benedict
Carrie Ellen Benton
Caudine E. Bercaw
Frances Joyce Berrey
Pauline C. Bilney
Harriet Blessing Bird
Mabel Blackstock
Leila Belle Blackwell
Angela Maria Boedighemer
Alice Muriel Bohna
Kathryn Bomberger
Margaret Marie Bomberger
Ruby Hazel Borland
C. Jeanette Bower
Cora R. Bower
Mildred Pearl Bravender
Catherine E. Brennan
Hazel Bretenon
Ethel May Brian
O. Jean Brittan
Ada Luella Brown
Jessie E. Brown
Leta Brown
Valeria B. Brown, B.L.
Yveta Marguerite Brown
Vega Amend Brugman
Marion M. Brumer
* Olga R. Bryant
Helen Gertrude Burke
Lillian Gladys Bush
Margaret Gray Cameron
Mary Elizabeth Carleton
Frances Hildagard Carlson
Mildred Carpenter
Goldie Mae Carroll
Pearl Mary Cawelti
Beulah Fern Chaffee
Ellen Miriam Chamberlin
Stella Virginia Chamberlin
Nellie Chells
Mayabelle Chamberlen
Edna Gertrude Chisman
Ora A. Chrisney
Margaret A. Clapp
Jane Clark
Kate K. Clark
Lorena M. Clark
Carolyn Ruth Close
Alice B. Clothier
Helen May Coey
Helen R. Coffman
Anna Marie Cole
Bernice Cole
Margaret M. Coleman
Ora Zara Collins
Dorothy Jeanne Colville
Theresa A. Conflaig
Alice Winifred Cook
Helen Mary Cornell
Gladys Marie Cottrell
Edwina Byson Coulter
Ella Lillard Cowles
Alice Minerva Crawford
Bess Cremer
Marjorie Mary Curtis
Clara Brooks Daggett
Ruby E. Daggett
Althild V. Dahlberg
Margaret Adele Dalton
Minnie Dorley Daly
Arvilla Thorp D’Amato
Sarah P. Daniels, A.B.
Evelyn Phyllis Dart
Christine Davis
Ruth Ethel Davis
Martha Matilda Deniel
Ada E. Deutsch
Mary Alice Devin
Ranita Dippo
O. Hortense Dolloff
Gertrude M. Doran
Millson William Downs
Vincenta Doyle
Elsa M. Drew
Eimer Judson Dungan
Margaret Durfy, A.B.
Ines Hattie Durnford
Sara Carleton Eastman
M. Kathleen Edwards
Martha Ehlers
Mary Evalena Ely
Madeleine Epstein
Winifred R. Erdman
Olivia Esterbrook
Vernon D. Everett
Dorothy Mae Fargo
Mary Agnes Feen
Anne M. Ferguson
Evelyn Finney
Eva D. Fisher
Mary Gray Fitz-Gerald
Ida S. Fletcher
Abba O. Flint
Harriett C. Ford
Edna E. Gannon
Rena May Gannon
Alta Elizabeth Gaynor
Leslie Gaynor
Beulah Gentry
Florence Ruth Geary
Elsie Mary Gernich
Iva Estelle Gerry
Carrie Louise Gilbert
Ethel Pearl Gilmore
Marguerite Gilmore
J. Esther Gleason
Florence Marie Godber
Edith L. Godsmark
Henrietta Henriksen Goode
Dorothy Rachel Goodrich
Edmond D. Gordon
Lillian G. Gordon
Lillian Ross Gordon
Alice T. Gosewisch
Agnes M. Goudge
Florence MacKenzie Grant

* For explanation of the numerals following certain names in this list see footnotes, page 112.
GENERAL PROFESSIONAL SCHOOL—Continued.

Alice Lucille Gregg  Arthur Kulzer  Marguerite Morrison Murray
Grace Grenage  Frances Veniard Lake  M. Edrys Nagle
Nina Elberta Gridley  Bernice B. Lane  Alberta Ruth Neher
Heber A. Grindley  Edith Vivian Lane  Alida E. Nelfert
Grace Evaline Grip  Hazel B. Langendorfer  Edwina Nelson
Ruth G. Grouard  Hazel Eva La Pierre  James L. Nelson
Gladys Lucile Guthrie  Bertha Maria Larson  Carmen Caroline Neukom
Addie Camelia Haas  Myrtle La Touche  Creta French Nichols
Pearl M. Hansbrough  Helen R. Leachman  Viola B. Nichols
Philippi H. Harding  Charlotte Idalia Lee  Lilian Grigby-Nicholson, A.B.
Jessie A. Harper  Stella Lovetta Lee  
Veria True Hart  Edith Virginia LeGrand  
Helen Frances Hathaway  Maude Irene Leininger  Frances Nofsiger
Katherine Abigail Hegeman  Frances Ruth Lieber  Marie Helen O'Connor
Lea May Heil  Nellie Margaret Lierly  Ruth O'neal
Hazel Catherine Hempel  Verona Cecilia Lightfoot  Anna Catherine Ormsby, B.O.
Myrtle H. Hess  Edith Barbara Lillington  
Florence Elizabeth Hicks  Erma E. Lindesmith  Helen Marilla Otis
Lillian Jane Higgins  Helen M. Linn  Louise Marcia Palmer
Helen Mary Hilt  Mary Ellen Lisle  Mamie Alison Parkhurst
Violet E. Hinton  Effie E. Littell  Grace A. Parsons
Florence Holzheld  Anna Hazel Logan¹  Zelle Partridge
Emma E. Horn  Helen R. Logan  Mary Helene Paulson
Florence Mary Houston  Belyn E. Lopes  Edith K. Peet
Callabeth Houx  Marcia Lowe  Elsie M. Peet
Mary C. Howeth  Margaret I. Lowery  Mildred Beatrice Peifer
Ella C. Howey  Minnie Emalino Lund  Carla Petersen
Oahlee Genevieve Hubbard  Florence Edna McAllister  Mabel K. Petersen
Evelyn Annette Hubbert  Frances McAllister  Ellen Mary Philp
Alice Hazel Hull  Rebecca M. McClean  Lola Agnes Pickenbach
Margaret Marsee Apling Hull  Mary L. McComb  Myrtle Gladys Pine
Grace Humphries  Adah D. McCorkle  Nora Ellen Porter
Gertrude Hazel Hungate  Annie Grace McCunn  Persis Bach Porter
Lucile Wagner Hunter  Dorothy McKee  Anne Bertina Pratt
Ruth G. H. M. Ike  Paulyne Guthrie McKinney  Mary Agnes Prowse
Elizabeth Mary Jacques  Marion E. McLauchlin  Lillian Puckett
Roy Walter James  Agnes Nicholson McLaughlin  Margaret Helen Purcell
Isabel Jayne  Margaret Helen Purcell  
Jeanette Irene Jenkins  Ethel Clara McMullen  Mary Margaret Ragsdale
Olivia Jewell  Neil Hilywood Maclay  Harriette Randolph
Evelyn Adele Johnson  Lucille Ellouise Mann  Ruth Rawlings
Louise Caroline Johnson  Cynthia Marian  Anna Frances Rebhausen
Louise H. Johnson  Irene Ada Martin¹  Edythe L. Record
Margaret Johnston  Jessie L. Marvin  Katherine Marie Reed
Addys Mary Jones  Lillian W. Maxwell  Marie Kendall
Addy Mary Jones  Bessie Meade  Maude Estelle Rich
Frieda Ottalia Kaiser  Sarah J. Merritt¹  Marian Richardson Richards
Alice Ferne Kassid  Lyndell Michener  Mary McCall Richardson
Dorothy Hill Keeler¹  Gertrude Miller  Alice Bennett Riedell
Joseph L. Kendall  Pauline Miller  Ella Louise Riese
May Kerfoot  Ruth Jeanette Misch  Minnie Rose Rikind
Elmer R. King  Oradell Moehlenrich  Gertrude Hazel Ritter
Helen Grace King  Jessie Elizabeth Montgomery  Helen Agnes Roberts
Isabel Mae King  Bessie H. Morey  Beverly Robinson
Adda Baker Jones  Aleen Morrison  Pauline Sallyen Robinson
Addys Mary Jones  Elizabeth Morrison  Goldie M. Rogers
Frieda Ottalia Kaiser  Elma Menette Mottas  Lucael A. Root
Alice Ferne Kassid  Grace Eleanor Mungen  Dorothy Rosenquist
Dorothy Hill Keeler¹  Hettie I. Murdy  Esther H. Rubinfire
Joseph L. Kendall  Grace Humphries  Merle Rugg
GENERAL PROFESSIONAL SCHOOL—Continued.

Treva Margaret Russell
Mary Eleanor Rutherford
Mollie Rykoff
Phoebe Elizabeth Sanford
Catherine Annabel Sargent
Edith May Sarch
Gertrude Dorothy Schnefel
Anna Louise Schwaberow
Ethel E. Schweissinger
Fredelle Alberta Sexton
Ruth Mae Shaver
Adelaide Simpson
Winnie Sinclair
Eula Smith
Gladys C. Smith
Ida Pearl Smith
Julia Smith
Sarah Annita Smith
Emily Theresa Souter
Alice Eddins Spencer
Myrtle Spencer
Grace Margaret Stanton
Katherine Stein, A.B.
Mildred Stone
Rena Stone
Edna Marie Stuart
Leila E. Sweet
Emma B. Swindell

Evelyn Tanner
Edith Mary Taylor
Moseelle Elson Taylor
Florence Rebecca Teague
Emily Norma Temby
Lois Thompson
Ruth Frances Thompson
Eva Throckmorton
Marie E. Tilden
Maude Virginia Towne
Alice Celestine Toy
Mildred M. Travis
Marie Helen Trocksell
Dora Christina Trueslen
Ethelwyn Tucker
Marion Lucella Tucker
Nellie Frances Tucker
Isabel Leslie Turnbull
Ella Bernice Turner
Helen Emma Ulrich
Rose Lucie Verges
Madaline E. Wadsworth
Elizabeth Allene Wagy
Grace Gladys Walker
Jane Marie Walters
Helen Fannie Ward
Stella Ward
Edith Watanen

Helen Clare Watson
Etna Bell Wattles
Gertrude A. Weed
Edith Mary Wellbourn
Florence E. Welcher
Edwina C. Well
Bernice Wellman
Frieda Marie Werner
Azalia Horton Wescott
Hazel West
Florence Marian Wheeler
Beatrice Louise White
Hazel Maude White
Emma Wickersheim
Hortense E. Wiebers
Mary Josephine Wiener
Vera L. Wiggs
Dora E. Wilcox
Dorothy Hollingsworth
Williams
Elinor Randall Williams
Glee Carter Williams
Mary Clinton Willoughby
Mary Elizabeth Winfrey
Ilo Alberta Winters
Wilford Harold Woody
Rachel Wylie
Rebecca Zeiger

SCHOOL OF COMMERCIAL TRAINING

SECONDARY

Ava Gail Clarke
Mary Carolyn Gard, A.B.
Grace Grenage

Clara M. Jones
James Seely Mullen, A.B., B.S.

Lydia Parkwood
Maude Estelle Rich
Esther Rubinfre

ELEMENTARY

Monna May Arbogast
O. Jean Brittan
Eugene L. Caukin

Vernon D. Everett
Dorothy Gladys Harris
Elzie L. Hasson

Mary Elizabeth McGovern
Clara Amanda Roesiter

SCHOOL OF FINE ARTS

SECONDARY

Annita Delano

ELEMENTARY

Florence Barlo
Grace Margaret Brainard
Francis Grant
Sidney Keating Grant
Isabelle Clare Harvey
Jessie Gibson Layne

Beulah J. Marker
Irene McLean
Evelyn Mondon
Lula Reinhard
Henrietta Adelaide Stafford
Norma Marie Steeb

Lillian Tremearne Stevens
Maude Virginia Towne
Florence Marian Wheeler
Marjorie Yates
## SCHOOL OF HOME ECONOMICS

### SECONDARY

- Ina Ruth Burnell, B.S.
- Mae Cleveland, Pd.B.
- Julia E. Miller
- Mabel G. Nisbet

### ELEMENTARY

- Helen Bacon
- Helen Carolynn Barkham
- Helen Margaret Baylies
- Pauline C. Bilney
- Mary Alice Devin
- Gertrude M. Doran
- Ida S. Fletcher
- Carrie Louise Gilbert
- Jeannette Irene Jenkins
- Hazel B. Langendorfer
- Helen R. Logan
- Marcia Lowe
- Florence Edna McAllister
- Frances McAllister
- Adah D. McCorkle
- Pauline Guthrie McKinney
- Cynthia Marlar
- Mabel G. Nisbet

## SCHOOL OF KINDERGARTEN TRAINING

- Dorothy B. Anderson
- Josephine Anderson
- Ruth Barton
- Alice R. Bice
- Marguerite Burch
- Helen Louise Canning
- Elieenora Carle
- May Walton Colyer
- Jeannette Dale
- Marguerite Dumm
- Lois Emma Duncan
- Mary Lucille Gillespie
- Veva Emma Hadley
- Molly Healy
- Marian Louise Hollingshead
- Lillian Edith Hurley
- Lulu Marie Jenkins
- Ione Kirk
- Florence Lewis
- Dolores Martin
- Elizabeth Katherine Miller
- Malita G. Moore
- Helen F. Myers
- Dorothy Marie Newcomb
- Marjorie Evelyn Perkins
- Lucille Rausch
- Mary Bradstreet Reed
- Helen Dudley Sargent
- Helen Margaret Seay
- Ethel Sharpe
- Geno Lucile Stokoe
- Carroll Tufts
- Ruth Eleanor Willden
- Helen Thorne Woodruff

## SCHOOL OF MANUAL ARTS

### SECONDARY

- Charles W. Hart
- L. Lenore Judkins
- Wallace Robert
- McJohnston
- Earl M. Van Aken

### ELEMENTARY

- Fern Arlene Anderson
- Marian F. Boothe
- Royal L. Hager
- Monima Jane Hotzell
- Ellis C. Howe
- Frieda Ottilia Kaiser
- Emil Lamar
- Lina Elizabeth Myers

## SCHOOL OF MUSIC

### SECONDARY

- Mary Ellen Boland
- Dorothy Rachel Goodrich
- Julia Gilmore Howell
- Anna Hazel Logan
- Lulu C. Parmley

### ELEMENTARY

- Lenore Allen
- Marion DeVoin Bemis
- Agnes Gertrude Chaddock
- Mary Helene Paulson
- Madaline E. Wadsworth
- Adelaide Bereman Walton
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Class of March 22, 1918

**GENERAL PROFESSIONAL SCHOOL**

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<td>Kora Gabrielle Kroger</td>
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<td>Mary Louise Kuelling</td>
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<tr>
<td>Beulah Elizabeth Dray</td>
<td>Blanche Lopresti</td>
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<td>Marie C. McGrann</td>
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<td>Aitha Content McIntyre</td>
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<td>Ruth Felts</td>
<td>Helen Margaret McKain</td>
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<td>Florence W. Finch, B.A.</td>
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<td>Margery Julia Garstang</td>
<td>Elizabeth Melshimer</td>
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<td>Francis Grant²</td>
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<td>Sidney Keating Grant²</td>
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<td>Irene Lucile Owen</td>
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<td>Gladys E. Paxton</td>
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<td>Alnora Feet</td>
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<td>G. Irving Raybold, B.S.</td>
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<td>Carrie Richardson</td>
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<td>Virginia Grace Ross</td>
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<td></td>
<td>Magdalene Oberly Scott</td>
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<td>Verona Spellmeyer</td>
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<td>Winifred Elisabeth Stoudt</td>
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<td>Stella E. Wittmer</td>
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**COMMERCIAL TRAINING**

<table>
<thead>
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<tbody>
<tr>
<td>Eva M. Allen²</td>
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<td>Waverly Rodecker</td>
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**SECONDARY**

**HOME ECONOMICS**

<table>
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<tr>
<td>Margaret Barlow²</td>
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<tr>
<td>Joy Dow²</td>
<td>Margaret Sweet Hookway, B.A.</td>
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<tr>
<td>Tayo Hasegawa²</td>
<td>Lois L. Nichols</td>
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<td>Geraldine McKnight²</td>
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<td>Willa M. Studebaker</td>
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**SPECIAL SCHOOLS**

**KINDERGARTEN TRAINING**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Bertha K. Bohmer</td>
<td>Mary Gwendolyn</td>
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<tr>
<td>Mary Frances Collins</td>
<td>Abraham³</td>
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<td>Margaret Sweet Hookway</td>
<td>Helen Sherwood Anderson³</td>
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<tr>
<td>B.A.</td>
<td>Willita I. Schreiber³</td>
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<td>Lois L. Nichols</td>
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**MANUAL ARTS**

<table>
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<tr>
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<tr>
<td>Emil Lamar³</td>
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**ELEMENTARY**

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<td>Abraham³</td>
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<td>Dona Ernestine Stokoe³</td>
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**PHYSICAL TRAINING**

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<td>Mildred Boyd Burns³-¹</td>
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<td>Bertha B. Wardell³-¹</td>
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**NUMBER OF GRADUATES SINCE ORGANIZATION**

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<td>1917, and March, 1918</td>
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Total: 7100
Graduated from two courses, counted twice: 289

Total, excluding those counted twice: 6811