

BULLETIN

OF THE

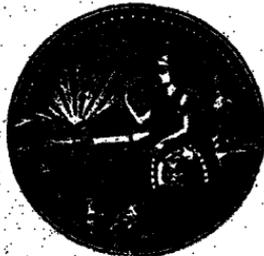
**Los Angeles
State Normal School**

1916-1917

AND

Announcements for 1917-1918

THIRTY-FIFTH YEAR



**CALIFORNIA STATE PRINTING OFFICE
SACRAMENTO
1917**

STATE NORMAL SCHOOL
LOS ANGELES, CALIFORNIA

Bulletin of Information

FOR 1917-1918



CALIFORNIA STATE PRINTING OFFICE
SACRAMENTO
1917

CALENDAR FOR 1917-1918

FIRST TERM

- 9.30 A.M. Saturday, September 8—General Faculty Meeting.
- 9.00 A.M. Monday, September 10—Preliminary registration of new students. See note below.
- 9.00 A.M. Tuesday, September 11—Opening of Training School.
- 9.00 A.M. Wednesday, September 12—Former students, except Juniors of the General Professional School, report for preliminary enrollment.
- 1.00 P.M. Wednesday, September 12—Juniors of the General Professional School, former students only, report for preliminary enrollment.
- 1.00 P.M. Thursday, September 13—Preliminary enrollment of new students.
- 8.05 A.M. Friday, September 14—Permanent enrollment of all students in classes.
- 8.05 A.M. Monday, September 17—Regular schedule of recitations.
General Assembly at 11.45 A.M.
- 3.00 P.M. Wednesday, November 28—Thanksgiving recess begins.
- 8.05 A.M. Monday, December 3—Class work resumed.
- 3.00 P.M. Friday, December 14—First term closes.

SECOND TERM

- 9.00 A.M. Wednesday, January 2, 1918—General Assembly, followed by enrollment in classes of former students and examinations of new students.
- 3.00 P.M. Friday, March 22—Term closes.

THIRD TERM

- 9.00 A.M. Monday, April 1—General Assembly, followed by enrollment of former students in classes and examinations of new students.
- 2.30 P.M. Thursday, June 20—Commencement.

NOTE.—Before the registration of any newly-entering student is complete, he is required to sustain a satisfactory health examination given by a school physician. For the first term, the physician will be on duty beginning 8 a.m. September 4, and will meet students at definitely appointed hours. For other terms, the physician will be on duty at nine o'clock on the opening days.

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

EDWIN T. EARL, Los Angeles - Term expires July 1, 1917

JAMES A. B. SCHERER, Pasadena - Term expires July 1, 1916

IRENE TAYLOR HEINEMAN, Los Angeles - - - -

- - - - - Term expires July 1, 1919

OFFICERS OF THE BOARD

RICHARD MELROSE - - - - - President

J. F. MILLSAUGH - - - - - Secretary

CHARLES L. WHITE - - - - - Assistant Secretary

EXECUTIVE COMMITTEE.

RICHARD MELROSE GEORGE I. COCHRAN

IRENE TAYLOR HEINEMAN

FACULTY

(Names, except the first, alphabetically arranged)

✓ JESSE F. MILLSPAUGH, A.M., M.D., *President* ✓

✓ EVA M. ALLEN ✓

Instructor in Commercial Subjects

✓ CARROLL W. ANCIER, A.B. ✓

Instructor in Manual Arts

✓ SARAH ATSATT, A.B., M.S. ✓

Instructor in Science

✓ MERRITT E. AUSTIN ✓

Director of School of Commercial Training

✓ 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 ✓

Instructor in Geography

✓ GLADYS BECKETT, B.S. ✓

Instructor in Home Economics

✓ EVA HAMILTON BERNAYS ✓

Assistant Supervisor of Practice Teaching

✓ ADA F. BLANCHARD ✓

Instructor in Manual Arts

✓ MYRTLE BLEWETT ✓

Instructor in Music

✓ WILHELMINA M. BROMMERS ✓

Training Teacher, First Grade

✓ ANNA PAMELA BROOKS, A.B., B.S. ✓

Instructor in Art

✓ R. R. CALKINS ✓

Instructor in Manual Arts

✓ *ETHEL CAMPBELL, B.L. ✓

Instructor in History

✓ MARGARET CAMPBELL, B.S. ✓

Training Teacher, Intermediate School

*Part of year.

STATE NORMAL SCHOOL, LOS ANGELES.

✓ 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

✓ THERESA Z. COGSWELL, A.B. ✓
Instructor in Reading

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

✓ **ESTHER CRAWFORD ✓
Instructor in Art

✓ FLORENCE CROSIER ✓
Instructor in Home Economics

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

*Acting Head of Department of Psychology and Education

✓ **OLIVE L. DAVIS, B.Pd. ✓
Training Teacher, Fifth Grade

✓ MILTON C. DRISKO ✓
Instructor in Mathematics

✓ HARRIET E. DUNN ✓
Secretary of the Faculty

✓ MAUD EVANS ✓
Instructor in Home Economics

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

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

✓ *ELLERY FRIEND ✓
Instructor in Art

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

✓ NELLIE HUNTINGTON GERE ✓
Director of School of Fine Arts

✓ SUSANNE GOUGH ✓
Instructor in Music

✓ BARBARA GREENWOOD ✓
Instructor in Kindergarten Training

*Part of year.

**Absent on leave.

STATE NORMAL SCHOOL, LOS ANGELES.

7

✓ LUCILE R. GRUNEWALD ✓
Acting Head of School of Physical Education

✓ FLORENCE HALLAM, A.B. ✓
Instructor in Chemistry and Home Economics

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

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

✓ *RUTH C. HOFFMAN ✓
Training Teacher, Fourth Grade

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

✓ ISABEL HULL, A.B. ✓
Instructor in Home Economics

✓ A. A. HUMMEL, 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, Seventh Grade

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

✓ BLANCHE KELLS ✓
Training Teacher, Physical Education

✓ **CHARLES W. KENT, B.S. ✓
Director of School of Manual Arts

✓ ELIZABETH E. KEPPIE ✓
Instructor in Reading

✓ AGNES M. KNIGHT ✓
Instructor in Kindergarten Training

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

✓ *B. E. LEWIS ✓
Instructor in Manual Arts

✓ HELEN C. MACKENZIE ✓
Training Teacher, Third Grade

✓ ARTHUR AMSDEN MACURDA, A.M. ✓
Instructor in Education

✓ HAROLD W. MANSFIELD ✓
**Acting Director of School of Manual Arts*

*Part of year.

**Absent on leave.

part of year.

Long...
Margaret McNamee
to teach Fourth grade

STATE NORMAL SCHOOL, LOS ANGELES.

ELIZABETH FRANCES MASCORD, A.M. ✓
Director of School of Kindergarten Training

HELEN E. MATTHEWSON ✓ ✓
Counselor of Women

MYRTA LISLE MCCLELLAN, B.S. ✓
Instructor in Geography

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

LOYE 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 and Assistant Supervisor of Practice Teaching

ALMA PATTERSON, A.M. ✓
Instructor in Education

LOUISE FREAR PINKNEY ✓
Instructor in Art

MARY BURNEY PORTER ✓
Supervisor of Teaching and Appointment Secretary

**CLARA M. PRESTON ✓
Training Teacher, Fourth Grade

EDITH M. PURDUM ✓
Instructor in English

W. E. REAVIS ✓
Instructor in Bookbinding

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

*NELLE V. ROBB ✓
Instructor in Manual Arts

EMMA J. ROBINSON ✓
Training Teacher, Sixth Grade

WILLIAM T. ROOT, JR., A.M. ✓
Instructor in Child Psychology

JOSEPHINE E. SEAMAN ✓
Instructor in English

***EVERETT SHEPARDSON, A.M. ✓
Supervisor of Practice Teaching

*Part of year.
 **Absent on leave.
 ***Deceased.

- ✓ GLENN M. SOOY ✓
Instructor in Physical Education
- ✓ KATHERINE SPIERS, B.L. ✓
Instructor in Mathematics
- ✓ *LULU M. STEDMAN ✓
Training Teacher, Fifth Grade
- ✓ NELLIE SULLIVAN, A.B. ✓
Instructor in Psychology
- ✓ FAITH A. SWIFT, M.A. ✓
Instructor in Science
- ✓ ***MICHAL GRACE SNYDER, A.M. ✓
Head of Department of History
- ✓ *ANNA E. SWAINSON, M.A. ✓
Instructor in Manual Arts
- ✓ EVALYN THOMAS, B.A. ✓
Instructor in Reading
- BERTHA C. VAUGHN ✓
Instructor in Voice Culture
- ✓ CHAS. W. WADDLE, A.M., Ph.D. ✓
**Head of Department of Psychology and Education*
**Acting Supervisor of Practice Teaching*
- ✓ MARION HARTWELL WALLACE ✓
Instructor in Physical Education
- ✓ EDITH L. WALLOP ✓
Training Teacher, Second Grade.
- ✓ LETITIA WEER, B.S. ✓
Head of Department of Home Economics
- ✓ MAIDA WELLBORN, A.B. ✓
Instructor in Kindergarten Training
- ✓ BERTHA E. WELLS ✓
Assistant Supervisor of Practice Teaching
- ✓ *ROWENA WESCOTT ✓
Instructor in Art
- ✓ BELLE H. WHITICE ✓
Instructor in Manual Arts
- ✓ ANNA M. WIEBALK ✓
Instructor in Education
- ✓ FRANCES WRIGHT ✓
Director of School of Music

SPECIAL LECTURERS

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

AGNES TALCOTT ✓
Home Nursing

ELIZABETH H. FARGO ✓
Librarian

*MARJORIE VAN DEUSEN ✓
Assistant Librarian

ANNA-MARIE RUSCHE ✓
Assistant Librarian

ESTELLE D. LAKE ✓
Assistant Librarian

*ELIZABETH M. PHILLIPS ✓
Assistant Librarian

IVA E. MAIER ✓
Secretary to the President

CHARLES L. WHITE ✓
Business Secretary

W. E. FAULKNER
Engineer

ALEXANDER MCGILLIVRAY
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, must be of sound moral character, and must be free from physical or other defects likely to interfere with success in teaching. Each applicant must possess good health, determined by a physical examination given by a school physician, as a prerequisite to admission. The law requires that each candidate admitted sign a declaration of intention to teach. Students must register on the days indicated in the Calendar as devoted to that purpose, or pay a delinquency fee of two dollars if permitted by the president 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 applicants must be graduates of public high schools of this state approved by the State Board of Education, or of other schools of California recognized by the University of California as qualified to recommend students for entrance to said university, or graduates of schools of secondary grade of other states 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 president 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 (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 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 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 subjects.

*A unit is a course of study of five full periods per week continuing throughout one year of not less than thirty-six weeks.

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

1. English Literature and Language, including grammar, composition, and oral expression..... 3 units
2. History of the United States and Civics, including local and state government..... 1 unit
3. World History (ancient, medieval, modern, English, etc.) 2 units
Commercial, industrial and economic history, or commercial and industrial geography, or any combination thereof, amounting to one unit, may be offered in lieu of one unit of World History.
4. Physical Science. One year of General Science, including the applied elements of physics, chemistry, and physical geography, or one year of physics or chemistry or physical geography; provided that for students entering after June 30, 1918, General Science will be required. 1 unit
Until such date, students who meet the above requirement without including physical geography will be required to complete a Normal School course in this subject, credit for such course being allowed toward graduation.
5. Mathematics, including general mathematics or the applied elements of algebra, or plane geometry, or commercial arithmetic 1 unit
6. Biological Science, including physiology, hygiene and sanitation 1 unit
Students entering before June 30, 1918, whose entrance unit of Biological Science does not include physiology and hygiene, will be required to complete a course in this subject in the Normal School, credit toward graduation being allowed for such course.
7. Music, including sight reading, two-part singing, and elementary harmony 1 unit
8. Drawing and Painting, including applied design..... 1 unit
9. Manual Training, or Household Arts, or Elements of Agriculture, 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 in addition one unit in Elements of Agriculture as above defined..... 1 unit

If the fifteen units of secondary school work includes all the above requirements, the applicant may be unconditionally admitted to provisional undergraduate standing. An applicant may be admitted conditionally whose fifteen units of secondary school work lack not to exceed three of the units listed above, of which omitted units only one may be from the first five subjects as above numbered.

For the present, students deficient in Music, and Drawing will be given opportunity to remove conditions in these subjects in the Normal School; but as a general rule conditions in other required subjects must be removed by work done elsewhere under conditions approved by the president of the school.

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 may 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.

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 president 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.

B. *On Other Than High School Credentials*

Those who can not 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 president of the normal school and arrangements made with the supervisor of the special school concerned.

1. *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. *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. *The School of Home Economics*

In addition to requirement "A" above stated, students admitted must include within 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. *The School of Kindergarten Training*

In addition to requirement "A" above, or its equivalent, candidates admitted must be able to play simple songs, melodies, and marches upon the piano.

5. *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. *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. *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, one-half unit in physiology and hygiene and one-half unit in either physics or chemistry.

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," 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.

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 student should consult the Counsellor 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

There is no charge for tuition, but the following special fees are charged:

Registration fee upon entrance, including yearly fee for lecture and concert series, fee for locker key, refunded upon surrender of key, fee for physical examination, and first term's Student Association fee.....	\$2 50
For maintenance of student activities, payable to 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.....	\$0 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).....	5 00
Estimated average cost of room and board, including light and heat, per month.....	25 00
Room rent without board, or with housekeeping privileges....	12 50

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.

A student received by transfer from another California state normal school can not be graduated until he has completed at least two full units of work in the period immediately preceding graduation.

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 proven 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.

TABULATION OF COURSES

I. THE GENERAL PROFESSIONAL SCHOOL

Required for graduation, 135 ¹⁴⁵ term-hours; 162 units of credit.

A term-hour equals one period of recitation a week for one term.

A unit of credit represents five periods of recitation a week, for two weeks.

NOTE—A subject pursued five periods a week for a term of twelve weeks entitles the student to six units of credit.

Professional Courses—Prescribed, 67 hours, 80 units.

Psychology I	5 hours	6 units
Psychology II	5 hours	6 units
Sociology I	3 hours	4 units
Sociology II	5 hours	6 units ✓
Education I	5 hours	6 units ✓
Methods I: Morals and Manners.....	1 hour	1 unit
Methods II: Observation.....	5 hours	6 units
Methods III: Observation and Conference.....	7 hours	8 units
Methods IV: Conference.....	2 hours	2 units
Methods V: Conference.....	1 hour	1 unit
Methods VI (Elective).....	5 hours	6 units
Methods VII (Elective)*.....	5 hours	6 units
School Administration	3 hours	4 units ✓
Practice Teaching I.....	5 hours	6 units
Practice Teaching II.....	5 hours	6 units ✓
Practice Teaching III**.....	5 hours	6 units ✓

Physical Education Courses—Prescribed, 8 hours; 10 units.

Physical Education I.....	3 hours	3 units
Physical Education II.....	2 hours	3 units
Physical Education III.....	3 hours	4 units

Basal Courses—(A) Prescribed, 20 hours; 24 units.

English I.....	5 hours	6 units
Geography I.....	5 hours	6 units
Mathematics I.....	5 hours	6 units
Reading I.....	5 hours	6 units

†(B) To be selected from list below—20 hours, 24 units.

Biology I (Physiology) or Biology II (Agriculture) or Biology III (Nature Study).....	5 hours	6 units
Art I.....	5 hours	6 units
Bookkeeping I.....	5 hours	6 units
Handwork I.....	5 hours	6 units
History I.....	5 hours	6 units

*May be prescribed by a Special School for students pursuing the General Professional Course and the Special Course concerned.

**Not required of students pursuing the General Professional Course and a Special Course.

†May be reduced to 15-hours, 18 units, by students completing a Spanish course of 30 hours, 36 units.

NOTE.—The basal course in a Special School may be prescribed by the Special School for students pursuing the General Professional Course and the Special Course.

Home Economics I	5 hours	6 units
Music I or I ^b or I ^r	5 hours	6 units
Penmanship I	5 hours	6 units
Elective Courses	20 hours	24 units

No prerequisite in excess of the requirements for admission to the school may be fixed for any of the basal courses; but since, under present arrangements, students entering prior to June, 1918, may meet the admission requirements in physical and biological science without including physical geography or physiology in their course, physical geography is prescribed as a prerequisite to Geography I, and physiology as a prerequisite to Psychology I. However, when taken under the conditions stated above, they may be counted as electives, and applied toward graduation.

No prerequisite in excess of the prescribed method course in a given subject and the corresponding basal course is fixed for any elective method course.

Whenever practicable Psychology I should precede or accompany the basal courses.

The elective courses may be used to secure special preparation for primary, grammar grade, or rural school teaching.

Typical Arrangement of a Student's Course

	Hours	Units		Hours	Units
<i>Junior C</i>			<i>Senior C</i>		
Psychology I	5	6	Psychology II	5	6
Prescribed Basal	10	12	Methods III	7	8
Elective Basal	5	6	Teaching I	5	6
Physical Education I	3	2	Free Elective	5	6
Total	23	26	Total	22	26
<i>Junior B</i>			<i>Senior B</i>		
Prescribed Basal	10	12	Education I	5	6
Elective Basal	5	6	School Administration	2	4
Methods I	1	1	Methods IV	2	2
Free Elective	5	6	Methods VI	5	6
Physical Education II	2	3	Teaching II	5	6
Total	23	28	Physical Education III	3	4
<i>Junior A</i>			<i>Senior A</i>		
Sociology I	3	4	Sociology II	5	6
Methods II	5	6	Methods V	1	1
Elective Basal	10	12	Methods VII	5	6
Free Elective	5	6	Teaching III	5	6
Total	23	28	Free Elective	5	6
			Total	31	28

Omitted 23 24
Penmanship elect basal 23 28
 23 29
 69 80
for jr. = 81 units 66
 135

 22 26
 23 28
 21 25
 66 79
 80
 159

Present members of the General Professional School whose uncompleted undergraduate work comprises not to exceed three terms' study, will continue the course to which they were admitted instead of that outlined above. The outline of the earlier course follows:

(A) *Professional Courses*, 39 units required.

Psychology I -----	5 hours	5 units
Psychology II -----	5 hours	5 units
Education I -----	5 hours	5 units
Education II, or		
Education III, or		
Education IV -----	5 hours	5 units
Education V -----	1 hour	1 unit
Observation I -----	5 hours	3 units
Practice Teaching I, II, III -----	15 hours	15 units

(B) *Basal Courses*, 35 units required.

Art -----	5 hours	3 units
English I -----	5 hours	5 units
English II -----	5 hours	5 units
Geography I -----	5 hours	5 units
Handwork I -----	5 hours	3 units
History I -----	5 hours	5 units
Mathematics I -----	5 hours	5 units
Music I -----	5 hours	3 units
Physical Education I -----	5 hours	3 units
Reading I -----	5 hours	5 units
Science I -----	5 hours	5 units
Science III -----	5 hours	5 units
Sewing I -----	5 hours	3 units

These courses may be selected from any of the several departments and schools, provided all prerequisites are satisfied. They must be chosen in accordance with the following plan:

1. **Group Elective:** The group elective consists of 20 units chosen from one department or two closely related departments, or selected with reference to primary, rural, or grammar grade teaching. The choice of courses must be approved by the heads of the departments concerned.

2. **Free Elective:** The free elective consists of a sufficient number of courses in addition to those indicated above to bring the aggregate number of units to 109. These courses must be chosen from other departments than those from which any of the group elective courses are taken.

II. THE SCHOOL OF COMMERCIAL TRAINING.

Courses Offered

1. Three-year course leading to the General Elementary Diploma and the Special Elementary Commercial Diploma of either the Secretarial or the Accountancy type, according to the election of alternate subjects as tabulated in the third year.

2. Three-year course leading to the Special Elementary Diploma of the Secretarial type only.

3. Three-year course leading to the Special Elementary Diploma of the Accountancy type only.

Each of the last two courses consists of the following groups of subjects:

Professional	32 units
Departmental	111 units
Free electives	100 units

4. For Special Secondary Diploma of the Secretarial type or Accountancy type, in addition to either of courses 2 or 3 above, the following work is required:

Departmental	61 units	}
Free electives	20 units	

Required:

1. Departmental	92 to 97 hours	111 units
2. Prescribed basals for Elementary Commercial and General Professional diplomas	40 hours	48 units
3. Professional	62 hours	74 units
4. Physical Education	8 hours	10 units
	<u>202 to 207 hours</u>	<u>243 units</u>

Departmental—Prescribed, 97 hours; 111 units.

Bookkeeping II	5 hours	6 units
Business English I.....	5 hours	6 units
Business Practice or History IV.....	5 hours	6 units
Business Practice or Commercial Law II.....	5 hours	6 units
Commercial Law I.....	5 hours	6 units
Geography X	5 hours	6 units
Mathematics III	5 hours	6 units
Penmanship II	5 hours	6 units
Shorthand I, or Bookkeeping III.....	5 hours	6 units
Shorthand II or Bookkeeping IV.....	5 hours	6 units
Shorthand III or Bookkeeping V.....	5 hours	6 units
Special Assignment	7 hours	7 units
Stenotypy I, or Geography V.....	5 hours	6 units
Teaching I (C).....	5 hours	6 units
Teaching II (C).....	5 hours	6 units
Teaching III (C).....	5 hours	6 units

Typewriting I	5 hours	4 units
Typewriting II	5 hours	4 units
Typewriting III, or Geography VIII.....	5 hours	6 units
Prescribed Basals for Elementary Commercial and General Professional Diplomas, 40 hours; 48 units.		
*Agriculture I or Nature Study I or Physiology I	5 hours	6 units
*Art I or History I.....	5 hours	6 units
Bookkeeping I	5 hours	6 units
English I	5 hours	6 units
Geography I	5 hours	6 units
Mathematics I	5 hours	6 units
*Penmanship I	5 hours	6 units
Reading I	5 hours	6 units

Professional—Prescribed for Elementary Commercial and General Professional Diplomas, 62 hours; 74 units.

Education I	5 hours	6 units
Methods I	1 hour	1 unit
Methods II	5 hours	6 units
Methods III, including Conference and Observation	7 hours	8 units
Methods IV	2 hours	2 units
Methods V	1 hour	1 unit
Methods VI	5 hours	6 units
Methods VII, prescribed.....	5 hours	6 units
Practice Teaching I.....	5 hours	6 units
Practice Teaching II.....	5 hours	6 units
Psychology I	5 hours	6 units
Psychology II	5 hours	6 units
School Administration	3 hours	4 units
Sociology I	3 hours	4 units
Sociology II	5 hours	6 units

Physical Education—Prescribed, 8 hours; 10 units.

Physical Education I.....	3 hours	3 units
Physical Education II.....	3 hours	4 units
Physical Education III.....	2 hours	3 units

*Or elect other basal course of six units.

II. THE SCHOOL OF COMMERCIAL TRAINING—Continued.

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

FIRST YEAR		SECOND YEAR		THIRD YEAR	
Hours	Units	Hours	Units	Hours	Units
<i>Senior C</i>					
Psychology I	5	Teaching (General) I	5	Shorthand I or Bookkeeping III	5
Physical Education I	3	Psychology II	5	Typewriting I	5
Mathematics I	5	Bookkeeping II	5	Geography X	5
English I	5	Methods III, including Observation and Conference	7	Teaching IIC	5
*Agriculture I or *Nature Study I or *Science I	5		6	Penmanship II	5
Total	28	Total	28	Total	25
<i>Junior B</i>					
Geography I	5	Education I	5	Shorthand II or Bookkeeping IV	5
Physical Education II	3	Teaching (General) II	5	Typewriting II	5
Reading I	5	Physical Education III	2	Commercial Law I	5
Mathematics III	5	School Administration	3	Teaching III (Commercial)	5
Penmanship I	5	Methods VI	5	Business Practices or History IV	5
Methods I	1	Methods IV	2		6
Total	24	Total	23	Total	25
<i>Junior A</i>					
Sociology I	3	Sociology II	5	Shorthand III or Bookkeeping V	5
Observation and Methods II	5	Methods V (Conference)	1	Typewriting III	10
Business English I	5	Teaching I (Commercial)	5	or Geography VIII	5
*Art or History I	5	Methods VII	5	Business Practices or Commercial Law II	5
Bookkeeping I	5	By special assignment	5	Stenotypy I or Geography V	5
			6	By special assignment	1
Total	28	Total	31	Total	21
Total					
				21	

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 Special Elementary Diploma is made at the end of three years, regardless of general professional requirement.

*Or elect other basal course of six units.

The Secondary Course is made up of the three-year General Professional and Commercial Course, together with a fourth year, or 81 units, 61 of which are Commercial, and 20 free elective.

III. THE SCHOOL OF FINE ARTS

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

1. Professional	32 units
2. Methods Teaching	26 hours
3. Practice Teaching	30 units
4. Physical Education	12 hours
5. Departmental	10 hours
6. Basal	8 hours
7. Elective Basal	132 hours
	111 units
	24 units
	24 units
Total	243 hours

	FIRST YEAR		SECOND YEAR		THIRD YEAR	
	Hours	Units	Hours	Units	Hours	Units
<i>First Term</i>						
Physical Education I	2	2				
Basal (English I)	5	6				
Psychology I	5	6				
Art Appreciation and History I	1	1				
Elective Basal	5	6				
Drawing and Painting I	5	6				
Criticism I	1	0				
Total	24	23				
<i>First Term</i>						
Sociology I				3		
Methods II				5		
Millinery I				5		
Art Appreciation and History IV				1		
Drawing and Painting III				4		
Applied Design I				4		
Art Crafts I				4		
Outdoor Sketching I				4		
Criticism IV				1		
Total				31		
<i>First Term</i>						
School Administration				4		
Methods VII (Art Methods II)				6		
Teaching II (Art)				5		
Drawing and Painting IV				4		
Illustration I				4		
Interior Decoration I				4		
Outdoor Sketching II				3		
Criticism VII				1		
Total				28		

III. THE SCHOOL OF FINE ARTS—Continued.

FIRST YEAR		SECOND YEAR		THIRD YEAR	
Hours	Units	Hours	Units	Hours	Units
<i>Second Term</i>					
3	4	5	6	1	1
1	1	7	8	5	6
5	6	5	6	4	3
5	6	1	1	4	3
1	1	4	3	4	3
4	3	4	4	10	13
3	3	1	0	1	0
3	3				
1	0				
Total	26	Total	28	Total	28
<i>Physical Education II</i>					
<i>Methods I</i>					
<i>Basal (Mathematics I)</i>					
<i>Basal (Reading I)</i>					
<i>Art Appreciation and History II</i>					
<i>Composition and Design I</i>					
<i>Costume Appreciation</i>					
<i>Lettering</i>					
<i>Criticism II</i>					
<i>Second Term</i>					
<i>Psychology II</i>					
<i>Methods III</i>					
<i>Teaching I (General)</i>					
<i>Art Appreciation and History V</i>					
<i>Applied Design II</i>					
<i>Art Crafts II</i>					
<i>Criticism V</i>					
<i>Third Term</i>					
<i>Methods V</i>					
<i>Teaching II (General)</i>					
<i>Drawing and Painting V</i>					
<i>Interior Decoration II</i>					
<i>Illustration II</i>					
<i>Elective Basals</i>					
<i>Criticism VIII</i>					
<i>Third Term</i>					
<i>Methods VI</i>					
<i>Sociology II</i>					
<i>Teaching III (Art, including Art Methods III)</i>					
<i>Drawing and Painting VI</i>					
<i>Outdoor Sketching III</i>					
<i>Costume Design I</i>					
<i>Criticism IX</i>					
<i>Third Term</i>					
<i>Education I</i>					
<i>Methods IV</i>					
<i>Teaching I (Art)</i>					
<i>Art Appreciation and History VI</i>					
<i>Applied Design III</i>					
<i>Clay I or Bookkeeping I</i>					
<i>Criticism VI</i>					
Total	25	Total	25	Total	26
<i>First Year</i>					
<i>Physical Education III</i>					
<i>Basal (Geography I)</i>					
<i>Elective Basal</i>					
<i>Art Appreciation and History III</i>					
<i>Composition and Design II</i>					
<i>Drawing and Painting II</i>					
<i>Criticism III</i>					
Total	27	Total	26	Total	28

B. Three-Year Course for Elementary Fine Arts Diploma

Required:		
1. Professional (as in Course A)	-----	32 units
2. Departmental	-----	111 units
3. Elective (free)	-----	100 units
Total	-----	<u>243 units</u>

C. One-Year Course for Secondary Fine Arts Diploma
(For graduates of A, B, or equivalent)

Required:			
1. Departmental	-----	64 hours	61 units
2. Free Elective	-----	17 hours	20 units
Total	-----	<u>79 to 83 hours</u>	<u>81 units</u>

	FIRST YEAR		SECOND YEAR		THIRD YEAR	
	Hours	Units	Hours	Units	Hours	Units
<i>First Term</i>						
Teaching IV (Art)	5	6				
Art Methods IV	2	3				
Costume Designing II	4	5				
Historical Costuming	1	1				
Drawing and Painting VII	4	3				
Outdoor Sketching III	3	2				
Criticism I	1	0				
Free Elective	5	0				
Total	25	26				
<i>Second Term</i>						
Teaching V (Art)	5	6				
Art Methods V	4	5				
Drawing and Painting VIII	4	3				
Criticism XI	1	0				
Applied Designing IV	4	4				
Art Crafts III	4	4				
Free Elective	1	0				
Total	27	28				
<i>Third Term</i>						
Teaching VI (Art)	4	4				
Art Methods VI (including Conference)	4	3				
Drawing and Painting IX	4	3				
Outdoor Sketching IV	2	2				
Criticism XII	1	1				
Illustration III	4	4				
Free Elective	7	3				
Total	26	27				

D. Two-Year Course for Secondary Fine Arts Diploma

Required:		
(For graduates of General Professional Course who have covered 24 units of Fine Arts Electives in addition to Art I Basal)		
1. Departmental	-----	142 units
2. Free Elective	-----	20 units
Total	-----	<u>162 units</u>

IV. THE SCHOOL OF HOME ECONOMICS

A. For General Professional and Elementary Home Economics Diplomas

Required:

1. General Professional Subjects ----- 84 units
2. Departmental (including teaching) ----- 111 units
3. Prescribed Basals ----- 24 units
4. Elective Basals ----- 24 units

Total ----- 243 units

FIRST YEAR		SECOND YEAR		THIRD YEAR	
Hours	Units	Hours	Units	Hours	Units
<i>First Term</i>					
Psychology I	5	Sewing III	5	Laundry	3
Home Economics I	5	Cookery III	5	Costume Designing	4
Geography VII	5	Elective Basal	5	Military I	4
English I	5	Observation and Methods VI, Home Economics	6	Methods III	5
Physical Education	3	Psychology II	6	Teaching, Home Economics	7
Food Products	3		6		8
Total	25	Total	28	Total	4
<i>Second Term</i>					
Mathematics I	5	Textiles	5	House Furnishing I	4
Chemistry I	5	Home Economics Education	5	School Administration	3
Cookery I	5	Teaching, General	6	Bacteriology	4
Sewing I	5	House Sanitation	5	Nursing	5
Physical Education	2	Reading I	2	Teaching, General	3
Home Management	2		3	Methods IV	3
Methods I	1		6		3
Total	25	Total	23	Total	21

Third Term		Third Term		Third Term	
Cookery II	5	Sewing IV	5	Dietetics I	5
Sewing II	5	Education I	5	Sociology II	5
Elective Basal	5	Cookery IV	5	Elective Basal	5
Methods II	5	Methods VII, Home Economics	5	History of Home Economics	5
Sociology, Child	3	Teaching, Home Economics	4	Teaching Home Economics	4
				Physical Education III	3
				Methods V	3
					1
Total	26	Total	24	Total	24

B. For Secondary Diploma

Required (in addition to A):
 1. Departmental (including Teaching) ----- 61 units
 2. Electives ----- 20 units
 Total ----- 81 units

FIRST YEAR		SECOND YEAR		THIRD YEAR	
Cookery V	5	Chemistry II	5	Chemistry III	5
Sewing V	5	Cookery VI	5	Dietetics II	5
Observation and Methods	5	Teaching Home Economics	4	Teaching Home Economics	4
History of Costume	3	Millinery II	5	House Furnishing II	3
Elective	6	Elective	5	Electives	5
				House Plans	4
Total	24	Total	24	Total	26

V. THE SCHOOL OF KINDERGARTEN TRAINING

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

FOR THE KINDERGARTEN DIPLOMA

Required:

1. Professional	32 units
2. Departmental	111 units
3. Elective	19 units
Total	162 units

FIRST YEAR			SECOND YEAR		
	Hours	Units		Hours	Units
<i>First Term</i>			<i>First Term</i>		
Psychology I	5	6	Education I	5	6
Physical Education I	3	3	Teaching I	10	12
Observation and Methods K.	5	6	Program I	3	4
Music	5	6	Handwork IIIK	2	2
Constructive Handwork K.	5	5	Conference	2	2
Total	28	26	Total	22	26
<i>Second Term</i>			<i>Second Term</i>		
Sociology I	3	4	Primary Education	5	6
Elective	5	6	Teaching II	5	6
Physical Education II	3	4	Games	5	6
Observation and Methods	5	6	Program II	5	6
Handwork IK	5	4	Conference	2	2
Theory I	2	3			
Games	2	2			
Total	25	29	Total	22	26
<i>Third Term</i>			<i>Third Term</i>		
Psychology II	5	6	Sociology II	5	6
Elective	3	3	School Administration	3	4
Physical Education III	2	3	Teaching III	5	6
Stories	5	6	Kindergarten Principles and		
Handwork IIIK	5	4	Theory	5	6
Theory II	2	3	Program III	3	3
Piano	2	3	Conference	2	2
Total	24	28	Total	23	27

B. Three-Year Course for Kindergarten Training
FOR BOYS THE KINDERGARTEN DIPLOMA AND THE GENERAL PROFESSIONAL DIPLOMA

- Required:
- 1. Professional 32 units
 - 2. Special Methods 30 units
 - 3. Practice Teaching 12 units
 - 4. Physical Education 10 units
 - 5. Departmental (including Teaching) 111 units
 - 6. Prescribed Basals 24 units
 - 7. Elective 24 units
- Total 243 units

FIRST YEAR		SECOND YEAR		THIRD YEAR	
Hours	Units	Hours	Units	Hours	Units
<i>First Term</i>					
3	3	<i>First Term</i>		<i>First Term</i>	
5	6	Sociology I	3	4	Methods
10	12	Observation and Methods	5	6	Kindergarten Teaching
5	6	Constructive Handwork	5	5	Program I
5	6	Music	2	3	Handwork
		Games	2	3	Stories
		Handwork and Theory	5	6	Conference
23	27	Total	22	26	Total
<i>Second Term</i>					
3	4	<i>Second Term</i>		<i>Second Term</i>	
5	6	Psychology II	5	6	School Administration
5	6	Teaching (General)	5	6	Kindergarten Teaching
5	6	Observation, Methods and Conferences	7	8	Stories
5	6	Handwork and Theory	5	6	Program II
5	6	Games	2	2	Conference
23	28	Total	24	28	School Festivals and Pageants
<i>Third Term</i>					
10	12	<i>Third Term</i>		<i>Third Term</i>	
5	6	Education I	5	6	Sociology
2	3	Teaching (General)	5	6	Kindergarten Teaching
5	6	Methods and Conference	7	8	Kindergarten Principles and Theory
1	1	Games and Stories	5	6	Program III
23	28	Total	23	26	Conference
<i>Total</i>					
23	28	Total	23	26	Total

VI. THE SCHOOL OF MANUAL ARTS

A. Three-Year Course for General Professional and Elementary Manual Arts Diploma

1. Professional	31 units
2. Special Methods	32 units
3. Practice Teaching	12 units
4. Physical Education	9 units
5. Departmental	111 units
6. Prescribed Basals	24 units
7. Elective	24 units
Total	243 units

THIRD YEAR

SECOND YEAR

FIRST YEAR

	Hours	Units	Hours	Units	Hours	Units	Hours	Units
<i>First Term</i>								
Physical Education	3	3	Sociology	3	4	Methods VI	5	6
Basal (English I)	5	6	Methods I	1	1	Basal (Elective)	5	6
Basal (Geography I)	5	6	Basal (Mathematics I)	5	6	Teaching (Manual Arts II)	4	5
Art I	5	6	Woodwork I	10	8	Art IV	5	4
Mechanical Drawing I	5	3	Leather II	5	4	Textiles I	5	4
Bookbinding I	5	4	Pottery I	5	4	Industrial Materials	2	3
Total	28	28	Total	29	27	Total	26	27
<i>Second Term</i>			<i>First Term</i>			<i>Second Term</i>		
Physical Education II	3	3	Psychology II	5	6	Sociology II	5	6
Basal (Handwork)	5	6	Methods II	5	6	Methods IV	2	2
Basal (Reading)	5	6	Woodwork II	10	8	Basal (Elective)	5	6
Art II	5	4	Pottery II	5	4	Teaching (General II)	5	6
Mechanical Drawing II	5	3	Teaching (Manual Arts I)	4	5	Textiles II	5	4
Bookbinding II	5	4	Total	29	29	Metal Craft I	5	4
Total	27	26	Total	27	26	Total	27	26

Third Term		Third Term		Education I	
Psychology I	5	6	Methods III	7	8
Physical Education III	3	4	Basal (Elective)	5	6
Art III	5	4	Teaching (General I)	5	6
Mechanical Drawing III	10	6	Woodwork	10	8
Leather I	5	4			
Total	28	24	Total	27	28
					Total
					28
					28

Secondary Manual Arts Course, Craft Work

Teaching	10 hours	12 units
Art V, VI, VII	15 hours	12 units
Craft courses	46 hours	37 units
Electives		20 units
Total		81 units

VI. THE SCHOOL OF MANUAL ARTS—Continued.

B. Four-Year Industrial Course for the Secondary Manual Arts Diploma

1. Professional	32 units
2. Departmental	192 units
3. Elective	120 units
Total	324 units

FIRST YEAR			SECOND YEAR			THIRD YEAR			FOURTH YEAR		
Hours	Units		Hours	Units		Hours	Units		Hours	Units	
<i>First Term</i>											
Art I	5	6	Industrial Materials	2	2	Psychology I	5	6	Sociology I	3	4
Shop	10	3	Shop	10	3	Shop	10	3	Shop	10	3
Mechanical Drawing I	5	3	Machine Drawing I or	10	6	Electives	15	14	Electives	10	10
Electives	10	10	Architectural Draw. I	10	6	Architectural Draw. I	10	12	Teaching II	5	6
Total	30	27	Total	32	23	Total	30	23	Total	33	23
<i>Second Term</i>											
Art II	5	6	Shop	10	3	Psychology II	5	6	Sociology II	5	6
Mechanical Drawing II	5	3	Machine Drawing II or	10	6	Observation	5	6	Teaching III	5	6
Shop	10	3	Architectural Draw. II	10	6	Shop	10	3	Shop	10	3
Electives	10	10	Electives	10	14	Elective	5	6	Elective	10	10
Total	30	27	Total	30	23	Total	35	23	Total	30	23

Third Term		Third Term		Third Term		Third Term	
5	6	10	8	5	6	3	4
Mechanical Drawing III	Shop	Machine Drawing III or Architectural Dr. III	Education I	School Administration	Organization of Manual Arts	Teaching IV	
10	6	10	6	5	6	2	3
Shop	Electives	Electives	Shop	Shop	Shop	5	6
10	6	10	10	10	8	10	8
5	6					Elective	6
5	6						
Total	Total	Total	Total	Total	Total	Total	Total
30	26	30	24	30	28	35	27

C. Three-Year Course in Industrial Education for the Elementary Manual Arts Diploma

1. Professional	32 units
2. Departmental	111 units
3. Elective	100 units
Total	243 units

This course will be outlined for industrial students electing it upon their admission to the school.

VII. THE SCHOOL OF MUSIC

Courses in music subjects for the training of directors, supervisors, and departmental teachers of music leading to the General Professional and Elementary Music Diploma; the Elementary Music Diploma (three-year course) and the Secondary Music Diploma (four-year course).

A. Elementary Music and General Professional

Required:	
Departmental	106 hours 111 units
Professional	62 hours 74 units
Prescribed Basals	41 hours 48 units
Physical Education	9 hours 10 units
Total	218 hours 243 units

	FIRST YEAR		SECOND YEAR		THIRD YEAR	
	Hours	Units	Hours	Units	Hours	Units
<i>Junior C</i>						
Psychology I	5	6				
Methods (General) I	1	1				
Ear Training I	5	5				
Mathematics I	5	6				
Chorus I	2	2				
Penmanship I	5	6				
Total	23	26				
<i>Junior B</i>						
Psychology II	5	6				
School Administration	3	4				
Ear Training II	5	5				
Geography I	5	6				
Reading I	5	6				
Chorus II	2	2				
Total	25	29				
<i>Senior C</i>						
Form and Analysis I						
Methodology I (Methods VII)						
Voice I						
Chorus Conducting I						
Ear Training III						
Harmony II						
Total	24	26				
<i>Senior B</i>						
Teaching (General) I						
Methods (General) III						
Harmony III						
Methodology II						
Voice II						
Chorus Conducting II						
Total	26	29				
<i>Senior A</i>						
Methods (General) IV						
Teaching (Music) I						
History and Appreciation I						
Voice IV						
Chorus Conducting IV						
Methods (General) VI						
Physical Education I						
Total	24	26				
<i>Senior B</i>						
Sociology I						
Teaching (Music) II						
Voice V						
Chorus Conducting V						
Art I						
History and Appreciation II						
Physical Education II						
Total	25	29				

C. Secondary Music Course (Four Years).

In addition to the above Elementary Music and General Professional Music, or the Elementary Music Course, the fourth year course requires 81 units, 21 of which are *free electives* and 60 *departmental*.

Prerequisite, 243 units (as outlined in the Music Elementary Course, or the Elementary Music and General Professional).

Departmental	31 hours	36 units
Professional	40 hours	48 units
Elective	23 hours	21 units
Total	94 hours	81 units

	SECOND YEAR		THIRD YEAR	
	Hours	Units	Hours	Units
First Term				
Harmony IV	3	3		
Observation (Secondary) II	5	6		
Piano I	5	4		
Teaching (Secondary) I	5	6		
Appreciation IV	5	6		
Total	23	25		
			Second Term	
			*Composition II	5
			Form and Analysis II	6
			Conducting (Secondary)	6
			Piano II	4
			Teaching (Secondary) II	6
			Total	28
			Third Term	
			*Composition III	5
			Methods IV	6
			Piano III	5
			Teaching (Secondary) III	4
			Form and Analysis III	6
			Total	26
			Total	81

*Class and private work.

VIII. THE SCHOOL OF PHYSICAL EDUCATION

Courses in Physical Education for the Training of Departmental Teachers and Supervisors

A. For the General Professional Diploma and Elementary Physical Education Diploma. Three-Year Course

- 1. Professional Work (general)..... 32 units
- 2. Special Methods (General)..... 30 units
- 3. Practice Teaching (General)..... 12 units
- 4. Departmental (Including Teaching)..... 111 units
- 5. Prescribed Basals..... 24 units
- 6. Elective Basals..... 24 units
- 7. Free electives..... 10 units
- Total..... 243 units

	FIRST YEAR		SECOND YEAR		THIRD YEAR		Hours	Units
	Hours	Units	Hours	Units	Hours	Units		
<i>First Term</i>								
*Prescribed Basal.....	10	12					5	6
*Elective Basal.....	5	6					5	6
Anatomy I.....	5	6					1	1
Practice I.....	5	3					5	6
<i>Second Term</i>								
Sociology I.....			3	4				
*Methods II.....			5	6				
Theory I.....			3	4				
Athletics I.....			10	6				
School Room Gymnastics.....			2	1				
Free Elective.....			5	6				
<i>Third Term</i>								
Education I.....								
*Elective Methods VII.....								
*Methods V.....								
*Teaching II (General).....								
Anthropometry and Corrective Gymnastics II.....								
Athletics II.....								
Total.....	25	27	28	27			27	36

<i>Second Term</i>		<i>Second Term</i>		<i>Second Term</i>	
*Methods I	1	Psychology II	5	Sociology II	5
*Prescribed Basal	10	*Methods III	7	Teaching II (Physical Education)	5
*Elective Basal	5	*Teaching I (General)	5	Playground Organization	5
Anatomy II	5	Theory II	3	Corrective Gymnastics III	3
Practices II	5	Gymnastic Teaching	3	Practices V	5
		Practices III	5	Dancing Methods	3
				Classic Dancing I	3
				Track Athletics	3
Total	26	Total	27	Total	28
<i>Third Term</i>		<i>Third Term</i>		<i>Third Term</i>	
Psychology I	5	*Methods VI	5	School Administration	3
*Elective Basal	10	*Methods IV	2	Teaching III (Physical Education)	5
Kinesiology	5	Teaching I (Physical Education)	5	Advanced Physiology	5
Playground Games	3	Personal Hygiene	3	Physical Diagnosis and Symptomatology	3
Folk Dancing I	3	Emergencies	2	Classic Dancing II	3
		Practices IV	5	Classic Dancing III	3
		Corrective Gymnastics I	3	Fageantry and Folk Dancing III	3
		School Room Games	2	Free elective	4
		Folk Dancing II	2		
Total	25	Total	29	Total	27

For the Elementary Physical Education Diploma (three-year course), course of study same as above with the exception that free electives are substituted for * subjects.

B. For Physical Education Secondary Diploma, Four-Year Course

The course of study for the first three years is the same as that for the Elementary Diploma. During the fourth year 61 units of departmental work, including practice teaching, and 20 units of elective work are completed.

COURSES OF STUDY

THE GENERAL PROFESSIONAL SCHOOL

For information concerning courses given in the various special schools and open to election by students of the General Professional School, see explanations of the courses of these schools in later pages of this Bulletin.

EXPLANATION OF THE COURSES

THE DEPARTMENT OF BIOLOGY

MR. MILLER

MR. HUMMEL
MISS ATRATT

MR. OLDER

Biology A: Physiology and Hygiene

An elementary course offered to supply the physiology aspect of the biological science required for matriculation. *Five hours. Six units.*
(The course may not be offered after July 1, 1917.)

Biology B: Agriculture

An elementary course which meets the needs of students not presenting agriculture as a matriculation subject. *Five hours. Six units.*
(The course may not be offered after July 1, 1918.)

Biology I: Physiology and Hygiene

An elective basal course which presupposes one year of high school biology, including physiology. *Five hours. Six units.*

Biology II: Agriculture

An elective basal course which deals with methods in agriculture and school gardening. It presupposes Course B or its high school equivalent. *Five hours. Six units.*

Biology III: Nature Study

An elective basal course which deals with the theory and the practice of nature study. *Five hours. Six units.*

Biology IV: Bionomics

A free elective course which deals with some of the biological aspects of education. Open to students of senior standing. *Five hours. Six units.*

Biology V: Anatomy I

A course in gross anatomy designed especially for students of the School of Physical Education.

Biology VI: Anatomy II

A continuation of Anatomy I.

THE DEPARTMENT OF ENGLISH

MR. HOWE
MISS SEAMAN

MISS MILLER
MISS JACKSON
MISS RICHARDSON

MISS BAUGHMAN
MISS WIERALK
MISS CAMPBELL

English A

A study of the fundamental facts of English grammar with incidental practice in composition. This course is required of students failing to attain full undergraduate standing in the entrance examinations in English. *Five hours. No units.*

English I: Composition

A course dealing with the fundamentals of correct written expression, from the constructive point of view. *Five hours. Five units.*

English II: Literature in the Elementary School

Nature and function of literature; its educational values. Types of literature adapted to grade work. Pedagogical principles involved in the teaching of literature. *Five hours. Five units.*

English III: Oral English

Principles of spoken discourse; relation of oral to written composition. Daily practice in oral expression. *Three hours. Three units.*

English IV: Advanced English Grammar

Structure and logic of the sentence. Parts of speech, and their functions. Grammatical foundation for elementary language teaching. *Five hours. Five units*

English V: Advanced Composition

Practical constructive work in the various literary forms, particularly those of the greatest utility to the grade teacher. *Three hours. Three units.*

English VI: History of English Literature

Outline sketch of the historic development of literature in English, with illustrative readings and study in the successive periods. *Five hours. Five units*

English VII: The Shakespearian Drama

A reading of a number of Shakespeare's plays, and a careful study of two or more. *Five hours. Five units.*

English VIII: Victorian Poetry

An interpretative study of typical selections from the poetry of Wordsworth, Tennyson, Browning, and other poets of the period. *Five hours. Five units.*

English IX: Nineteenth Century Prose

Careful reading of several essays chosen from Carlyle, Arnold, Froude, Pater, Newman, or other representative essayists, for interpretation of thought and appreciation of literary qualities. *Five hours. Five units.*

English X: Language Teaching in the Elementary Grades

Informal phases of oral and written language, including the use of the state textbooks. Emphasis is laid upon the creative aspects of language work. *Three hours. Three units.*

English XI: Language Teaching in the Intermediate Grades

Grammar and composition. Use of the state textbooks in English. *Three hours. Three units.*

English XII: American Literature

Outline of the history of American literature, with assigned reading and study of selected authors. *Three hours. Three units.*

English XIII: 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. *Five hours. Six units.*

English XIV: Elementary Journalism

A practical course for the editors and reporters of the Normal Outlook who desire school credit for their work. *Four hours. Five units.*

THE DEPARTMENT OF GEOGRAPHY

MR. CHAMBERLAIN

MRS. BECK
MISS McCLELLAN

MISS BAUGH

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 A: Elementary Physiography

This course is for those who do not pass the entrance examination in geography. It deals with geographic forms and processes and with the relations between these and human life. *Five hours. Six units.*

Geography I: World Geography

This is the prescribed basal course in geography. Its purpose is to acquaint the student with the most important points in the geography of the leading countries of the world.

Prerequisite, Geography A.

Five hours. Six units.

Geography II: North America

An intensive study of North America in the light of the application of the principles of physical geography. The influence of geology, topography, climate and natural resources upon industrial, commercial and social development is carefully considered. Reference is frequently made to the teaching of geography in the elementary school.

Prerequisite, Geography A.

Five hours. Six units.

Substantially the same plan is followed in Courses II to VII, inclusive.

Geography III: Europe

Prerequisite, same as for Geography I.

Five hours. Six units.

Geography IV: Asia

Prerequisite, same as for Geography I.

Five hours. Six units.

Geography V: South America

Prerequisite, same as for Geography I.

Five hours. Six units.

Geography VI: Africa

Prerequisite, same as for Geography I.

Five hours. Six units.

Geography VII: Australia

Prerequisite, same as for Geography I. *Five hours. Six units.*

Geography VIII: Economic Geography

In this course a study is made of the conditions which influence industry and commerce, as well as of the distribution, production, transportation, and use of raw materials. The larger operations in manufacturing, and the social conditions which attend "the factory system" are considered. Particular attention is given to the industrial and commercial development of the United States.

Prerequisite, same as for Geography I. *Five hours. Six units.*

Geography IX: Advanced Physiography

Those who may desire to teach geography in secondary schools will find this course especially helpful.

Prerequisite, same as for Geography I. *Five hours. Six units.*

Geography X: Geography of the Pacific Coast

A study of the relations between man and his environment in the Pacific Coast states.

Prerequisite, same as for Geography I. *Five hours. Six units.*

Geography XI: 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.

Prerequisite, Geography A and Geography I. *Five hours. Six units.*

THE DEPARTMENT OF HISTORY

MISS LATHAM

MISS CAMPBELL

MRS. GAINES

History I: American History

A review of important phases for content, organization and practical application, from the standpoint of the student who has had high school preparation in the subject. *Five hours. Six units.*

History II: Primary History Materials and Methods

Subject matter for history in the primary grades; the principles underlying its selection, adaptation and presentation, with emphasis upon the activities which must be provided. Designed for students who wish to prepare for teaching in primary grades; required as preparation for practice teaching in history in these grades.

Prerequisite, Junior A standing.

Five hours. Six units.

History III: Civics

Principles of government studied through their application to problems of national, state, and local government, and their relation to current issues, from the standpoint of the student who has had high school preparation in the subject.

Five hours. Six units.

History IV: Economic and Industrial History of the United States

Five hours. Six units.

History V: Pacific Coast History

The history of California, the Oregon country, Utah, and Alaska; problems of current interest to citizens of the Pacific Coast States. Original material used.

Prerequisite, History I or History II.

Five hours. Six units.

History VI: History of Medieval Europe

A survey of institutions and conditions of this period as a means of understanding many institutions of the present in this country, from the point of view of a student who has had high school preparation in the subject.

Five hours. Six units.

History VII: English History

Emphasis laid upon nineteenth and early twentieth century England.

Prerequisite, History VI.

Five hours. Six units.

History VIII: Materials and Methods for Upper Grades

Selection, organization, presentation and application of subject matter for seventh and eighth grades. Designed for students who wish to prepare for teaching history in grammar grades, but open to all students.

Prerequisite, Senior standing.

Five hours. Six units.

(May not be offered in 1917-18.)

History IX: Contemporary History

A course based upon current problems as presented in contemporary magazines. Designed to aid discussion of current events in upper grades as well as to make students conversant with present-day problems and observant of history in the making.

Prerequisite, Senior standing.

Three hours. Three units.

THE DEPARTMENT OF MATHEMATICS

MISS COLLIER

MR. DRISKO
MISS CAMPBELL

MISS SPIERS

EXPLANATION OF THE COURSES**Mathematics A**

Required of all students who do not attain full undergraduate standing in arithmetic in the entrance examinations.

Two and one-half hours. No units.

Mathematics I: Arithmetic

A review of the entire subject of arithmetic, together with the methods of teaching arithmetic.

Prerequisite, Psychology I.

Five hours. Six units.

Mathematics II: Special Method in Arithmetic

Psychology of number and pedagogy of arithmetic, including methods appropriate to instruction in the various grades, the place of arithmetic in the course of study, the method of the recitation, and a study of the child in relation to his number development.

Prerequisite, Arithmetic I.

Five hours. Six units.

Mathematics III: Business Arithmetic

A detailed study of arithmetic in its application to the business world.

Five hours. Six units.

Mathematics IV: Correlated Mathematics

A brief review of high school algebra and plane geometry. Methods of teaching, with special emphasis upon the correlation of arithmetic, algebra, and geometry in the eighth and ninth grades. Offered first term.

Five hours. Six units.

Mathematics V: Rural Arithmetic

Arithmetic as applied to the farm, including farm and household accounts, a quantitative study of the soil, seeds, plant feeding, animal feeding, and farm mechanics. Offered third term.

Five hours. Six units.

THE DEPARTMENT OF MODERN LANGUAGES

MISS HENRY

The two-year course in Spanish aims to make the use of the language as practical as possible and at the same time to fit the student to continue with university Spanish.

Spanish I

Beginning Spanish, including pronunciation, conversation, grammar and composition. *Four hours. Five units.*

Spanish II

A continuation of Spanish I, with additional reading. *Four hours. Five units.*

Spanish III

A continuation of preceding course, with the reading of a simple play. *Four hours. Five units.*

Spanish IV

A continuation of preceding course, with advanced composition. *Four hours. Five units.*

Spanish V

Preceding course continued, with additional literature. *Four hours. Five units.*

Spanish VI

Preceding course continued, with semi-classical drama. *Five hours. Five units.*

Modern Language Methods

A two-hour course in French, German and Spanish methods, respectively. Opportunities are given for making illustrative applications of the methods of the foreign language studied.

Prerequisite for each course is four years' study of the foreign language, with speaking ability, or two years', in case of unusual fluency.

NOTE.—These Method Courses will probably be given only in the fall term.

THE DEPARTMENT OF PRACTICE TEACHING

MR. WADDLE
MISS OSGOOD
MISS WELLS
MRS. BERNAYS

MRS. BROMMERS
MISS WALLOP
MISS MACKENZIE
MISS HOFFMAN
MISS CROSSER

MISS STEADMAN
MISS ROBINSON
MRS. ALLEN
MR. ANCIER

MISS KELLS
MISS JACKSON
MISS CAMPBELL
MISS KAHLEY

Most of the courses offered in this department are required under the rules of the State Board of Education. In Methods II and III the student sees in actual use, and has opportunity to discuss, the methods approved by the institution for the teaching of all the statutory subjects of the elementary schools of the state.

In later method courses and in teaching, the student has opportunity for a more thorough study of the special methods of a few of these subjects. In all of these courses the broad, fundamental features of general method are frequently illustrated and discussed.

Methods I: Manners and Morals

A course in the methods of teaching manners and morals, required of all students during the Junior B term, or during the first term in the school of those who enter with advance standing.

One hour. One unit.

Methods II: Observation and Discussion

For students of the General Professional School, Methods II is required in the Junior A term, and in the first term for students admitted with Senior standing.

Five hours. Six units.

Methods III: Observation, Discussion and Conferences

A continuation of Methods II, required of all students of the General Professional School in the Senior C term, and in the second term of students admitted to Senior standing. During this term two periods per week are devoted to conferences with training and conference teachers on matters of method growing directly out of the student's practice teaching.

Observation and Discussion.
Conferences.

*Five hours. Six units.
Two hours. Two units.*

Methods IV: Conferences

Required of students of the General Professional School in the Senior B term, accompanying Teaching II: *Two hours. Two units.*

Methods V: Conferences

A continuation of Methods IV, required in the Senior A term, accompanying Teaching III. *Two hours. Two units.*

Methods VI (Elective)

A course in the methods of any of the elementary school subjects or the courses in Primary Methods, Rural School Methods, etc., as the student may elect. (See descriptions of such courses offered by the various departments.)
Five hours. Six units.

Methods VII (Elective)

Continuation of Methods VI.

Five hours. Six units.

Teaching I, II, and III

Students may be assigned for practice teaching in the Normal Training School, in a Supplemental Training School (Grand Avenue or Los Feliz in 1916-17), as cadet teachers at large in other Los Angeles city schools, 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 should have had a course in the subject matter they are to teach and a course in the methodology of this subject, but must have had one or the other and also Methods II.

Teaching I, II, and III are required Senior courses, each a five-hour, six-unit course.

Practice in teaching is usually afforded in a lower (1-3), a middle (4-6), and an upper (7-9) grade. Some students who are preparing to teach in rural schools are sent into rural communities to devote their entire time to teaching, each for a period of two weeks. This rural practice is taken in lieu of Teaching II or Teaching III.

Pre-assignments of teaching are made in the Junior B term so that Junior A students may so shape their work as to prepare in definite ways for their first actual teaching assignment.

Each five hours. Six units.

Teaching IV (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, may elect Teaching IV, provided there is opportunity to furnish the practice. The privilege of electing Teaching IV must always be obtained at the office of the Supervisor of Practice Teaching before the work is undertaken.

Usually there is opportunity for a limited number to obtain credit in Teaching IV in special kinds of work in Los Angeles, such as in evening schools, in continuation school work, in Juvenile Hall, in playground work, in gardening, etc. *Hours and units by individual arrangement.*

NOTE.—Before the student is entitled to graduation, as many of the teaching credits obtained (teaching not accredited on credentials) must be of grade "3" and above as of grade "3" and below.

Practice Teaching in Rural Schools

One of the most striking tendencies in modern education is the movement for the betterment of our rural schools. Although the conditions under which children are taught are constantly improving, the improvement has been far more rapid in our town and city schools than in our country schools. City school buildings are more attractive, more sanitary, and better equipped than are rural school houses, and city teachers are, as a rule, better prepared for their work than are rural teachers.

The millions of county girls and boys are entitled to the very best of educational opportunities. They should have teachers who know something of rural life and rural schools. Too frequently the rural teacher begins her work in a country school, and as soon as she shows some proficiency, is engaged to teach in a city system. Rural school teachers who have received a professional training have, generally speaking, received training for service in city rather than country schools, because normal schools can not duplicate rural conditions.

Recognizing the necessity for a more adequate preparation for rural teaching, the Los Angeles State Normal School, in the spring of 1916, began placing members of its Senior A class in country schools to serve as cadets. County superintendents, trustees, and teachers have co-operated heartily.

During the present term forty cadets have been placed, each remaining for a period of two weeks in the district to which she was assigned, observing and teaching under the direction of the teacher in charge. Each cadet makes a report to the Acting Supervisor of Rural Teaching; the teacher in charge makes a report, and the Supervisor, in so far as time permits, visits the cadets.

Rural schools will be enormously benefited by this work, but it will take time to thoroughly systematize and develop it. We need teachers who love the country, and who will show the children its beauties and its opportunities. We need teachers whose work will result in checking the drift of population from the country to the city. We need teachers who will make school work so interesting and so valuable that children will want to remain in school as long as they can. The work now being done by the Los Angeles State Normal School will, we hope, accomplish something in the furtherance of these aims.

DEPARTMENT OF PSYCHOLOGY AND EDUCATION

MR. DARSIE
MR. MACURDA
MR. ROOT

MISS SULLIVAN
MISS FERNALD

MISS PATTERSON
DE HOAG
MISS FISHER

Of the courses offered in this department all students are required to take Psychology I, Psychology II, Education I, Sociology I, Sociology II and Education V. Education III may be applied as meeting part of the requirement in method work.

The order in which these prescribed courses are taken should be that indicated in the courses outlined by each school, since each is planned to

be definitely preparatory for a succeeding or dependent upon a preceding course. Before including any one of the subjects in his program the student should assure himself that he has completed its prerequisite.

All other courses are open to election by those who have met the necessary prerequisites.

PSYCHOLOGY

Psychology I: Educational Psychology

The fundamental facts of consciousness are treated from the biological and genetic points of view.

Prerequisite, Biology I, or its equivalent. *Five hours. Six units.*

Psychology II: Child Psychology

The fundamentals of child psychology and child behavior as conditioned by child physiology and hygiene.

Prerequisite, Psychology I, or its equivalent, and Senior standing.

Five hours. Six units.

Psychology III: Advanced Educational Psychology (Elective)

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

Prerequisite, Psychology I, or its equivalent.

Three or four hours. Three or four units.

Psychology IV: Clinical Psychology (Elective)

An advanced course in the observation of clinical work, and the direct study of individual problems.

Prerequisites, Psychology I and III, or equivalent courses.

Hours and units by individual arrangement.

Psychology V: 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.

Prerequisite, Psychology I. *Hours and units to be arranged.*

EDUCATION

Education I: Principles of Education

A discussion of the meaning, aims, methods and materials of education as conditioned by the nature of children and the organization of society.

Prerequisite, Psychology I and II. *Five hours. Six units.*

Education II: History of Education (Elective)

A brief survey of the history of education as the history of the conscious development of mankind and of their changing conceptions of education. (Not offered every term.)

Prerequisite, Senior standing.

Five hours. Six units.

Education III: Primary Education (An elective Methods Course)

A study of the principles and practice of education in primary grades. All the problems of these grades are handled concretely, constructively and practically. Psychology II is not a required but a desirable prerequisite.

Prerequisite, Senior standing.

Five hours. Six units.

Education IV: Rural School Management (Elective)

Constructive, practical and suggestive treatment of the internal problems of the typical rural school. Equipment, organization, management and administration are considered in detail.

Prerequisite, Senior standing.

Five hours. Six units.

Education V: School Law and Administration

A history of the rise and development of the California school system and of California school law, with especial consideration of the teacher's relationship to supervisory and administrative authorities.

Prerequisite, Senior standing.

Three hours. Four units.

Education VI: Kindergarten Education (Elective)

A short course in the principles of the kindergarten, designed especially for students of the General Professional School. The course also affords some opportunity to observe the children in their activities.

Prerequisite, Senior standing.

Three hours. Four units.

Sociology I: Problems of Child Sociology

A study, largely in the concrete, of typical sociological problems of child life, such as child hygiene, infant mortality, child labor, delinquency, defectiveness, dependency, orphanage, etc.

Prerequisite, Junior A standing and to be accompanied by Observation I.

Three hours. Four units.

Sociology II: Principles of Educational Sociology

A study of the elements of applied sociology, including consideration of the rise and development of social institutions and organizations. Special consideration given to the sociological problems of rural life and the relation of the teacher and the school to them.

Prerequisite, Sociology I and Psychology II.

Five hours. Six units.

THE DEPARTMENT OF READING

MRS. HUNNEWELL

MISS KEPPIE

MISS THOMAS

Reading A

A preparatory course in oral and silent reading for students who fail to pass the entrance examination in the subject.

*Five hours. No units.***Reading I: Required Basal**

Oral expression; voice training; phonetics.

*Five hours. Six units.***Reading II: Methods**

Reading and phonetics throughout the grades; story-telling; dramatization.

Prerequisite, Junior A standing.

*Five hours. Six units.***Reading III**

Advanced interpretations; voice training; platform deportment.

Prerequisite, Reading I.

*Five hours. Six units.***COURSE IN LIBRARY METHODS**

MISS FARCO

This course is intended as an introduction to the use of books and the library, also to the organization and management of school libraries. Five periods 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.

*Five hours. Three units.***THE SCHOOL OF COMMERCIAL TRAINING**

MR. AUSTIN

MRS. PLOUGH

MRS. ALLEN

(An additional instructor to be appointed)

Advanced Standing

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

The purpose of this course is to develop the double entry principle, including business and financial statements. The student is taught the value of accuracy and familiarized with ordinary commercial papers.

Five hours. Six units.

Bookkeeping II

Time is given to journalizing, making opening entries, trial balances, statements of different forms, closing the ledger, and analyzing accounts.

Prerequisite, Bookkeeping I.

Five hours. Six units.

Bookkeeping III

Partnership business and special column books.

Prerequisite, Bookkeeping II.

Five hours. Six units.

Bookkeeping IV

Cost accounting.

Prerequisite, Bookkeeping III.

Five hours. Six units.

Bookkeeping V

Banking and corporation accounting.

Prerequisite, Bookkeeping IV.

Five hours. Six units.

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

Penmanship A

A preparatory course for those who do not pass the entrance examination.

Three hours. No Normal School credit.

Penmanship I

Arm movement and other fundamental principles. This course is offered each term. *Five hours. Six units.*

Penmanship II

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

Prerequisite, Penmanship I. *Five hours. Six units.*

Shorthand I

A thorough study of twelve lessons in the Gregg Manual.

Five hours. Six units.

Shorthand II

Gregg Manual completed and reviewed.

Prerequisite, Shorthand I or its equivalent. *Five hours. Six units.*

Shorthand III

Dictation and accurate transcription. Taking dictation outside of, and in the department. Transcribing ready for the mail or printer.

Prerequisite, Shorthand II. *Five hours. Six units.*

Business Practice (Secretarial)

Actual work taking dictation, transcribing, duplicating and filing.

Five hours. Six units.

Typewriting I

Touch method. Finger exercises. Mastery of the keyboard and a study of the machine.

Five hours. Four units.

Typewriting II

A continuation of Typewriting I. Addressing envelopes, writing legal forms. Simple speed practice. Carbon duplication. Mimeographing.

Prerequisite, Typing I. *Five hours. Four units.*

Typewriting III

Transcribing notes. The use of office equipment. Mimeographing.

Prerequisite, Typing II.

Ten hours. Six units.

Hours need not be consecutive.

Business English

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.

Five hours. Six units.

Commercial Law I, II

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

Five hours. Six units.

THE SCHOOL OF FINE ARTS

MISS GERR
MISS CRAWFORD
MISS FRIEND

MISS BROOKS
MISS PINKNEY
MISS WESTCOTT

MISS HAZEN
MISS CHANDLER

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 lead to self-expression, and to prepare the student to teach the subject to others 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**Art A, B, and C**

For students who do not fully meet the entrance requirements.

Art Appreciation and History of Art

Lectures illustrated by lantern slides.

Art I, II, and III

Study of art structure. Principles and elements of art. Application to problems in design and in drawing and painting.

Composition and Design—Art Structure

Applied Design. Relation of design to handicraft. Construction drawing.

Art Crafts

Making simple objects in cardboard. Wood block printing, dyeing, stenciling, weaving, embroidery, stained glass windows (painted glass).

Clay. Bookbinding. (See School of Manual Arts.)

Costume Design

Principles and elements of art applied to costume.

Costume Appreciation

Application of elements of art to the individual, in dress, millinery and hairdressing.

History of Costume

An appreciative study of costume.

Millinery (See School of Home Economics)

Interior Decoration

Application of art principles to public building and homes.

Lettering (Freehand)

Design in lettering.

Drawing and Painting

Study of significant line, values, light and shadow, color, perspective.

Outdoor Sketching

Study of line, values, and flat color.

Illustration

Pictorial composition, cartoons. Processes of reproduction.

Art Methods

Structural (synthetic) and analytic methods compared. Discussion of children's work and problems in teaching. Planning courses of study, equipment, etc.

Criticism

Entire work of each week put up for comparison and criticism.

Mediums

Charcoal, chalk at blackboard, pencil, ink, cut paper, crayola, water color, fresco and oil colors.

THE SCHOOL OF HOME ECONOMICS

MISS WEEB
MISS HALLAM

MISS CHILTON
MISS EVANS
MISS CROSTER

MISS BECKETT
MISS HULL

The School of Home Economics Offers Three Courses:

- A. Special Elementary Course requiring three years.
- B. General Professional and Elementary Course requiring three years.
- C. Secondary Course requiring one year in addition to the Elementary Course.

Advanced Standing

Credentials and notebooks must accompany request for advanced standing.

Examinations may be required by the school.

EXPLANATION OF THE COURSES

Home Economics Education: Discussions 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, and methods of presentation.

Five hours. Six units.

Home Economics I: Discussions and Practical Work

This course gives a brief survey of the field of home economics. Special attention is given to the study of food, shelter, clothing, and sanitation, with special application to the problems of daily living. Practical application of important principles is worked out in the laboratory.

Five hours. Six units.

Home Economics in 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.

Prerequisite, Home Economics I.

Five hours. Six units.

History of Home: Reading, Discussions, Problems

A study of the development of the home from the primitive to modern times, and the status of women during each period.

Two hours. Three units.

Food Products

This course includes a study of the production and manufacture of the staple foods.

Two hours. Two units.

Household Management: Lectures, Discussions, Reports

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.

Two hours. Three units.

Household Sanitation: Lectures, Reports

A study of fundamental principles of sanitation with special application to the household. The course deals with the water, milk, and general food supply, the disposal of garbage, the spread and control of infectious diseases, and the functions and methods of boards of health.

Two hours. Three units.

***Cookery I: Lectures and Laboratory Work**

A review of the fundamental principles of cookery with application to a wide range of food materials.

Five hours. Five units.

Cookery II: Lectures and Laboratory Work

This course is intended to give practice in handling materials in larger quantity and greater variety. Special attention given to school lunches and the school cafeteria.

Five hours. Five units.

Cookery III: Lectures and Laboratory Work

The purpose of this course is to give experience in home cookery and service. It includes the planning, cooking, and serving of meals of varying types and costs. Practice given in garnishing and decorating for special occasions.

Five hours. Five units.

Cookery IV: Lectures and Laboratory Work

This course consists of the problem of special diets, as the feeding of infants, and of the sick and convalescent.

Five hours. Five units.

***COOKERY LABORATORY UNIFORM:**

1. White, plain tailored shirt waist.
 - (a) May have round or pointed neck.
 - (b) Sleeves below the elbow.
2. No colored ribbons or ties.
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.

Cookery V: Lectures and Laboratory Work

In this course the student is taught the complicated processes of cookery, the preparation of fancy dishes, and the use of a variety of flavorings, seasonings, and food materials. *Five hours. Five units.*

Cookery VI: Lectures and Laboratory Work

The purpose of this course is to give practice in handling material for small and large institutions. There will be opportunities to visit institutions and cafeterias. *Five hours. Five units.*

Dietetics I: Lectures, Recitations, Laboratory Work

A study of the nutritive value of foods, the feeding of individuals and of families with reference to the nutritive requirement, and cost in relation to income. *Five hours. Five units.*

Dietetics II: Lectures, Recitations, Laboratory Work

This course deals with the food requirement of the individual in health and disease. Dietary problems are considered with regard to age, sex, occupation, and other conditions. *Five hours. Five units.*

Chemistry I: Food Chemistry. Lectures and Laboratory Work

Study of the composition, manufacture and preservation of foods. Prerequisite, General Chemistry. *Five hours. Five units.*

Chemistry II: Food Chemistry Advanced. Lectures and Laboratory Work

Study of foods continued, with methods of determining purity, adulterants, etc. *Five hours. Five units.*

Chemistry III: Household Chemistry. Lectures and Laboratory Work

Study of fuels, water, soap, dyes, bluing, cleansing agents and chemicals used in the home. *Five hours. Five units.*

Bacteriology: Lectures and Laboratory Work

Study of bacteria, yeasts and molds, with special reference to the forms which affect every-day life. *Five hours. Five units.*

Laundry: Discussions and Practical Work

This course presents the principles and processes of laundry work. Selection of equipment, materials, methods of work, and problems in teaching will be emphasized.

Parallel, Sewing IV.

Three hours. Three units.

Sewing I: Elementary Clothing and Handwork

This course includes practice in the use of the sewing machine and its attachments; the making of fundamental stitches; the use of commercial patterns; hand and machine sewing applied to undergarments; simple repairing, mending, and patching. *Five hours. Five units.*

Sewing II: Elementary Dressmaking. Laboratory Work

A study of the fabric, color, and line as applied to simple dressmaking. The making of two dresses, a white dress suitable for a uniform and a lingerie dress. Special attention given to work and design. *Five hours. Five units.*

Sewing III: Advanced Dressmaking. Laboratory Work

Straight-line drafting and crinoline modeling. Making of a wool and a silk dress. Special attention to design, suitability and finishing. *Five hours. Five units.*

Sewing IV: Renovating and Remodeling

1. Of undergarments.
2. Of outside garments. Remaking one dress.
Parallel, Laundry. *Five hours. Five units.*

Sewing V: Special Problems in Dressmaking

Pattern making and draping. Evening dresses. *Five hours. Five units.*

Textiles: Lectures and Laboratory Work

Study of the textile industry from primitive to present methods of production and manufacture. Microscopic examination of fibers, methods of identification, and tests for adulterants, shrinkage, and color. *Five hours. Five units.*

Millinery I

Making and covering of simple buckram and rice net frames. Elements of wire frame making, flower making, and pleating. *Five hours. Five units.*

Millinery II

Review of pattern drafting. Making of several hats of different materials. Wire frame making and covering. Advanced flower making. Special attention given to workmanship, design, and skill. *Five hours. Five units.*

Costume Design

Designing of costumes for the individual. Study of lines, colors, and styles best suited to various types. *Four hours. Four units.*

History of Costumes

An appreciative study of beautiful costumes, beginning with the Greek and Egyptian, and including modern dress.

Three hours. Three units.

House Furnishing I

The application of principles of proportion, subordination, etc., to household art. Color harmony. Use of color in different exposures; its effect upon the eye. Spacing as applied to divisions of wall, curtains, arrangement of flowers, pottery, etc. Discussions of wall papers, draperies, damasks, etc.

Four hours. Four units.

House Furnishing II

A continuation of the work done in the first course, with special emphasis on the economic selection of modern house furnishings.

Four hours. Four units.

House Plans

Application of mechanical drawing to house plans. Study of suitable site, floor plans, elevations, heating, lighting and ventilation. To accompany the course in architecture.

Four hours. Four units.

Nursing

Elementary home nursing and first aid; emergencies; home care of the sick.

Two hours. Three units.

THE SCHOOL OF KINDERGARTEN TRAINING

MISS MASCORD

MISS BARBOUR

MISS GREENWOOD

MISS KNIGHT

MISS WELLSBORN

This school offers two courses: A two-year course leading to a Kindergarten Diploma, and a three-year course leading to both Kindergarten and 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 Principles and Theory**

Lectures, discussions, papers—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.

Handwork

Lectures, discussions and practical work. These courses are designed to equip the student with a practical knowledge of the Froebelian gifts and occupations and of such other materials as serve as a means of self-expression for the child of kindergarten age, with the principles and methods which underlie their use.

Construction Handwork

This work is suitable for kindergarten children and the primary grades. It embraces constructive work with paper, boxes, and miscellaneous materials. The problems of the doll, the doll house, doll furniture, and children's simple toys are worked out.

Story Work

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, folklore, 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 throughout the course.

Games

The purpose of this course is twofold: First, a study of the play activities of child life is made, and through the actual playing of children's games students are brought into greater sympathy with child life; second, a general study of the history of play, as well as a broad consideration of the evolution of the modern play movement, is made. Rhythmic, dramatic, and traditional games are developed and played.

Music: Piano

A course designed to give practical knowledge of kindergarten rhythms and songs, to develop by actual use of the piano in class, ability in spirited and rhythmical accompaniment of activities, and sympathetic accompaniment of songs.

Vocal

Breathing exercises, voice placing, sight reading, selection of kindergarten music, and study of kindergarten songs; work in phrasing and expression.

Students must take an examination in piano music before registering, and those conditioned in music must remove the condition before entering upon their Senior year.

Program

Lectures, discussions, and required readings. This course aims to make application of the principles of kindergarten theory in practical work. The kindergarten materials are studied with a view to the formulation and arrangement of a kindergarten program.

Observation

Observation in the kindergarten and primary grades is required of all students before they begin teaching. Two courses are given in the Junior year. The observation is followed by conferences with the different training teachers concerned and is closely correlated with the student's class work.

Primary Methods

The purpose of the course in primary education is to acquaint the student with the nature and needs of the children in the primary grades. Problems of adjustment to each other of the child and the daily program are discussed. Definite methods of teaching all subjects in the primary grades are formulated. Demonstration lessons are also given with primary children, showing children at work, and the application of the methods formulated. Special attention is given to such subjects as plans, programs, outlines, seat work, sources of materials, story-telling, games, gardening, motivation, handwork, and ethics. Special study of the kindergarten and Montessori methods is made from the viewpoint of their contribution to primary education. An effort is made to follow the children in their periods of development through the primary grades, and to set definite tests by which their physical, intellectual, and spiritual growth may be measured.

Prerequisite, Senior standing.

Five hours. Five units.

Teaching

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.

THE SCHOOL OF MANUAL ARTS

MR. MANSFIELD
MISS RICHARDSON
MISS WHITICE

MISS BLANCHARD
MR. ANGIER
MR. CALKINS

MISS SWAINSON
MR. KEAVIS
MR. GAILBRATHE

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: First, the General Normal Diploma; second, the Manual and Fine Arts Type, Elementary.

EXPLANATION OF THE COURSES

Organization of Manual Arts Courses

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. Three units.

HANDWORK

Handwork I

This work is given for General Professional students, and is a study of materials and processes suitable for the first six grades of the elementary school. It includes paper and cardboard construction, booklet making, simple forms of textile construction, clay modeling, and sand table problems.

Five hours. Six units.

Handwork II

Continuation of Course I, together with reed basketry.

Five hours. Six units.

Handwork Methods

A study of the fundamental values of handwork as a means of education. Discussion of the relation of Manual Arts to the other subjects of the elementary school. *Two hours. Two units.*

CRAFT COURSES

Prerequisite, Art I, or equivalent.

Bookbinding I

Making of boxes, pads, portfolios and books involving the simpler processes of bookbinding. *Five hours. Four units.*

Bookbinding II

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

Bookbinding III

Course and hours to be arranged with instructor.

Leather Craft I

Decoration of leather by means of tooling, modeling, incising, inlaying and coloring, and making up articles. *Five hours. Four units.*

Leather Craft II

Continuation of Course I, together with much more difficult constructions in the making of purses, billbooks, etc. *Five hours. Four units.*

Leather Craft III

Course and hours to be arranged with instructor.

Metal Craft I

Processes of raising, saw-piercing, etching, soldering, repoussé work, and enameling. *Five hours. Four units.*

Metal Craft II

Continuation of Course I, together with chain making, stone setting, and leaded glass work. *Five hours. Four units.*

Metal Craft III

Course and hours to be arranged with instructor.

Pottery I

Modeling and hand-built pottery. Emphasis is laid upon the study of form, design, decoration, and technique. *Five hours. Four units.*

Pottery II

Continuation of Course I, together with casting, throwing, glazing, and firing. *Five hours. Four units.*

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.

Five hours. Four units.

Textiles II

Textile designing, and more extensive pattern weaving.

Five hours. Four units.

Textiles III

Course and hours to be arranged with instructor.

INSTRUMENTAL DRAWING**Mechanical Drawing I**

Working drawings and lettering.

Five hours. Three units.

Mechanical Drawing II

Orthographic projection.

Five hours. Three units.

Mechanical Drawing III

Orthographic projection continued, and a brief treatment of isometric and cabinet projection.

Ten hours. Six units.

Architectural Drawing I

or

Machine Drawing I**Architectural Drawing II**

or

Machine Drawing II

Architectural Drawing III

or

Machine Drawing III*Ten hours. Six units.***WOODWORKING COURSES****Woodwork I**

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. *Ten hours. Eight units.*

Woodwork II

Cabinet and furniture design and construction.

*Ten hours. Eight units.***Woodwork III**

Elementary problems in bench work and finishing. Methods of teaching woodwork. *Ten hours. Eight units.*

Pattern Making I

The work includes the use of woodworking machinery, making of wood patterns, core boxes, and molding. *Ten hours. Eight units.*

Pattern Making II

Continuation of preceding course.

*Ten hours. Eight units.***Pattern Making III**

Continuation of preceding course.

*Ten hours. Eight units.***COURSES FOR RURAL SCHOOLS****Building Construction**

Covers work in wood, plaster, concrete, brick, and iron.

*Ten hours. Eight units.***Rural Engineering**

The care and repair of engines and pumps.

Ten hours. Eight units.

METAL-WORKING COURSES

Forge Practice I

Includes the forging and welding of iron and steel, hardening and tempering. Oxy-acetylene welding. *Ten hours. Eight units.*

Forge Practice II

Continuation of preceding course. *Ten hours. Eight units.*

Forge Practice III

Continuation of preceding course. *Ten hours. Eight units.*

Foundry Practice I

The work includes molding, core making, and cupola practice. *Ten hours. Eight units.*

Foundry Practice II

Continuation of preceding course. *Ten hours. Eight units.*

Foundry Practice III

Continuation of preceding course. *Ten hours. Eight units.*

Machine Shop Practice I

Standard processes of machine shop practice, tool making, and machine construction. *Ten hours. Eight units.*

Machine Shop Practice II

Continuation of preceding course. *Ten hours. Eight units.*

Machine Shop Practice III

Continuation of preceding course. *Ten hours. Eight units.*
Additional shop work to be arranged for with instructor.

THE SCHOOL OF MUSIC

MISS WRIGHT
MISS BARNHART

MISS BLEWETT

MISS COUGH
MRS. VAUGHN

EXPLANATION OF THE COURSES

Ear Training I, II, III

The object of this course is to train the ear, to strengthen the musical memory, and to assist the students to write from dictation.

Course I. *Five hours. Five units.*

Course II. *Five hours. Five units.*

Course III. *Five hours. Five units.*

Prerequisite, Music C.

Music A, B, C

Sight singing and elementary theory.

Music I

One year's work in music organizations.

Music I_k (kindergarten).

or

Music I_r (rural schools).

or

Harmony I.

Prerequisite, Music C.

Harmony I

Study in major, minor, and chromatic scales and intervals; triads and their inversions. The dominant seventh chord.

Five hours. Six units.

Prerequisite, Music C.

Harmony II

Chord relation in cadence, different species of seventh and ninth chords, melody writing, keyboard work, harmonization of melodies and chord analysis, modulation.

Five hours. Six units.

Prerequisite, Harmony I.

Harmony III

Modulation, continued. Altered chords, analysis, harmonization of melodies and original composition.

Five hours. Six units.

Prerequisite, Form and Analysis I.

Composition I

Prerequisite, Harmony III.

Two hours. Three units.

Harmony IV

Methods of harmony. Textbooks reviewed and compared.

Three hours. Three units.

Methodology

A study of schoolroom problems and the adaptation of material to the grades in the light of pedagogical principles as developed in the Department of Education.

Course I (Methods VII, General Professional)

The sensory period. Kindergarten, first and second grades.

Prerequisite, Psychology I.

Five hours. Six units.

Course II

The associative period. Third, fourth and fifth grades.

Prerequisite, Course I. *Five hours. Six units.*

Course III

The adolescent period. Sixth, seventh and eighth grades.

Prerequisite, Course II. *Five hours. Six units.*

Course IV (Elective)

General problems and high school supervision.

Five hours. Six units.

History and Appreciation I

Relation of music to the other arts and to human life; music of the primitive, semi-civilized, Greek, Roman, and medieval periods; the epoch of vocal counterpoint; the development of monophony.

Programs illustrating the various periods. *Five hours. Six units.*

Prerequisite, Harmony I.

History and Appreciation II

Development of music through the classic and romantic periods. The study of programs by visiting artists and representative music organizations.

Five hours. Six units.

Prerequisite, History and Appreciation I.

History and Appreciation III

The early nineteenth century and the modern period, illustrated by programs.

Five hours. Six units.

Prerequisite, History and Appreciation II.

Appreciation IV

A study of the modern trend in music. *Five hours. Six units.*

Prerequisite, History and Appreciation III.

Form and Analysis I

Elementary form.

Five hours. Six units.

Prerequisite, Harmony I.

Form and Analysis II

Continuation of simple song forms, song form with trio, variation forms.

Five hours. Six units.

Prerequisite, Form and Analysis I.

Form and Analysis III

Rondo and sonata, allegro forms.
Prerequisite, Form and Analysis II.

Five hours. Six units.

Chorus Conducting

For six terms.

Two hours. One unit.

Observation I (Music)**Voice I, II, III, IV, V, VI**

Breath control, tone placement, repertoire.

Two hours, two units a term.

Twelve hours. Twelve units.

THE SCHOOL OF PHYSICAL EDUCATION

MISS ARMOUR

MISS GRUNEWALD
MRS. WALLACE

MISS KELLS

Anatomy I

Study of the skeleton—bones, joints, muscles.

Five hours. Six units.

Anatomy II

Study of the circulatory systems, nerves and viscera.

Five hours. Six units.

Advanced Physiology

Special reference to the physiology of exercise.

Five hours. Six units.

Personal Hygiene

Three hours. Four units.

Theory I

Discussion of methods and technique of teaching.

Three hours. Four units.

Theory II

Discussion of the needs, the aims, and the effects of physical exercise.

Two hours. Two units.

Symptomatology and Physical Diagnosis

Lectures on the nature, cause and symptoms of common diseases. Consideration of normal and abnormal conditions of the organs of the body.

Three hours. Three units.

Emergencies

First aid to the injured.

Two hours. Two units.

Corrective Gymnastics I

Study of posture. Methods of correcting.

*Three hours. Two units.***Corrective Gymnastics II**

Study of lateral curvature of the spine, round shoulders, weak and flat feet. Anthropometry. Methods of measuring and testing body.

*Three hours. Three units.***Corrective Gymnastics III**

Practical work with children.

*Three hours. Two units.****Gymnasium Practice I**

Elementary gymnastics.

*Five hours. Three units.***Gymnasium Practice II**

Advanced gymnastics with apparatus.

*Five hours. Three units.***Gymnasium Practice III**

Continuation of Practice II.

*Five hours. Three units.***Gymnasium Practice IV**

Hand apparatus.

*Five hours. Three units.***Gymnasium Practice V**

Advanced gymnastics.

*Five hours. Three units.***Gymnastic Teaching***Three hours. Two units.***Playground Organization and Administration***Three hours. Four units.***Playground Games**

Elementary team and group games.

*Three hours. Two units.***Schoolroom Games***Two hours. One unit.***Schoolroom Gymnastics**

Exercises graded and adapted to the schoolroom.

Two hours. One unit.

*Regulation gymnasium suit and shoes required.

Athletics I

Organized team games, such as German bat ball, volley ball, newcomb, captain ball, long ball. *Ten hours. Six units.*

Athletics II

Major sports, such as basketball, indoor baseball, tennis, field hockey. *Eight hours. Four units.*

Track Athletics

Two hours. Two units.

Folk Dancing I

Simple elementary dances. *Two hours. One unit.*

Folk Dancing II

Advanced folk and national dances. *Two hours. One unit.*

Pageantry and Folk Dancing III

Three hours. Two units.

Dancing Methods

Analysis and teaching progression of foundation steps. Adaptation of steps to music. *Two hours. Two units.*

Classic Dancing I

Simple æsthetic group and couple dances. *Three hours. Two units.*

Classic Dancing II

Continuation of Course I, with some interpretive dancing. *Three hours. Two units.*

Required courses for students of the General Professional School:

Physical Education I

Practice work in elementary gymnastics, games and folk dancing. *Three hours. Three units.*

Physical Education II

Study of posture. Theory and methods of teaching elementary gymnastics. *Two hours. Three units.*

Physical Education III

Continuation of Course I. Emphasis on playground games and folk dancing. *Three hours. Four units.*

THE TRAINING SCHOOL

Beginning with the year 1915-16, the Normal Training School was organized as an integral part of the Normal School. It consists of a kindergarten, the succeeding six grades of the elementary school, and the three years (7-9) of the intermediate school. Pupils are admitted upon the same terms as to Los Angeles city schools, and the same general plan for classification and promotion obtains.

The work of the Training School is so planned that the student-teachers are given sufficient experience to enable them to teach successfully. They are placed under such conditions that from the first they will form correct professional habits and master those principles which will insure future growth.

To secure the first end each student is required to teach throughout the Senior year under conditions which duplicate in all essentials those found in the public schools of the state. No one is allowed to graduate who has not passed this test and been found capable in discipline and efficient in instruction.*

To form the basis for growth the students are given abundant opportunity to observe the best teaching, for the purpose of seeing what it has that will be helpful to them, and are led constantly to note the application of the principles upon which all good teaching must rest.

COURSE OF STUDY

Pupils are subject to the possibility of change to Los Angeles city schools. Therefore, the courses of study for the schools of the city in the kindergarten and elementary school are followed sufficiently to permit such changes to be made without loss to pupils, but they are followed only to the extent necessary to permit such changes. The pedagogical aims and the practices of the school and the courses of study to some extent are determined by the Normal School. During 1915-16, the six courses of study for intermediate schools of Los Angeles were followed, except that one suggested elective, Latin, was not offered.

*NOTE.—Beside the Normal Training School, portions of two other city schools are utilized as supplemental training schools. In 1916-17 Los Felix and Grand Avenue schools were so used. In addition, a number of students are given opportunity to do cadet teaching in other Los Angeles city schools. A few have opportunity to do cadet teaching in rural schools.

LIST OF GRADUATES SINCE PUBLICATION OF LAST PRECEDING BULLETIN

The Summer Class, June 22, 1916

GENERAL PROFESSIONAL SCHOOL

Frances Josephine Abberley	Nina B. Brown	Theresa Isabelle Douglass
Belle Edna Adams	Harriet Mercer Brubaker	Mary Florence Dovey
Pauline C. Adams	Alice Bryant	Fannie Marion Dow
Doris Isabel Aiken	Erna Bryant	Dorothy Dukes
Cecile M. Aicora	Marie Buck	Katharine N. Dukes
Gertrude Mabel Allison	Mary E. Bucklen	Georgia M. Duncan
Eather Elvira Almquest	Mollie R. Buckley	Rose Marie Duncan
Alma Maude Anderson	Polly Elizabeth Bumgarner	Claire Elizabeth Dutton
Fern A. Anderson	Ellen Irene Burke	Martha Phyllis Eccles
Olive Matilda Anderson	Fae R. Butler	Frances Dorothy Edgar
Grace F. Angevine	Edna Lois Byers	Clara O. Eggen
L. Edith Armour	Elizabeth Byrkit	Ruth H. Eldridge
Beatrice Armstrong	Helen L. Calkins	Maude Virginia Ellis
Dorothy Lee Armstrong	Margaret Cambern	Frances A. Erickson
Adele G. Axtman	Claudia B. Cart	Olga Yvette Ewing
Eunice Balsam	Mary R. Carver	Pearl Farrell, A.B.
Myrth E. Balcom	Melba Case	Dorothy F. Findlay
Edith Gertrude Baller	Kathryn McQueen Caskey	Bernadette Fitz Gerald
Leona Balzer	Agnes Gertrude Chaddock	Gertrude Mary FitzGerald
Mary Banning	**Emily Brugman Childs	Harold Pierre Fitzpatrick
Marie Agnes Barry	Elsie E. Church	Elsa Flatau, A.B.
Laura Adeline Baumgardner	Mayme E. Church, B.A.	Marjorie Foote
Lelah Merle Baxter	Dorothy C. Clark	Sara Forsyth
Mabel V. Bayley	Grace Clark	Adele Julie Fortin, A.B.
Mabel Beckwith	Katherine Clark	Charlotte Mary Foster
†Rachel Christina Beggs	Olive Lenore Clarke	Hazel Leota Foster
Elisa Edna Bennett	Nellie Eleanor Clayton	Clarice Eleanor Fowler
Julia Berglund	Charles Alford Clifford,	Flora May Fox
‡Emma C. Bergman	LL.B.	Lula France
Catherine Lucia Bessolo	Ruth Lucretia Close	Rena Bixby Francis
Beulah Martha Bigham	Ruth Hastings Cogswell	†Howard W. Franklin
Emily Josephine Blakeley	Delsy Dyche Conwell	†Maud E. Franklin
Clara Elizabeth Blesener	Rose Anna Coughlin	Ellery Friend
Sara Willie Blount	Lauretta Cowgill	Vesta A. Frier
**Ruth Boesch	Ione Crabb	Margaret Froot
Florence Leonie Bogaert	Ruth Ella Craig	Lucy E. Gamsby
Mary Louise Boggust	Bertha Cramer	Jural Elizabeth Garrison
***Mary Ellen Boland	Jessie Ruth Crandall	Ruth Ida Gates
Jessie Bradford Bond	Nellie F. Crasper	°Mary Belle Gere
†Ruby Alpert Bonnalle	Catherine Elizabeth Croft	Bernice Isola Giddings
Gladys Anita Bonner	Eather Margueriete Crosby	Mable Jessie Gilchrist
Irene Emma Bonsall	Trilby Ilene Crum	Bessie Gill
‡Winnifred Juanita Bowen	Ala E. Curl	Jessie Gill
Gladys V. Bowyer	Mary Bryant Dale	Berenice F. Gilligan
Margaret Box	Rachael C. Darwin	Gertrude Anne Gilligan
Margaret D. Bradley	Dorothy Otilia Davids	Marie Antoinette Girard
Ruth Virginia Bradley	Frances Winnifred Day	Isabel Gorrell
Leola Bren	Dorothy Dean	George L. Goulet
Catherine Agnes Brennan	Geneva Jane Dean	°Pearl Stark Grabill
**Ethel Allen Britto	Jean Delmarter	Bernice Madeline Grace
Marguerite Rose Brooks	Zylpha Dismukes	Mary Ethelyn Grace
Harold Delbert Brown	Ella Lucille Donovan	Margaret Levack Grant
Harriet A. Brown	Robert Herschel Douglass	Carrie Louise Gray
Myrtle Emily Brown		

GENERAL PROFESSIONAL SCHOOL—Continued.

May Josephine Greer	Agnes M. E. Kraemer	Anna Marie Elizabeth Meyer
Zora Gridley	Emma Augusta Kranz	Grace M. Miller
Gertrude Catherine Grinnell	Esther H. Krehbiel	Lora J. Miller
Constance Browne Guthrey	Effie Cecilia Larkin	Nell Adelia Miller, A.B.
Mary Ethel Guthrie	Rose L. Larsen	Edna A. Mills
Alice Forseman Gwaltney	Ruth Gertrude Lasswell	Marian Cordelia Miner
Mary L. Hallmark	Stella Frances Lattin	Fannie Marie Mitchell
June Hamill	Emily Josephine Lavrich	Marie Lucille Mitchell
E. Wynona Hamilton	Mary Elizabeth Ledbetter	Angeline Mollett
Juanita Hamilton	Imogene Victoria Leet	Winifred Moore
Ynez F. Hannon	Emma Elise Lefebvre	Inez Stoner Motherspaw
Edith Josephine Hanson	Camilla Lewis	Ida Mae Mundorff
Ruth Clarke Harding	Phila E. Lewis	Valentine Daggett Munn
Helen Crane Hardison	Elora Violet Lightle	Erna R. Nagle
Sophie E. Hardy	Elone Lindesmith	Elmer C. Neher
Elizabeth Rose Harney	Jocelyn Medes Loftus	Esther Marguerite Neighbor
Dorothy Gladys Harris	Julia Frances Long	Alice Esther Nelson
Eldred Estell Harts	Max F. Long	Elva Nelson
Grace Otis Haskell	Willette Long	Mary Helena Nelson
Neil Irene Haslett	Muriel Ione Loomis	Florence Neuhart
Jane Elizabeth Hazlett	†Emily Lucille Love	Beatrice Newman
Myrtle M. Hein	Zelda Blanche Love	Onda Newman
Geraldene L. Helsley	Ruby Agatha Luenberger	Lulu Newton
Minnie Henco	Helen May McCauley	Nettie N. Newton
Vera Henshaw	S. Eleanor McClellan	Lyliyan Evva Nichols
Clara Herman	Alice M. McCoy	Alta Nixon, Ph.B.
Gladys Hidden	Esther L. McCoy	Louise Norton
Irma B. Hiersche	Rena McCoy	Mary Ellen Nunamaker
Edith Marie Hitchcock	Belle M. McDermott	Grace H. Older
Marguerite Holdskom	Vera McDonald	Winnifred Olmsted
Gertrude Josephine Holmes, A.B.	Alma McEntee	Corinne E. Orff
Frances Luona Holst	Edith E. McGee, B.A.	Isabel Helen Osborn
Bob Howard	Harriett Augusta McGilliard	Lydia Packwood
Lois Howery	Mary Elizabeth McGovern	Ruth Palmer
Mary L. Hubbard	M. Elizabeth McGraw	Florence Estelle Palmerton
Vivian Ora Hulce	Margery McKee	§§Hugh Clement Parker
Juanita Margaret Hunsaker	Jan Sinclair McKenzie	Maude Mae Parr
Naomi Jane Hunt	Theima Ellis MacKenzie	Mary Elizabeth Pease
Helen Wagner Hunter	Margaret Mary McKinnon	Maria C. Peralta
Myrtle Hyde	Nell-Marie McKinnon	Robert B. Perry
Iris Edith Jeffrey	Georgiana T. McLaughlin	Erlinda Cecilia Pertusi
Lulu Marie Jenkins	Marguerite McLaughlin	Elsie Irene Petheram
Ethel F. Johnson	James Dudley McLeod, B.A.	Lucille Philippi
Lucille M. Johnson	Clara Elizabeth McNeese	Hazel Grace Pine
Vera L. Johnson	Irene Geraldine Macdonald	Helen Sylvia Pinkiert
Eunice Roberts Jones	Margaret Virginia Macpherson	Cora Helen Plimpton
Hazel L. Jones	Ola Myrtle Magee	Tessa L. Polkinghorn
Mariam Newton Jones	Lillian B. Magor	Gladys P. Post
Virginia C. Jones	Percival Major	Juanita Marie Powell
Mildred Lucinda Keep	Irene Margaret Majors	Della Inez Pursell
Minnie E. Kelley	Alberta Manual	Paul L. Radir
Mary Lida Kemp	Beulah Judith Marker	Sue Ramsaur
Dorothy Blanche Kenyon	Ella Henrietta Martin	Flossie E. Ramsey
Rachel Kimball	Evangeline Martindale, B.S.; A.B.	Coral F. Redwine
Henrietta King	Evelyn Mason	Callie F. Reed
Vida Patricia King	Harriet Lucille Mather	Mary E. Reed
Glena Kinman	Marguerite Matteson	Ethel G. Reeves
Dorothy Campbell Kirkland	Muri Anthony Maudlin	Erna Rehfeld
Agnes C. Knapp	Edna M. Maxwell	Alice Cameron Reid
Carrie C. Knickrehm	Dorothy Merritt	
Ruth C. Knowlton		

GENERAL PROFESSIONAL SCHOOL—Continued.

Gertrude Reinhard	Leota Snyder	—Frank Y. Van Valin
Anna Margaret Reynolds	Mary Fae Snyder	Vallie May Vaught
Clara May Rhodes	Catharine F. Somers	Geneva Versteeg
Dorothy Louise Risk	Adele Sommerfield	Louise Antoinette Vignes
Clarita Ritchey	Frances Spain	Mary Theresa Voss
Theodosia Sudna Roberts	Callie R. Sparkes	Marguerite Louise Walitrek
Hazel M. Robinson	Lucile Sparks	Hazel Edith Walsh
Louise M. Robinson	Margaret Emeline Spaulding	Ruth Edith Walsh
Myrtle Roe	Ruth D. Spaulding	Elizabeth Walton
Helen E. Rose	†Virginia Sprinkel	Kathryn Margaret Warner
Ethel L. Rosenbaum	Mildred Squire	Ada Ellen Watts
Ruby Alma Roth	Ruth Ellis Squire	†Dorothy Watts
Mae Leone Russell	Lena Stahl	Lilabel Lemon Weaver,
Mary Olive Sabin	Margaret Ruth Starr	Ph.B.
Edwin James Sadler	Frances Alice Stead	Vivian Webster
Zora F. Sampson	Anna Grace Stefa	Alice Marguerite Weldon
Ellis Savory, B.A.	Pearl Breesse Sterrett	Emma Lou' Wells
Gertrude E. Saxe	Gretchen Stine	Charles Edgar Wells
Canna Maudine Sayer	Alice B. Stockwell	Mackey Merle West
Myrtle Schlatter	Ruth Storm	Sarah A. Whelan
Paul A. Schmitt	Lillian Stoudt	Minnie C. Whipple
Hulda Schneider	Mabel Loda Stowell	Eugenia Whorrall
Marjorie E. Schneider	Frances Dorothy Stroud	Ruth Winifred Wierwille
Ruby Janet Schon	Irene Swarthout	Edith Ashmore Wilde
Lillian Belle Scott	Dorothy Elizabeth Taylor	Dorothy E. Wilkinson
Lois Olive Seat	Myrtle E. Thompson, B.A.	†Elizabeth Ruth Williams
Grace Sewell	Gladys Brigham Thornton	Vera J. Williams
Clara E. Shaw	Hazel L. Thrasher	Beatrice Eva Willis
Narcissa Frances Sheets	Ottie Ray Throckmorton	Lois Wilson
Linnie B. Shull	Grace E. Thurston	Metra E. Wilson
Franklyn Edwin Skinner	Ellen Eloise Tobias	Phyllis Brown Wilson
Mary Louise Slocum	Louise Togni	Rose Elizabeth Wilson
Hazel Ellen Small	Muriel Loftus Tottenham	Hazel Elizabeth Wood,
Helene Mary Small	Elizabeth Towle	Ph.B.
Eva E. Smith	Ruth J. Tracy	Thelma E. Woods
Frances Willard Smith	Ethel G. Truesdale	Ruth Wormer
Grace Etta Smith	Frances Lurline Trundy	Margaret Lee Wotton
Zeula Zong Smith	Helen Anna Turner	Adelaide Wride
Mary E. Smitheram	Claire Valentine	William A. Yarnell, B.A.
Grace Snelling	Reba Josephine Van Arsdale	

SCHOOL OF COMMERCIAL TRAINING

ELEMENTARY

*Edith Barrington

*Leah Fern Pierce

SCHOOL OF FINE ARTS

SECONDARY

†Mary Helen Eadie

Ruth Mildred Holder

ELEMENTARY

Josephine Anderson

Annitia Delano

Ethel Ashton

*Birdie May Glantz

Marguerite Burch

Muriel E. Halstead

Gladys Irene Payne

Carrie Ethel Whitham

SCHOOL OF HOME ECONOMICS

SECONDARY

*†Ruth M. Ellis †Margaret Jeannette Jay Ethel Robbins Scudder, A.B.
 †M. Leona Shoemaker

ELEMENTARY

M. Marie Bomberger	Leona C. Doyle	Irene A. Martin
Ethel May Briant	Mary C. Godde	Bessie Meek, B.S.
Olga Rosa Bryant	Helen Isabelle Grimes	Sarah J. Merritt
Grace Warren Clark	Dorothy Hill Keefer	Ethel Emily Schweissing
Helen May Coey	Camilla Lewis	Sarah Annita Smith
Fannie Marion Dow		

SCHOOL OF KINDERGARTEN TRAINING

Margaret Addis	*Mary Elizabeth Hoyt, A.B.	Rebecca Sawyers
Edith May Allen	Nellie Frances Hoogner	Faith Louise Shaw
Jessie May Atwood	Hollis Aileen Houston	Lucile Spencer
Francene Lewise Bishop, A.B.	Helen Senter Jenkins	Georgia Irene Springer
Ramona Harriett Block	Mary Maude Antoinette Keeler	Mary Suman
Minnie Gair Booße	Helen Elizabeth Kemp	*Hanna Catherine Tenneson
Hazel Hope Bryant	Louise Selma Lens	Harriett Finley Wallace
Julia Ellen Carroll	Ethel May McClarren	Ruth Elizabeth Weatherbee
Fern Cavanagh	Elinor MacCormack	Fay Welch
Hazel Estella Chandler	Margaret Ethel Macdonnell	Maida Wellborn, A.B.
Ida May Corey	Mildred Prescott Mangold	Edith West
Dorothy Day	Mildred Ione Olney	Hilda Mae Weston
Irene F. Ferguson	Lois Barbara Peebles	Mildred L. Wheeler, A.B.
Ada Rosamond Harris	Ruth May Robinson	Alice Woodruff
Ethel Hart		Helen Wright

SCHOOL OF MANUAL ARTS

SECONDARY

†Mildred M. Carlin *Carl Fine* Elmer Clark Richardson

ELEMENTARY

*Emma Frances Boyd	Wilbur Dale Harkness	Mary Koenig
Louise Mabel Drake	Charles W. Hart	Earl M. Van Aken
Mary Gray Fitz-Gerald	*Eleanor Hyne	
Alta Elizabeth Gaynor	Alvin P. Jaeger	

SCHOOL OF MUSIC

SECONDARY

Helen F. Bruhn	Helen Harris Chute	Bertha Evelyn McKay
Dorothy Carlotta Burton	Vincent Lloyd Jones	Hazel E. Roe
		<i>Ruth Spalding</i>
Ernestine Eleanor Conner	Nell Irene Haslett	Anna Hazel Logan
Dorothy Rachel Goddrich	Winifred Kathryn Hüser	Ruth Ellis Squire

SCHOOL OF PHYSICAL EDUCATION

SECONDARY

*Elma Louise Crank *Elizabeth A. Jones

ELEMENTARY

*Grace Alice Barnes	*Rosalie Keen	*Elinor Mersereau
Alice Foresman Gwaltney	*Eunice Irene Levy	Ida Mae Mundorff
*Maud Mackey Haskell		

†Graduate Manual Arts, Elementary.

‡Graduate Home Economics, Elementary.

**Graduate Kindergarten.

***Graduate Music, Elementary.

‡Graduate Fine Arts, Elementary.

§Graduate Fine Arts, Secondary.

°Graduate Music, Secondary.

*Graduate General Professional.

|| Graduating from General Professional School.

The Autumn Class, December 14, 1916**GENERAL PROFESSIONAL SCHOOL**

Elsie Adams	Melbourne Adolphus Gauer	Zella Van Why Robison
Essie Helm Adams	Rachel Elizabeth Gillett	Ada A. Root
Marion Albert	Gladys Griffin	Bessie Gertrude Rouse
Margaret Ball	Mary Tryphena Hancock	Helen A. Sander
Marie Edrie Barry	Hazel Lee Helvey	Beulah Sauvinet
Beulah Dana Bartlett	Richard Byron Huxtable	*Beulah Scheck
Eugenie Bean	Ruby May Irvine	Mabel S. Simmons
Marie Beck	H. Evelyn Irwin	Ilo S. Smith
Jeanne Louise Bertonneau	Jeanne Marie Knapp	Lucile Smith
Alfred Louis Blanchard	Erna M. Lacy	Weaver H. Smith
Angeline Bodan	Ether Marie Larson	Mattie L. Soehngen
Halicia Eulalia Bower	Grace M. Lewis	Adaline N. Spencer
Marion Fay Brasher	Sara Lucey	Bertha R. Steeves, R.N.
Clarissa C. Bridge	Alta G. McCabe	Ruth Adelaide Stone
‡Dorothy Carlotta Burton	Peri McLean	Rachel Sutton
Lora L. Clark	Margaret A. McNamara	Ada Blanche Terry
Margaret C. Connors	*Florence Edith Martin	Dora Davis Thompson
Walter Gilbert Coombs	Katherine Hope Mason	Janie B. Thorne
†Mildred K. Couch	Gladys Marie Mathews	Hazel Towne
Atossa L. Deuel	Viola Money	Ethel C. Warren
Flavia Mildred Dolton	Allene Moon	Dorothy Washer
Dorothy Sarah Edwards	Doris Margaret Murray	Bertha A. Weber
Vivian Griggs Engstead	Olga Nofsiger	Etta Russell White
Bernece Fairbanks	Lois E. Osborn	Vera Williamson
*Elizabeth Ferguson	Helen Mary Oscar	Margaret T. Willoughby
*Lucille Fitzmier	*Jessie M. Pettit	Ida Wilson
Marjorie McKee Fox	Emma Raybold	Louise Witherow
Ether Freyberg	Alma Reed	Mary Alice Zerell
Ava Gary		

SCHOOL OF HOME ECONOMICS**ELEMENTARY**

Ethel Asette Taylor

SCHOOL OF KINDERGARTEN TRAININGIone Gertrude Burtch
Frances C. DalyNorma A. Tracy
Bertha H. Wilcox

Wilma Geraldine Towne

SCHOOL OF MUSIC**SECONDARY**

Glenora Zink

SCHOOL OF PHYSICAL EDUCATION**ELEMENTARY**

Mildred K. Couch

*Graduate Economics, Elementary.

†Physical Education also.

‡Graduate Music, Secondary.

The Spring Class, March 22, 1917
GENERAL PROFESSIONAL SCHOOL

Jewel Allensworth	E. Merle Harrington	Edna E. Paar
Helen Lough Armstrong	Edith Garland Harris	Marguerite Parsons, A.B.
Helen Quist Armstrong	Bertha Hartley	Bertha V. Perryman
Harriet Hilda Barker	Gladys M. Hathaway, A.B.	Juliet Rich Pierce, A.B.
Margaret Romona Barry	Naomi M. Hawkey	Estella B. Plough
Frances R. Barry, A.B.	Alma C. Heap	Florence Ethel Peters
Mabel C. Bennett	William F. Holmblad	Lorena Webber Preston
Vera Jean Betts	Sarah Lowry Hughes	Gertrude Pursell
Ethelyn Bishop	Jeanette Maxwell Hunter	Gladys E. Pye
Nettie Glover Blocker	Gwendolyn Jones	Georgia Lillian Quaid
Lois Booker	Hazel Margaret Jones	Helen Jean Ramsey
Helen Bordwell, A.B.	° Mary Powell Jordan, M.D.	Amy Templin Reaser
Margaret Maurine Brown	Helen Keller	Corinne Alpha Reynolds
†Charlotte Story Devereux.	Florence M. Knoll	Dorothy E. Roper
Burns	Marguerite Lang	Mary E. Rosebrough
*Grace Warren Clark	May Culbertson Le Gaye	Reginald Floyer Saunders
Nellie Crilley Clark	Josephine Ramona Lemon	Marie Elizabeth Schmidt
Edith Crabbs	Marguerite Linden	Marie Dorothea Schubbert
Dorothy Elisabeth Creager	Mildred Amplias Lockwood	Mabel Alice Seelig
Almer Hall Crickmore	Sarah I. Lorens	—Lee Roy Smith
Josephine Myer Cullen	Ethel Burgess Lowry	S. Belle Smith, B.S.
Allegra Francis De Line	Estelle Laura McCall	Maude Spurlock
Grace Anita Demming	Annette May McCarty	Mabel Stephenson
Minnie Deutsch	Marguerite B. McDonald	Curtis Hunter Stewart
Charles L. Eason	Dorothy B. McLaughlin,	Irma Pearl Surber
E Esther Marie Eby	A.B.	Julia Abbie Taylor
Ruth H. C. Eliason	Mildred H. McWatty	Jean Thompson, A.B.
Mildred Clare Everett	Katharine Irwin Mackey,	Harriet Wallace
Laura B. Fitzgerald	Pd.B.	Clara Wasserman
Rosalind Martha Gates	Ruth Wynne Mansfield,	Harriet Louise Watts
Erol Gentry	A.B.	Evelyn Winifred Weldon
Lennie Clayton Goodrich	Isadora Lucille Martin	Susanne Marie Wetzig
Ruby A. Grider	Bernita Emily Miller	Helen Josephine White
Clementina de Forest	Gaydon Helen Moore	Mary E. White
Griffin, A.B.	Grace Evelyn Moulton	Helen E. Wilkins
Helen Griffin	Genevieve C. Neilan	Myra Anna Wilmot
*Helen I. Grimes	‡Katharine Neiley	Jessie Elizabeth Wilson
Margaret Julian Hadley	Alma P. Nichols	Theresa Katherine Louise
Rose L. Hain	Gladys Lenore Nicholson	Wold
Irma Isabelle Hanson	Cleora Olivia Owens	Lillian Genevieve Yarnell
Lorena M. Harkness		

SCHOOL OF COMMERCIAL TRAINING

ELEMENTARY

†Edna Frances Case

SCHOOL OF HOME ECONOMICS

ELEMENTARY

Carlie Rollins Hague

Katharine Neiley

SCHOOL OF KINDERGARTEN TRAINING

Alice Margaret Clausen,
A.B.Florence Kerns Hampton
Mary Eleanor MapelRuth Agnes Misener
Grace Elizabeth Seward

Florence Fryer Elliott

SCHOOL OF MANUAL ARTS.

ELEMENTARY

Myrtle Isabelle Ball

Herman Hess

†Graduate School of Manual Arts, Secondary.
*Graduate School of Home Economics, Elementary.
‡Graduate General Professional School.
°Graduate School of Kindergarten Training.
‡Graduating from General Professional School.

NUMBER OF GRADUATES SINCE ORGANIZATION

1. Year ending June 30, 1884.....	32
2. Year ending June 30, 1885.....	35
3. Year ending June 30, 1886.....	43
4. Year ending June 30, 1887.....	48
5. Year ending June 30, 1888.....	35
6. Year ending June 30, 1889.....	57
7. Year ending June 30, 1890.....	53
8. Year ending June 30, 1891.....	75
9. Year ending June 30, 1892.....	78
10. Year ending June 30, 1893.....	88
11. Year ending June 30, 1894.....	77
12. Year ending June 30, 1895.....	81
13. Year ending June 30, 1896.....	65
14. Year ending June 30, 1897.....	56
15. Year ending June 30, 1898.....	89
16. Year ending June 30, 1899.....	107
17. Year ending June 30, 1900.....	127
18. Year ending June 30, 1901.....	130
19. Year ending June 30, 1902.....	106
20. Year ending June 30, 1903.....	109
21. Year ending June 30, 1904.....	96
22. Year ending June 30, 1905.....	120
23. Year ending June 30, 1906.....	155
24. Year ending June 30, 1907.....	138
25. Year ending June 30, 1908.....	210
26. Year ending June 30, 1909.....	243
27. Year ending June 30, 1910.....	304
28. Year ending June 30, 1911.....	398
29. Year ending June 30, 1912.....	426
30. Year ending June 30, 1913.....	511
31. Year ending June 30, 1914.....	547
32. Year ending June 30, 1915.....	718
33. Year ending June 30, 1916.....	812
34. Classes of December, 1916, and March, 1917.....	219
Total	6379
Graduated from two courses, counted twice.....	191
Total, excluding those counted twice	6188