

**BULLETIN**

**OF THE**

**Los Angeles  
State Normal School**

**1917-1918**

**AND**

**Announcements for 1918-1919**

**THIRTY-SIXTH YEAR**

**CALIFORNIA STATE PRINTING OFFICE  
SACRAMENTO  
1918**

STATE NORMAL SCHOOL

LOS ANGELES, CALIFORNIA

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# Bulletin of Information

FOR 1918-1919



CALIFORNIA STATE PRINTING OFFICE  
SACRAMENTO  
1918

## CALENDAR—1918—19

### FIRST TERM

Tuesday, September 10, 1918.

9.00 A.M.—Faculty Meeting.

10.30 A.M.—Registration of students and preliminary enrollment in classes.

Wednesday, September 11.

9.00 A.M.—Registration and preliminary enrollment completed.

11.15 A.M.—General Assembly.

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

Friday, December 13.

Term closes.

### SECOND TERM

Thursday, January 2, 1919.

8.30 A.M.—Registration and preliminary enrollment of new students.

11.45 A.M.—Permanent enrollment in classes scheduled for remainder of the day.

Friday, January 3.

Regular schedule of classes.

Wednesday, March 26.

Term closes.

### THIRD TERM

Monday, March 31.

8.30 A.M.—Registration and preliminary enrollment of new students.

10.45 A.M.—Permanent enrollment in classes scheduled for remainder of the day.

Tuesday, April 1.

Regular schedule of classes.

Friday, June 20.

Commencement.

**BOARD OF TRUSTEES**

**WILLIAM D. STEPHENS** - - - - Governor of California

**Ex Officio**

**EDWARD HYATT** - - Superintendent of Public Instruction

**Ex Officio**

**RICHARD MELROSE**, Anaheim - Term expires July 1, 1914

**GEORGE I. COCHRAN**, Los Angeles - Term expires July 1, 1915

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

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

**IRENE TAYLOR HEINEMAN**, Los Angeles - - - -  
- - - - - Term expires July 1, 1919

**OFFICERS OF THE BOARD**

**RICHARD MELROSE** - - - - - President

**ERNEST C. MOORE** - - - - - Secretary

**CHARLES L. WHITE** - - - - - Assistant Secretary

**EXECUTIVE COMMITTEE**

**RICHARD MELROSE**                      **GEORGE I. COCHRAN**  
**IRENE TAYLOR HEINEMAN**

## FACULTY FOR 1917-18

(Names, except the first five, alphabetically arranged)

ERNEST C. MOORE, Ph.D., LL.D. ✓  
*President*

JESSE F. MILLSAUGH, A.M., M.D. ✓  
*President Emeritus, Dean*

HARRIET E. DUNN ✓  
*Secretary of the Faculty*

HELEN E. MATTHEWSON ✓  
*Counselor of Women*

MARY BURNLEY PORTER ✓  
*Appointment Secretary, and  
Assistant Supervisor of Practice Teaching*

EVA M. ALLEN ✓  
*Instructor in Stenography and Typing*

CARROLL W. ANGIER ✓  
*Instructor in Manual Arts*

SARAH ATSATT, A.B., M.S. ✓  
*Instructor in Biology*

MERRITT E. AUSTIN ✓  
*Director of School of Commerce*

\*FRANK H. BALL, B.S., ✓  
*Director of Training of Industrial Teachers  
under Smith-Hughes Act*

MARION B. BARBOUR, B.S. ✓  
*Instructor in Kindergarten Training*

MABEL BARNHART ✓  
*Instructor in Music*

RUTH E. BAUGH ✓  
*Instructor in Geography*

RUBY BAUGHMAN, A.M. ✓  
*Instructor in English*

KATHLEEN S. BECK, B.S. ✓  
*Instructor in Geography*

GLADYS BECKETT, B.S. ✓  
*Instructor in Home Economics*

EVA HAMILTON BERNAYS ✓  
*Assistant Supervisor of Practice Teaching*

\*Part of year.

## STATE NORMAL SCHOOL, LOS ANGELES

ADA F. BLANCHARD ✓  
*Instructor in Manual Arts*

MYRTLE BLEWETT ✓  
*Instructor in Music*

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

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

R. R. CALKINS ✓  
*Instructor in Mechanic Arts*

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

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

HELEN C. CHANDLER ✓  
*Instructor in Art*

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

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

ESTHER CRAWFORD ✓  
*Instructor in Art*

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

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

MILTON C. DRISKO ✓  
*Instructor in Mathematics*

MAUD EVANS ✓  
*Instructor in Home Economics*

ELIZABETH H. FARGO ✓  
*Librarian*

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

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

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

GEORGE W. GALBRAITH ✓  
*Instructor in Mechanic Arts*

NELLIE HUNTINGTON GERE ✓  
*Director of School of Fine Arts*

SUSANNE GOUGH ✓  
*Instructor in Music*

BARBARA GREENWOOD ✓  
*Instructor in Kindergarten Training*

LUCILE R. GRUNEWALD ✓  
*Instructor in Physical Education*

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

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

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

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

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

A. A. 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, Intermediate School*

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

BLANCHE KELLS ✓  
*Training Teacher, Physical Education*

ELIZABETH E. KEPPIE ✓  
*Instructor in Reading and Education*

AGNES M. KNIGHT ✓  
*Instructor in Kindergarten Training*

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

ELIZABETH LATHROP ✓  
*Instructor in Home Economics*

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

HELEN C. MACKENZIE ✓  
*Training Teacher, Third Grade*

ELIZABETH MCMRECHEN ✓  
*Training Teacher, First Grade*

## STATE NORMAL SCHOOL, LOS ANGELES

AGNES E. MACPHERSON ✓

*Instructor in Home Economics*

ARTHUR AMSDEN MACURDA, A.M. ✓

*Instructor in Education and Sociology*  
*Dean of Saturday Extension Classes*

HAROLD W. MANSFIELD ✓

*Acting Director of School of Manual Arts*

ELIZABETH FRANCES MASCORD, A.M. ✓

*Director of School of Kindergarten Training*

\*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*  
*Assistant Supervisor of Practice Teaching*

ALMA PATTERSON, A.M. ✓

*Instructor in Education*

ESTELLE B. PLOUGH ✓

*Instructor in Penmanship*

CLARA M. PRESTON ✓

*Training Teacher, Fourth Grade*

RACHEL T. RICHARDSON, B.S. ✓

*Supervising Instructor in Elementary Manual Arts*

EMMA J. ROBINSON ✓

*Training Teacher, Sixth Grade*

WILLIAM J. ROOT, JR., A.M. ✓

*Instructor in Child Psychology*

JOSEPHINE E. SEAMAN ✓

*Instructor in English*

LOUISE PINKNEY SOOY ✓

*Instructor in Art*

KATHERINE SPIERS, B.L. ✓

*Instructor in English and Mathematics*

LULU M. STEDMAN ✓

*Training Teacher, Fifth Grade*

NELLIE B. SULLIVAN, A.B. ✓

*Instructor in Psychology*

\*Died December 17, 1917.

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

EVALYN THOMAS, A.B. ✓  
*Instructor in Reading*

BERTHA C. VAUGHN ✓  
*Instructor in Voice Culture*

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

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

MARION HARTWELL WALLACE ✓  
*Acting Head of School of Physical Education*

EDITH L. WALLOP ✓  
*Training Teacher, Second Grade.*

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

BERTHA E. WELLS ✓  
*Assistant Supervisor of Practice Teaching*

BELLE H. WHITICE ✓  
*Instructor in Manual Arts*

ANNA M. WIEBALK ✓  
*Instructor in English*

DOROTHY WOOSTER ✓  
*Instructor in Physical Education*

FRANCES A. WRIGHT ✓  
*Director of School of Music*

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\*Part of year.

## ASSISTANTS AND MEMBERS OF THE ADMINISTRATIVE STAFF.

CHARLES L. WHITE ✓  
*Business Secretary*

NETTIE M. HOBART ✓  
*Assistant Business Secretary*

ELIZABETH MAIER ✓  
*Secretary to the President*

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

ELIZABETH M. PHILLIPS ✓

ANNA-MARIE RUSCHE ✓

ESTELLE D. LAKE ✓  
*Library Assistants*

\*JESSAMINE BARRETT

ROSALIND DAVIS

NAOMA E. FARLOW  
*Secretarial Assistants*

GRACE HAIR JONES  
*Telephone Operator*

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W. E. FAULKNER  
*Engineer*

ALEXANDER MACGILLIVRAY  
*Head Gardener*

CHARLES L. DOOLEY  
*Head Janitor*

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\*Part of year.

## REQUIREMENTS FOR ADMISSION

### I

#### GENERAL REQUIREMENTS

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

### II

#### SCHOLASTIC REQUIREMENTS

##### Admission to the General Professional School

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

##### A. ON HIGH SCHOOL CREDENTIALS

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

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

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

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

in these subjects; provided that candidates for full admission who in the high school have completed review courses of not less than six months each in any of the subjects in which entrance examinations are required, and who are recommended in such review courses by the principal, may be excused from examination in such subject or subjects.

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

1. *English Language and Literature, Elementary*, including grammar, composition, and oral expression, (two years' work) ----- 2 units
2. *English Language and Literature, Advanced*, with special emphasis on oral and written composition and study of the kinds of writing (narration, description, exposition) 1 unit
3. *Physical Science*—one unit of general science, including the applied elements of physics, chemistry and physical geography, or two units of college preparatory physical sciences.
4. *Mathematics*, including general mathematics or the applied elements of algebra or plane geometry or commercial arithmetic ----- 1 unit
5. *World History*, either of the following:
  - (a) A year of general history with special emphasis on Modern European History ----- 1 unit
  - (b) A two-year course in Ancient, Medieval and Modern history ----- 2 units
6. *History of the United States and Civics*, including local and state government ----- 1 unit  
 If not included in the fifteen units of required work, any or all of the following may be taken in the Normal School, but in such event the course will doubtless require more than two years for its completion.
7. *Biological Science*, including physiology, hygiene and sanitation ----- 1 unit
8. *Drawing and Painting*, including applied design ----- 1 unit
9. *Music*, including sight reading, three-part singing, and three-part harmony ----- 1 unit
10. *Manual Training or Household Arts or Elements of 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 one unit in elements of agriculture, including practical work in gardening, floriculture and plant propagation.

### B. ON OTHER THAN HIGH SCHOOL CREDENTIALS

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

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

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

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

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

### Admission to the Special Schools

#### A. ON HIGH SCHOOL CREDENTIALS

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

Graduates of public high schools of California approved by the State Board of Education, graduates of other schools of California recognized by the University of California as qualified to recommend students for

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

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

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

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

*1. To the School of Commercial Training*

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

*2. To the School of Fine Arts*

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

*3. To the School of Home Economics*

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

*4. To the School of Kindergarten Training*

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

*5. To the School of Manual Arts*

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

### 6. *To the School of Music*

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

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

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

## B. ON OTHER THAN HIGH SCHOOL CREDENTIALS

Those who 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 dean of the normal school and the making of arrangements with the director of the special school concerned.

## GENERAL INFORMATION

### CONCERNING THE CURRICULA OF THE GENERAL PROFESSIONAL AND THE SPECIAL SCHOOLS

#### The General Professional School

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

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

#### The Special Schools

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

### **Curricula for Special Elementary Certification**

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

### **Curricula for Special Secondary Certification**

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

### **Curricula for Both General and Special Elementary Certification**

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

### **Curricula for Certification in Two Special Subjects**

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

### **Postgraduates**

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

### **Visiting Teachers**

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

### **Residence**

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

the Counsellor of Women will be in attendance at the school during the entire week preceding the opening of each term.

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

### Expenses

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

Health fee for physical examination and services of a physician throughout the year.....	\$2 50
Lecture fee.....	50
Deposit for locker key, refunded upon surrender of key at close of the school year, or upon withdrawal.....	50
Student Association dues, for maintenance of student activities, to be paid to Financial Secretary of the Student Association, per term.....	50
Departmental fee, School of Fine Arts, per term.....	1 50
Departmental fees, School of Home Economics—	
For each course in sewing, millinery, textiles, and chemistry	1 00
For each course in cookery.....	2 00
For lessons in voice culture, students in the School of Music arrange with private teachers, approved by the department, at prices which may be agreed upon.	
Students in the School of Manual Arts pay for materials as they are used.	
For each craft course.....	50
For each shop course.....	1 00
For registration after the days announced for that purpose....	2 00
Diploma fee, upon graduation.....	2 00
Cost of books and stationery, per term (estimated).....	6 00
Estimated average cost of room and board, including light and heat, per month.....	35 00
Room rent without board, or with housekeeping privileges....	15 00

### Withdrawal of Students

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

Students who, at any time after formal admission, for any reason whatever, desire to withdraw from the school before the close of the

term are expected to report their purpose to the Secretary of the Faculty and receive honorable dismissal. Failure to observe this requirement may be considered sufficient reason to refuse readmission.

### General Requirements for Graduation

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

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

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

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Subscribed and sworn to before me, at \_\_\_\_\_  
this \_\_\_\_\_ day of \_\_\_\_\_, 191\_\_

### University Credit for Normal School Work

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

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

### Recommendation of Graduates for Positions

Happily the number of boards of trustees, boards of education, and school officials in general who employ teachers without careful investigation of their qualifications has become very small. It is generally recognized that the power of appointment to the position of teacher carries with it a definite responsibility to the community and especially to the children whose future will be shaped so directly by their school

life, including, as it does, the personal influences and experiences which make that life what it is. Fitting sense of such responsibility is inconsistent with selection of teachers on the basis of personal, political, or sectarian influence. The public rightly demands the best teachers as well as the most wholesome environment for the children of the state.

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

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

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

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

### **The Library**

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

Students in all departments are entitled to the free use of the library, which is open throughout the year every school day from 7.45 a.m. to 5 p.m., and from 9 a.m. to 1 p.m. on Saturdays. Shelves are open to all, and no restrictions are placed upon the use of books except such as are necessary to give all users of the library an equal opportunity. The library contains about 31,000 volumes and 7,000 pamphlets classified according to the Dewey decimal system of classification. Great care has been taken in the selection of books; the main purpose is to supplement, broaden and strengthen the course of study in every subject, so far as

may be done through the use of books. The library is well supplied with general reference books, such as dictionaries, encyclopedias and atlases. About 2,500 new books are added annually. A dictionary catalog with Library of Congress printed cards enables the student to ascertain the resources of the library on any subject. The library subscribes for many of the leading periodicals, professional and general. In addition there are about 2,000 bound volumes of the literary and educational magazines, which with the aid of Poole's Index and the Reader's Guide to Periodical Literature are used to great advantage in the research work.

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

#### **Student Activities and Opportunities.**

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

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

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

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

## THE GENERAL PROFESSIONAL SCHOOL

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

### Professional Courses—39 hours

Psychology 10 .....	3 hours	Education 10 .....	2 hours
Psychology 11 .....	2 hours	Education 11 .....	3 hours
Psychology 12 .....	3 hours	Education 12 .....	2 hours
Biology 16 .....	1 hour	Education 13* .....	3 hours
Sociology 10 .....	2 hours	Practice Teaching 10...	5 hours
Sociology 11 .....	3 hours	Practice Teaching 11,12	10 hours

### Basal Courses—53 hours.

Art 10 .....	3 hours	Manual Arts 10.....	3 hours
Biology 10† .....	3 hours	Manual Arts 11†.....	3 hours
Biology 11 .....	3 hours	Mathematics 10 .....	3 hours
Biology 12 .....	3 hours	Mathematics 11 or 12..	2 hours
English 10 .....	3 hours	Music 10 .....	3 hours
English 11 .....	3 hours	Penmanship 10 .....	3 hours
Geography 10 .....	3 hours	Physical Education 10..	2 hours
Geography 11 .....	3 hours	Physical Education 11..	2 hours
Home Economics 10‡..	3 hours	Physical Education 12..	2 hours
History 10 .....	3 hours	Reading 10 .....	3 hours
History 11, 12, or 13..	2 hours	Spelling Methods .....	½ hour
Library Methods .....	½ hour		

### Elective Courses—10 hours.

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

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

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

‡Alternatives.

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

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

## STUDENTS' SCHEDULES.

I.		II.		III.	
Junior C		Junior C		Junior C	
Hours		Hours		Hours	
2	Education 10.....	2	Education 10.....	2	Education 10.....
3	Psychology 10.....	3	Psychology 10.....	2	Sociology 10.....
3	Physical Education 10.....	2	Physical Education 10.....	3	English 10.....
3	English 10.....	3	History 10.....	3	Geography 10.....
3	Biology 10 (or 11 or 12).....	3	Geography 10.....	3	Biology 10 (or 11 or 12).....
3	Manual Arts 10.....	3	Home Economics 10 (or M. A. 11).....	3	Art 10.....
16		16		16	
Junior B		Junior B		Junior B	
3	Psychology 11.....	2	Psychology 11.....	3	Psychology 10.....
1	Child Hygiene.....	2	Sociology 10.....	2	Physical Education 10.....
3	Library Methods.....	1	Child Hygiene.....	3	History 10.....
2	Spelling Methods.....	3	Library Methods.....	3	Biology 11 (or 12 or 10).....
3	Physical Education 11.....	3	Spelling Methods.....	3	Geography 11.....
3	Geography 10.....	3	English 10.....	3	Music 10.....
3	Penmanship 10.....	3	Biology 10 (or 11 or 12).....	3	Library Methods.....
3	Home Economics 10 (or M. A. 11).....	3	Penmanship 10.....	3	Spelling Methods.....
3	Music 10.....	3	Manual Arts 10.....	3	
19		18		18	
Junior A		Junior A		Junior A	
2	Sociology 10.....	3	Psychology 12.....	2	Psychology 11.....
2	Physical Education 12.....	5	Teaching 10.....	1	Child Hygiene.....
3	Reading 10.....	2	Physical Education 11.....	2	History 11.....
3	Mathematics.....	3	Reading 10.....	3	English 11.....
3	History 10.....	3	Mathematics 10.....	3	Physical Education 11.....
3	Art 10.....	3		3	Home Economics 10 (or M. A. 11).....
2	Electives.....	2		2	Manual Arts 10.....
18		16		18	

I. Senior C		II. Senior C		III. Senior C	
Hours		Hours		Hours	
3	Psychology 12	3	Education 11	3	Psychology 12
5	Teaching 10	3	English 11	5	Teaching 10
3	Geography 11	2	History 11	2	Physical Education 12
3	Biology 11 (or 12 or 10)	3	Music 10	3	Reading 10
2	Mathematics 11	3	Geography 11	3	Mathematics 10
		2	Mathematics 11		
		2	Electives		
<b>16</b>		<b>18</b>		<b>16</b>	
	<b>Senior B</b>		<b>Senior B</b>		<b>Senior B</b>
3	Education 11	3	Education 13	3	Education 11
10	Teaching 11 and 12	10	Teaching 11 and 12	10	Teaching 11 and 12
3	English 11	3	Art 10	3	Penmanship 10
<b>16</b>		<b>16</b>		<b>16</b>	
	<b>Senior A</b>		<b>Senior A</b>		<b>Senior A</b>
2	Education 12	2	Education 12	2	Education 12
3	Education 13	3	Sociology 11	3	Education 13
3	Sociology 11	3	Biology 11 (or 12)	3	Sociology 11
2	History 11	2	Physical Education 12	2	Mathematics 11
8	Electives	8	Electives	8	Electives
<b>18</b>		<b>18</b>		<b>18</b>	

## THE DEPARTMENT OF ENGLISH

DR. HOWE  
MISS SEAMAN

MISS BAUGHMAN  
MISS WIEBALK  
DR. FERNALD

MISS JACKSON  
MISS SPIERS

### English 1

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

#### *First Term*

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

#### *Second Term*

10.35 T.Th. R. 118 M.H. Miss Seaman

12.45 T.Th. R. 119 M.H. Miss Spiers

#### *Third Term*

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

### English 10

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

#### *First Term*

9.25 M.W.F. R. 116 M.H. Dr. Howe

9.25 M.W.F. R. 118 M.H. Miss Jackson

10.35 M.W.F. R. 118 M.H. Miss Seaman

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

11.45 M.W.F. R. 111 M.H. Miss Spiers

12.45 M.W.F. R. 116 M.H. Dr. Howe

1.55 T.W.Th. R. 119 M.H. Miss Spiers

3.05 M.W.F. R. 207 M.H. Miss Wiebalk

#### *Second Term*

9.25 M.W.F. R. 116 M.H. Dr. Howe

10.35 M.W.F. R. 118 M.H. Miss Seaman

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

12.45 M.W.F. R. 207 M.H. Miss Wiebalk

3.05 M.W.F. R. 119 M.H. Miss Spiers

#### *Third Term*

8.15 M.W.F. R. 116 M.H. Dr. Howe

10.35 M.W.F. R. 118 M.H. Miss Seaman

10.35 M.W.F. R. 119 M.H. Miss Spiers

1.55 M.W.F. R. 207 M.H. Miss Wiebalk

**English 11**

The inductive study of the elements of literary appreciation and interpretation, including an investigation of the pedagogical foundations of method in the selection and handling of appropriate literature in grades six to nine, inclusive.

This course should follow Reading 10.

*First Term*

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

*Second Term*

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

*Third Term*

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

**English 12**

Spelling methods.

*Second Term*

1.55	W.	R. 111 M.H.	Dr. Fernald
English 14	-	19th Century English	- Dr. Benj. Stelter 3hrs-3un

**English 20**

Constructive English teaching in the intermediate school. Elective.

*Third Term*

9.25	T.Th.	R. 116 M.H.	Dr. Howe
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**English 21**

American ideals in literature.

*Third Term*

9.25	T.Th.	R. 118 M.H.	Miss Seaman
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**English 22**

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

*First Term*

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

4.15	M.W.	R. 116 M.H.	Dr. Howe
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*Third Term*

4.15	W.	R. 116 M.H.	Dr. Howe	Two hours
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## 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 1: Preparatory Geography

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

*Every Term*

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

### Geography 10: Elementary Physiography

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

Required of all students. Three hours. Three units.

*First Term*

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

*Second Term*

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

*Third Term*

8.15	M.W.F.	R. 216 M.H.	Mrs. Beck
10.35	M.W.F.	R. 217 M.H.	Miss Baugh
11.45	M.W.F.	R. 217 M.H.	Miss McClellan

**Geography 11: World Geography**

The purpose of this course is to acquaint the student with some of the essentials in the geography of the chief countries of the world. Attention is given to the teaching of elementary school geography.

Required of all students. Prerequisite Geography 10. Three hours. Three units.

*First Term*

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

*Second Term*

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

*Third Term*

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

**Geography 20: North America**

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

*Second Term*

2.05	T.Th.	R. 214 M.H.	Miss Baugh
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**Geography 21: Europe**

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

*Second Term*

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

12.55	T.Th.	R. 214 M.H.	Mr. Chamberlain
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**Geography 23: South America**

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

*First Term*

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

4.05	T.Th.	R. 214 M.H.	Miss Baugh
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**Geography 26: Economic Geography**

A study of the conditions which influence industry and commerce, as well as of the distribution, production, transportation and use of raw materials. An elective course. Two hours. Two units. Prerequisites Geography 10 and 11.

*Second Term*

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

**Geography 28: Pacific Coast**

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

*Third Term*

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

**Geography 29: Special Method in Geography**

In this course the fundamental purpose of geography as an instrument of education, its place in the course of study, and its relation to other subjects in the curriculum are discussed.

Primarily for teachers in service. Two hours. Two units.

*First Term*

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

*Third Term*

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

**Geography 30: Conservation of Natural Resources**

This course deals with conservation as related to individual and national welfare. An elective course. Two hours. Two units. Prerequisites Geography 10 and 11.

*First Term*

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

**THE DEPARTMENT OF HISTORY**

MISS LATHAM  
MISS KAHLEY

MRS. GAINES

MR. MACURDA  
MISS ROBINSON

**History 10: United States History**

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

*Each Term*

9.25	M.W.F.	R. 103 S.	Miss Kahley
10.35, 11.45, 3.05	M.W.F.	R. 203 S.	Mrs. Gaines
12.45	M.W.F.	R. 103 S.	Miss Latham

**History 11: History for Primary Grades**

Designed for all students preparing for primary teaching.

*Each Term*

1.55 T.Th. R. 103 S. Miss Latham

*Third Term*

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

**History 12: History of California**

Designed for all students preparing for teaching in middle grades.

*Each Term*

1.55 T.Th. R. 203 S. Mrs. Gaines

**History 13: History of Production in the United States**

Designed for students preparing for teaching in upper grades.

*Third Term*

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

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

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

**History 20: Contemporary History**

A course based upon current problems as presented in contemporary magazines. Designed to aid in discussion of current events, as well as to make students conversant with history in the making.

*First Term*

4.05 T. R. 203 S. Mrs. Gaines.

**History 21: A Study of Nations**

A course devoted to a study of European nations concerned in the present struggle with a view to understanding the issues involved.

*Second and Third Terms*

4.05 T.Th. R. 203 S. Mrs. Gaines

**DEPARTMENT OF MATHEMATICS**

MISS COLLIER

MR. DRISKO

MISS SPIERS

**EXPLANATION OF THE COURSES****Mathematics 1**

This course is designed for those who do not meet the admission requirements in arithmetic. The course includes a brief review of arithmetic.

*First Term*

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

*Second Term*

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

*Third Term*

1.55 T.Th. R. 218 M.H. Mr. Drisko

Five hours of basal work are required in Mathematics. Math. 10 is required of all. Math. 11 or Math. 12 to be elected upon the advice of the instructor of Math. 10.

#### BASAL COURSES IN ARITHMETIC

##### Mathematics 10: Arithmetic

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

Prerequisite Psychology 10 and 11.

##### *First Term*

8.15	M.W.F.	R. 218 M.H.	Mr. Drisko
10.35	M.W.F.	R. 218 M.H.	Mr. Drisko
12.45	M.W.F.	R. 218 M.H.	Mr. Drisko

*Second Term* same as *First Term*

##### *Third Term*

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

##### Mathematics 11: Arithmetic

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

Prerequisite Math. 10.

##### *First Term*

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

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

10.35	T.Th.	R. 220 M.H.	Miss Collier
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##### Mathematics 12: Correlated Mathematics

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

Prerequisite Math. 10.

*First Term*

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

*Second Term*

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

**Mathematics 20: Correlated Mathematics**

This course is a continuation of Mathematics 12.

*Third Term*

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

**Mathematics 21: Business Arithmetic**

This course is intended primarily for students in the Commercial School. The course includes drill in rapid calculation.

*Third Term*

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

## DEPARTMENT OF MODERN LANGUAGES

Miss Henry

### ELEMENTARY FRENCH AND SPANISH

**French 20**

Elementary phonetics. Conversation. Essentials of grammar.

*First Term*

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

**French 21**

Continuation of French 20. Reading texts.

*Second Term*

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

**French 22**

Continuation of French 21.

*Third Term*

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

**Spanish 20**

Pronunciation. Conversation. Elements of grammar.

*First Term*

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

**Spanish 21**

Continuation of Spanish 20. Reading.

*Second Term*

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

**Spanish 22**

Continuation of Spanish 21.

*Third Term*

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

**ADVANCED FRENCH AND SPANISH WITH METHODS**

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

**French 23**

Advanced conversation. Review of syntax. Modern novels and drama. Written exercises.

*First Term*

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

**French 24**

Continuation of French 23.

*Second Term*

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

**French 25**

Advanced composition. Oral reproduction of outside reading. Selected classics.

*Third Term*

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

**Spanish 23**

Advanced conversation. Review of syntax and forms. Reproduction, oral and written, of outside reading.

*First Term*

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

**Spanish 24**

Commercial composition. Conversation. Reports on selected reading.

*Second Term*

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

**Spanish 25**

Free composition. Conversation. Selected literature.

*Third Term*

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

## DEPARTMENT OF PRACTICE TEACHING

## SUPERVISORS

✓DR. WADDLE	✓MISS BAUGHMAN	✓MISS BROOKS	✓MISS MASCORD
✓MISS OSGOOD	✓MISS KEPPIE	✓MISS EVANS	✓MRS. WALLACE
✓MISS WELLS	✓MR. AUSTIN	✓MISS GERE	✓MISS WEER
✓MRS. BERNAYS	✓MISS BARBOUR	✓MR. MANSFIELD	✓MISS WRIGHT
✓MISS PORTER			

## SUPERVISORS OF SUBJECTS

✓MISS BROOKS	✓MRS. HUNNEWELL	✓MR. MILLER	✓MRS. PLOUGH
✓MR. CHAMBERLAIN	✓MISS KEPPIE	✓MR. OLDER	✓MRS. WALLACE
✓MISS COLLIER	✓MISS LATHAM	✓MISS RICHARDSON	✓MISS WIRBALK
✓MISS HENRY	✓MISS MCCLELLAN	✓MISS SEAMAN	✓MISS WRIGHT

## TRAINING TEACHERS

✓MISS MCMECHEN	✓MISS STEDMAN	✓MR. ANGIER	✓MISS KAHLEY
✓MISS WALLOP	✓MISS ROBINSON	✓MISS CAMPBELL	✓MISS KELLS
✓MISS MACKENZIE	✓MRS. ALLEN	✓MISS JACKSON	✓MISS MACPHERSON
✓MRS. PRESTON			

## THE TRAINING SCHOOL\*

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

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

## PRACTICE TEACHING

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

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

\*NOTE.—In addition to The Normal Training School, portions of two Los Angeles city schools are utilized as supplemental training schools. In 1917-1918 the Los Feliz and Grand Avenue schools were so used. Some students are given opportunity to do cadet teaching in other city schools. A few students each year are assigned to selected rural schools for practice teaching.

make possible the mastery of those principles which underlie all good teaching and which make for professional growth.

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

### Teaching 10, 11, and 12 (Required)

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

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

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

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

### Teaching 20 (Elective)

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

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

### Conferences

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

†NOTE.—Before a student is entitled to graduation, as many of the teaching credits obtained (exclusive of those accredited on credentials) must be of grade "3" and above as of grade "3" and below.

**Observation**

Opportunities for observation lessons in the Training School are afforded in connection with the first courses offered in each of the statutory subjects. These lessons are designed to aid the student in meeting the problems of teaching as he encounters them by seeing them effectively dealt with by experienced teachers.

**PSYCHOLOGY, EDUCATION, AND SOCIOLOGY**

✓DR. BREWER	✓MISS PATTERSON	✓MISS BARBOUR	✓DR. FERNALD
✓MR. MACURDA	✓MISS SULLIVAN	✓DR. WADDLE	✓MISS KEPPIE
✓MR. DARSIE	✓DR. MILLSAUGH	✓MISS GREENWOOD	✓MISS BAUGHMAN
✓DR. MOORE	✓MISS MATTHEWSON	✓MRS. BERNAYS	✓DR. FISHER
✓MR. ROOT		✓MISS WELLS	

**REQUIRED COURSES**

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

**Educational 10: Introductory Course**

Required of all entering students except those entering with advanced credit. Two hours.

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

*First Term*

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

*Second Term*

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

9.25	T.Th.	R. 106 M.H.	Miss Matthewson
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**Psychology 10: General Psychology**

This course aims to initiate the student into the psychological point of view, preeminently essential to the teacher—the view of the world of things as depending upon the experiencing person. It aims to make

the student familiar with his or her own mental processes, as compared with those of others. The following topics among others will be considered: structure and function of nervous system; sensory fusions (including emotions); imagery; laws of attention; association-formation; and retention. Three hours.

*First Term*

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

*Second Term*

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

*Third Term*

11.45	M.W.F.	R. 108 M.H.	Miss Sullivan
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**Psychology 11: General Psychology Continued**

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

*Second Term*

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

*Third Term*

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

**Sociology 10: Educational Sociology**

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

*First Term*

8.15, 9.25, 10.35, 11.45	T.Th.	R. 208 M.H.	Mr. Macurda
12.55, 2.05, 3.15	T.Th.	R. 204 M.H.	Mr. Darsie

*Second Term*

8.15, 9.25, 10.35	T.Th.	R. 208 M.H.	Mr. Macurda
2.05	T.Th.	R. 204 M.H.	Mr. Darsie

*Third Term*

8.15, 9.25, 10.35, 11.45	T.Th.	R. 208 M.H.	Mr. Macurda
2.05	T.Th.	R. 204 M.H.	Mr. Darsie

**Psychology 12: Child Psychology**

The course deals with a genetic account of the child's mental processes, attention, association, memory, imagery, imagination, suggestion, reason, and fatigue. The topics are treated with special reference to the behavior of children. Individual differences in relation to age, mental ability, temperament, and physical condition are considered. Both the fields of educational psychology and psychology of learning are somewhat encroached upon. Three hours.

*First Term*

8.15	M.W.F.	R. 106 M.H.	Dr. Waddle
9.25, 10.35, 12.55, 3.15	M.W.F.	R. 111 M.H.	Dr. Fernald

*Second Term*

8.15	M.W.F.	R. 106 M.H.	Dr. Waddle
9.25, 10.35, 12.55, 3.15	M.W.F.	R. 111 M.H.	Dr. Fernald

*Third Term*

12.55	M.W.F.	R. 111 M.H.	Dr. Fernald
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**Education 11: Principles of Education**

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

*First Term*

9.25	M.W.F.	R. 203 M.H.	Miss Patterson
12.55	M.W.F.	R. 210 M.H.	Dr. Brewer

*Second Term*

8.15	M.W.F.	R. 203 M.H.	Mrs. Bernays
9.25	M.W.F.	R. 203 M.H.	Miss Patterson
10.35	M.W.F.	R. 210 M.H.	Dr. Brewer
11.45	M.W.F.	R. 203 M.H.	Miss McMechen
12.55	M.W.F.	R. 203 M.H.	Miss Patterson
12.55	M.W.F.	R. 210 M.H.	Dr. Brewer
3.15	M.W.F.	R. 203 M.H.	Miss Patterson

*Third Term*

9.25	M.W.F.	R. 203 M.H.	Miss Patterson
12.55	M.W.F.	R. 210 M.H.	Dr. Brewer

**Sociology 11: Educational Sociology Continued**

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

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

*First Term*

8.15	M.W.F.	R. 208 M.H.	Mr. Macurda
12.55	M.W.F.	R. 204 M.H.	Mr. Darsie

*Second Term*

8.15	M.W.F.	R. 208 M.H.	Mr. Macurda
9.25	M.W.F.	R. 204 M.H.	Mr. Darsie
11.45	M.W.F.	R. 208 M.H.	Mr. Macurda
12.55	M.W.F.	R. 204 M.H.	Mr. Darsie

*Third Term*

8.15	M.W.F.	R. 208 M.H.	Mr. Macurda
9.25	M.W.F.	R. 210 M.H.	Dr. Brewer
10.35, 12.55	M.W.F.	R. 204 M.H.	Mr. Darsie

**Education 12: Administration**

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

*First Term*

10.35	T.Th.	R. 210 M.H.	Dr. Millspaugh
11.45	T.Th.	R. 106 M.H.	Miss Osgood
2.05	T.Th.	R. 210 M.H.	Dr. Millspaugh

*Second Term*

10.35, 2.05	T.Th.	R. 210 M.H.	Dr. Millspaugh
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*Third Term*

10.35	T.Th.	R. 210 M.H.	Dr. Millspaugh
11.45	T.Th.	R. 103 M.H.	Miss Patterson
2.05	T.Th.	R. 210 M.H.	Dr. Millspaugh

**Education 13-K: Kindergarten Education**

(One course numbered 13 is required.)

The aim of the course is to show how a closer unification of the kindergarten and primary grades may be obtained and how the fundamental principles of education operate in the modern kindergarten.

*Three hours.*

The method of the course will be lectures, discussions and required readings, supplemented by observations in the kindergarten.

*First Term*

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

*Third Term*

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

**Education 13-P: Primary Education**

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

*First Term*

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

*Second Term*

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

*Third Term*

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

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

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

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

*Third Term*

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

**Education 13-S: Secondary Education**

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

*Third Term*

9.25 M.W.F. R. 204 M.H. Mr. Darsie

**Education 13-R: Rural Education**

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

*Three hours.*

*First Term*

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

*Second Term*

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

*Third Term*

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

**Education 13-I: Education of the Immigrant**

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

*Three hours.*

*First Term*

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

*Second Term*

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

*Third Term*

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

**ELECTIVE COURSES**

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

**Psychology 20: Advanced Educational Psychology**

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

*Two hours.*

*Third Term*

12.55 T.Th. R. 111 M.H. Dr. Fernald

**Psychology 21: Clinical Psychology**

An advanced course in the observation of clinical work, and the direct study of individual problems. Prerequisite, Psychology 20. *Two hours.*

*Third Term*

2.05 T.Th. R. 111 M.H. Dr. Fernald

or other hours to be arranged to suit the members of the class

**Psychology 22: Introductory Experimental Course**

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

*Second Term*

3.15 T.Th. R. 109 M.H. Dr. Fisher

or other hours to be arranged to suit the members of the class

*Third Term*

3.05 T.Th. R. 109 M.H. Dr. Fisher

or hours to be arranged

**Psychology 23: Supernormal Children**

This course deals with the various health, sociological, educational, and psychological data which are pertinent in determining whether a child should be placed in a special room or not. Rough classifications are made, and individual adjustments suggested. The importance of rational education in training for leadership is stressed. *Two hours.*

Not given in 1918-1919 Mr. Root

**Education 20: History of Education**

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

*Third Term*

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

**Education 21: Methods of Study**

A discussion of the nature of knowledge and the learning process; an examination of the psychology of attention as applied in studying and

the application of these principles of study to the more common subjects of the school course. *One hour.*

*First Term*

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

*Second Term*

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

*Third Term*

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

**Education 22: Educational Measurement**

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

*Second Term*

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

**Education 23: Vocational Guidance**

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

*Third Term*

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

**Education 24: Narrative Drawing in Education**

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

*Second Term*

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

**Education 25: Rural School Observation**

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

Hour to be arranged Miss Keppie

READING

Mrs. HUNNEWELL

MISS KEPPIE

MISS THOMAS

Reading 1

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

10.35	T.Th.	R. 113 M.H.	Miss Thomas
10.35	T.Th.	R. 115 M.H.	Mrs. Hunnewell.

Reading 10

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

9.25	M.W.F.	R. 113 M.H.	Miss Thomas
10.35	M.W.F.	R. 114 M.H.	Miss Keppie
10.35, 11.35	M.W.F.	R. 115 M.H.	Mrs. Hunnewell

Reading 21

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

9.25	M.W.F.	R. 113 M.H.	Miss Thomas
10.35	M.W.F.	R. 114 M.H.	Miss Keppie
10.35	M.W.F.	R. 115 M.H.	Mrs. Hunnewell

Reading 22

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

11.45	T.Th.	R. 113 M.H.	Miss Thomas
11.45	T.Th.	R. 115 M.H.	Miss Steadman

Reading 23

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

3.15	T.Th.	R. 113 M.H.	Miss Thomas
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Reading 24

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

4.15	M.	R. 115 M.H.	Mrs. Hunnewell
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NOTE.—The above courses will be offered the first term. The second and third classes will be announced later.

## THE DEPARTMENT OF SCIENCE

MR. MILLER  
MR. HUMMEL

MR. OLDER

MISS HALLAM  
MISS ATSATT**Biology 1: Elementary Physiology**

2 hours, 2 units

*First Term*

9.25 T.Th. R. 104 S. Miss Atsatt

*Second Term*

10.35 T.Th. R. 104 S. Miss Atsatt

*Third Term*

10.35 T.Th. R. 104 S. Miss Atsatt

**Biology 10: Physiology and Hygiene**

Prerequisite, Biology 1 or its high school equivalent, 3 hours, 3 units.

*Every Term*

11.45 M.W.F. R. 201 S. Dr. Hummel

**Biology 11: Elements of Agriculture**

3 hours, 3 units

*Every Term*

8.15 M.W.F. R. 201 S. Dr. Hummel

8.15 M.W.F. R. 101 S. Mr. Older

9.15 M.W.F. R. 201 S. Dr. Hummel

9.15 M.W.F. R. 201 S. Mr. Older

**Biology 12: Nature Study; Principles and Methods**

3 hours, 3 units

*Every Term*

8.15 M.W.F. R. 104 S. Miss Atsatt

9.25 M.W.F. R. 208 S. Dr. Miller

10.35 M.W.F. R. 208 S. Dr. Miller

**Biology 13: Applied Anatomy**

5 hours, 3 units

Prescribed for students of Physical Education.

*First Term only*

11.45 M.W.F. R. 106 S. Miss Atsatt

**Biology 14: Continuation of Biology 13**

5 hours, 3 units

*Second Term only*

9.25 M.T.Th. R. 106 S. Miss Atsatt

(NOTE.—T.Th. double periods beginning at 8.15)

**Biology 15: Continuation of Biology 14**

3 hours, 2 units

*Third Term only*

9.25 T.Th. R. 106 S. Miss Atsatt

(NOTE.—Th. double period beginning at 8.15)

<b>Biology 16: Child Hygiene</b>	1 hour, 1 unit
Required of all students.	
<i>Every Term</i>	
10.35 T. R. 201 S. Dr. Hummel	
<b>Biology 20: Bionomics</b>	2 hours, 2 units
Including principles of organic evolution.	
<i>Every Term</i>	
11.45 T.Th. R. 208 S. Dr. Miller	
<b>Biology 21: Advanced Agriculture</b>	2 hours, 2 units
<i>Every Term</i>	
10.35 T.Th. R. 101 S. Mr. Older	
<b>Biology 22: First Aid Work for Teachers</b>	2 hours, 2 units
(Classes to be announced later)	
<b>Physics 20: Applied Physics</b>	2 hours, 2 units
<i>First Term</i>	
10.35 M.W. R. 109 S. Miss Hallam	
<b>Chemistry 1: Elementary Chemistry</b>	4 hours, 2 units
<i>First Term</i>	
8.15, 9.25 T.Th. R. 109 S. Miss Hallam	
<b>Chemistry 11: Food Chemistry</b>	4 hours, 2 units
<i>First Term</i>	
(Required of all Home Economics students)	
8.15, 9.15 M.W. R. 109 S. Miss Hallam	
<b>Chemistry 20: Applied Chemistry</b>	2 hours, 2 units
<i>First Term</i>	
10.35 T.Th. R. 109 S. Miss Hallam	

### LIBRARY METHODS (ELECTIVE)

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. Two hours a week for a term of twelve weeks are assigned each pupil. Two periods each week are given to lecture work, the other periods being devoted to practice work in the library. Each student is required to make an extensive bibliography before the term closes. This is in a measure review work, covering the entire term's work, involving the use of much of the material studied and discussed. Two hours.

## LIBRARY METHODS (REQUIRED)

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

*Second Term*

1.55 W. L. Miss Fargo

## SATURDAY EXTENSION CLASSES

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

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

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

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

Unless otherwise specified each course is offered for both terms:

Vocational Guidance	P. I	R. 208 M.H.	Dr. Brewer
Helping the child to understand, choose, prepare for, enter upon and make progress in occupations.			
Night School Problems	P. II	R. 119 M.H.	Miss Baughman
Problems involved in the education of the immigrant, child and adult.			
Rural Education	P. II		Miss Veverka
The rural school curriculum and its relation to country life problems.			
Experimental Psychology	P. II	R. 111 M.H.	Dr. Fernald
A course for teachers of ungraded classes.			
Psychology	P. I	R. 111 M.H.	Dr. Fernald
Psychology applied to the teaching of common school branches.			
Child Study	P. I	R. 106 M.H.	Dr. Waddle
Fundamentals of child psychology and child behavior as conditioned by child physiology and hygiene.			
Educational Sociology	P. II	R. 121 M.H.	Mr. Macurda
An advanced course in sociological applications to education.			
Cookery I	P. I	R. 205 M.A.	Miss Beckett
Elementary Cookery. Cooking processes, breads, meats, vegetables.			
Cookery II	P. II	R. 205 M.A.	Miss Beckett
Advanced Cookery. Cakes, salads, desserts, sandwiches, entrees.			
Sewing I	P. II	R. 201 M.A.	Miss MacPherson
Elementary Sewing. Models, middy blouses, underwear.			
Sewing II	P. I	R. 203 M.A.	Miss MacPherson
Dresses and drafting.			

<b>Costume Design</b>	P. II	R. 207 F.A.	Miss Pinkney
Principles and elements of art applied to costume, hair dressing, and millinery.			
<b>Chemistry</b>	P. II	R. 109 Sc.	Miss Hallam
General and food chemistry in relation to Domestic Science.			
<b>Millinery</b>	P. II	R. 201 M.A.	Miss Cleveland
Making and trimming hats.			
<b>Home Management</b>	P. I	R. 201 M.A.	Miss Weer
The application of scientific and economic principles to the problems of house-keeping.			
<b>Handwork*</b>	P. I	R. 107 M.A.	Miss Burgess
Methods of using materials which serve as means of self-expression for the child. Elementary course.			
<b>Clay†</b>	P. I-II	R. 102 M.A.	Miss Richardson
Modeling and Pottery. Emphasis laid on the study of form, design, decoration and technique.			
<b>Metal Craft†</b>	P. I-II	R. 107 Sh.	Miss Whitice
Processes of raising, saw-piercing, etching, soldering, repousse work, and enameling.			
<b>Reed Basketry†</b>	P. I-II	R. 107 M.A.	Mrs. Shields
Embraces work with cardboard, raffia, and simple wood work.			
<b>Bacteriology</b>	P. I	R. 109 Sc.	Miss Hallam
Bacteria, yeasts, and moulds in relationship to the home.			
<b>Bookkeeping</b>	P. II	R. 101 L.	Mr. Austin
Double entry system, including business and financial statements, value of accuracy and familiarity with commercial papers.			
<b>Penmanship</b>	P. I	R. 101 L.	Mr. Austin
Arm movement and fundamental principles.			
<b>Stenography and Typing</b>	P. I-II	R. 103-4 L.	Mrs. Allen
Touch method, finger exercises, and thorough study of eleven lessons in the Gregg manual.			
<b>Agriculture</b>	P. I	R. 101 Sc.	Mr. Older
This course consists largely of plant propagation, lath house work, and other garden practice, together with some lectures and laboratory work especially designed for teachers of agriculture.			
<b>Machine Shop</b>	P. I-II	R. 108 Sh.	Mr. Mansfield
Practical work in machine shop.			
<b>Woodshop and Millwork</b>	P. I	R. 105-6 Sh.	Mr. Angier
Bench work, correct use of tools, stains and other finishes, cabinet making and wood turning.			
<b>Pattern Making</b>	P. II	R. 105 Sh.	Mr. Calkins
Making of patterns.			
<b>Folk Dancing</b>	P. I	Gym.	Miss Keen
Folk Dancing and Pageantry.			
<b>Boys' Work</b>	P. II	Gym.	Mr. Miller
For scout-masters, principals and playground workers.			
<b>Outdoor Sketching</b>	P. I	R. 207 F.A.	Miss Pinkney
Study of significant line, values, light and shadow, color with studio and outdoor practice.			

\*First term only.

†Second term only.

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

### FACULTY

DR. E. C. MOORE, President

ARTHUR AMSDEN MACURDA, Dean

- Mrs. Eva Allen, Supervisor of Commercial Subjects in L. A. S. N. S. Training School.
- Mr. C. W. Angier, A.B., Instructor in Manual Arts, L. A. S. N. S.
- Mr. M. E. Austin, Director of School of Commerce, L. A. S. N. S.
- Miss Ruby Baughman, A.M., Instructor in English, L. A. S. N. S.
- Miss Gladys Beckett, B.S., Instructor in Home Economics, L. A. S. N. S.
- Dr. J. M. Brewer, Head of Department of Education, L. A. S. N. S.
- Miss Susan H. Burgess, Instructor in Manual Arts in Selma and Van Nuys schools.
- Mr. R. A. Calkins, Instructor in Machine Shop, L. A. S. N. S.
- Miss Mae Cleveland, Instructor in Domestic Science, Santa Monica.
- Miss Myrtle Collier, B.S., Head of Department of Mathematics, L. A. S. N. S.
- Dr. Grace M. Fernald Ph.D., Director of Psychological Laboratory, L. A. S. N. S.; Clinical Psychologist, California State School for Girls.
- Miss Florence H. Hallam, A.B., Instructor in Home Economics, L. A. S. N. S.
- Dr. F. A. Howe, Head of Department of English, L. A. S. N. S.
- Dr. A. A. Hummel, Instructor in Physiology and Biology, L. A. S. N. S.
- Miss Rosalie Keen, Instructor in Physical Education, Jefferson High School.
- Miss Melva Latham, A.B., Instructor in History, L. A. S. N. S.
- Miss Agnes MacPherson, Instructor in Domestic Science, L. A. S. N. S.
- Mr. Harold Mansfield, Instructor in Manual Arts, L. A. S. N. S.
- Miss Myrtle Lisle McClellan, B.S., Instructor in Geography, L. A. S. N. S.
- Mr. Charles N. Miller, Instructor in Physical Education, Thirtieth Street Intermediate School.
- Dr. Loye Holmes Miller, Head of Department of Science, L. A. S. N. S.
- Mr. F. E. Older, B.S., Instructor in Agriculture, L. A. S. N. S.
- Miss Louise Frear Pinkney, Instructor in Art, L. A. S. N. S.
- Miss Rachel T. Richardson, B.S., Instructor in Manual Arts, L. A. S. N. S.
- Mrs. Alice Shields, Instructor in Manual Arts, Boyle Heights H. S.
- Miss Madilene Veverka, Instructor in Education, L. A. S. N. S.
- Dr. C. W. Waddle, Supervisor of Practice Teaching, L. A. S. N. S.
- Miss Letitia E. Weer, Director of School of Home Economics, L. A. S. N. S.
- Miss Belle H. Whitice, Instructor in Craft Work, Manual Arts Department, L. A. S. N. S.
- Miss Frances Wright, Director of the School of Music, L. A. S. N. S.

## THE SCHOOL OF COMMERCE

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

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

a. College graduates, one year.\*

b. Junior High School graduates, two years.

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

Each case is decided on its own merits.

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

### Commercial Courses Listed in the Two Three-Year Tabulations

<i>Accountancy Type</i>		<i>Secretarial Type</i>	
Typewriting 10.....	3	Shorthand 10.....	3
Penmanship 11.....	3	Shorthand 11.....	3
Bookkeeping 10.....	2	Shorthand 12.....	3
Bookkeeping 11.....	3	Typewriting 10.....	3
Bookkeeping 12.....	3	Typewriting 11.....	3
Bookkeeping 13.....	3	Typewriting 12.....	3
Bookkeeping 14.....	3	Penmanship 11.....	2
Commercial English 10.....	3	Bookkeeping 10.....	2
Commercial Arithmetic 11.....	3	Bookkeeping 11.....	3
Law 10.....	3	Bookkeeping 12.....	3
Law 11.....	3	Commercial English 10.....	3
Industrial History 13.....	3	Commercial Arithmetic 20.....	3
Commercial Geography 26.....	3	Teaching 10C.....	5
Geography 23.....	3	Teaching 11C.....	5
Teaching 10C.....	5	Teaching 12C.....	5
Teaching 11C.....	5	Teaching 13C.....	5
Teaching 12C.....	5	Teaching 14C.....	5
Teaching 13C.....	5		
Teaching 14C.....	5		

The Commercial Club meets weekly for the discussion of current business topics, and school questions of general interest to those who aim to become High School teachers. Though the course is primarily for Commercial students, yet others interested in Commerce may elect it.

12.55-1.55, Thursday

One hour

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

## SCHOOL OF COMMERCE

## THE SCHOOL OF COMMERCE

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

(Accountancy Type)

Basal .....	53 hours	53 units
Psychology and Education .....	35 hours	35 units
Departmental (including teaching) .....	65 hours	65 units
<b>Total</b> .....	<b>153 hours</b>	<b>153 units</b>

	SECOND YEAR			THIRD YEAR		
	Hours	Hours	Hours	Hours	Hours	Hours
<b>Junior O</b>						
Typewriting 10 .....	3	Bookkeeping 12 .....	3	Sociology 11 .....	3	Senior O
Penmanship 10 .....	3	Teaching 10 .....	5	Education 13 .....	3	Education 13 .....
Psychology 10 .....	3	Biology 16 .....	1	Teaching 11 .....	5	Teaching 11 .....
English 10 .....	3	Mathematics 10 .....	2	Geography 26 .....	3	Geography 26 .....
Geography 10 .....	3	Geography 11 .....	3	Library Methods and Spelling Methods .....	1	Library Methods and Spelling Methods .....
Education 10 .....	2	Physical Education 11 .....	2	Art 11 .....	3	Art 11 .....
<b>Total</b> .....	<b>17</b>	<b>Total</b> .....	<b>16</b>	<b>Total</b> .....	<b>18</b>	
<b>Junior B</b>						
Psychology 11 .....	3	Bookkeeping 13 .....	3	Reading 10 .....	3	Senior B
Penmanship 11 .....	2	Commercial Arithmetic 20 .....	3	Teaching 180 .....	5	Teaching 180 .....
Bookkeeping 10 .....	2	Teaching 110 .....	5	Law 10 .....	3	Law 10 .....
Sociology 10 .....	2	Psychology 12 .....	3	History 13 .....	3	History 13 .....
Physical Education 10 .....	2	Biology 10 .....	3	Home Economics 10; or Manual Arts 10 .....	3	Home Economics 10; or Manual Arts 10 .....
English 11 .....	3					
History 10 .....	3					
<b>Total</b> .....	<b>16</b>	<b>Total</b> .....	<b>17</b>	<b>Total</b> .....	<b>17</b>	

Junior A		Senior D		Senior A	
Bookkeeping 11	3	Bookkeeping 14	3	Teaching 140	5
Commercial English 10	3	Teaching 120	5	Law 11	3
Teaching 100	5	Education 11	3	Geography 23	3
History 11	2	Biology 11	3	Education 12	2
Mathematics 10	3	Music 10	3	Physical Education 12	2
How to Study 21	1			Manual Arts 10	3
<b>Total</b>	<b>17</b>	<b>Total</b>	<b>17</b>	<b>Total</b>	<b>18</b>

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

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

## THE SCHOOL OF COMMERCE

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

(Secretarial Type)

Basal .....	53 hours	53 units
Psychology and Education .....	35 hours	35 units
Departmental (including teaching) .....	61 hours	61 units
Commercial Elective .....	4 hours	4 units
Total .....	153 hours	153 units

	FIRST YEAR	SECOND YEAR	THIRD YEAR	
	Hours	Hours	Hours	Hours
<b>Junior C</b>				
Shorthand 10 .....	3			3
Typewriting 10 .....	3			3
Pennmanship 10 .....	3			3
Psychology 10 .....	3			3
English 10 .....	3			3
Physical Education 10 .....	2			2
How to Study 21 .....	1			1
Total .....	18			17
<b>Junior B</b>				
Shorthand 11 .....	3			3
Typewriting 11 .....	3			3
Pennmanship 11 .....	3			3
Bookkeeping 10 .....	2			2
Sociology 10 .....	2			2
Physical Education 11 .....	3			3
Biology 10 .....	3			3
Total .....	18			17
<b>Junior F</b>				
Sciences 11 .....		3		3
Mathematics 10 .....		3		3
Bookkeeping 12 .....		3		3
Teaching 110 .....		5		5
Education 10 .....		2		2
Total .....	16			17
<b>Senior E</b>				
Psychology 11 .....		2		2
Mathematics 11 .....		2		2
Art 10 .....		3		3
Teaching 10 .....		5		5
Commercial Arithmetic 20 .....		3		3
Total .....	15			17
<b>Senior C</b>				
Sociology 11 .....		3		3
Psychology 12 .....		3		3
History 11 .....		2		2
Teaching 11 .....		5		5
Geography 10 .....		3		3
Library Methods; Spelling Methods 10 .....		1		1
Total .....	16			17
<b>Senior B</b>				
Reading 10 .....		2		2
Geography 11 .....		2		2
Teaching 18C .....		3		3
English 11 .....		5		5
Home Economics 10; Manual Arts 10 .....		3		3
Total .....	15			17

Junior A		Senior E		Senior A	
Shorthand 12	3	Education 11	3	Education 12	2
Typewriting 12	3	Biology 12	3	Child Hygiene 16	1
Bookkeeping 11	3	History 10	3	Manual Arts 10	3
Teaching 100	5	Teaching 120	5	Teaching 140	5
Commercial English 10	3	Music 10	3	Physical Education 12	2
				Education 13	3
<b>Total</b>	<b>17</b>	<b>Total</b>	<b>17</b>	<b>Total</b>	<b>16</b>

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

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

## THE SCHOOL OF COMMERCE

MR. AUSTIN

MRS. PLOUGH

MRS. ALLEN

### Advanced Standing

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

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

### Value of Certain High School Equivalents

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

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

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

### Bookkeeping 10

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

*Two hours. Two units.*

#### *First Term*

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

#### *Second Term*

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

#### *Third Term*

(May be offered by special arrangement)

**Bookkeeping 11-12****Bookkeeping 11**

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

Prerequisite, Bookkeeping 10. *Three hours. Three units.*

**Bookkeeping 12**

Partnership business and special column books.

Prerequisite, Bookkeeping 11. *Three hours. Three units.*

*First Term*

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

*Second Term*

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

**Bookkeeping 13-14****Bookkeeping 13**

Cost accounting.

Prerequisite, Bookkeeping 12. *Three hours. Three units.*

**Bookkeeping 14**

Banking and corporation accounting.

Prerequisite, Bookkeeping 13. *Three hours. Three units.*

*Third Term*

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

**Penmanship 1**

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

*Second Term*

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

*Third Term*

10.45 T.Th. R. 101 L. Mr. Austin

**Penmanship 10**

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

*Three hours. Three units.*

*First Term*

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

*Second Term*

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

*Third Term*

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

**Penmanship 11**

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

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

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

*First Term*

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

9.25	T.Th.	R. 101 L.	Mr. Austin
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**Shorthand 10**

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

*Three hours. Three units.*

*First Term*

10.45	M.W.F.	R. ---	Mrs. Allen
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*Second Term*

10.45	M.W.F.	R. ---	Mrs. Allen
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**Shorthand 11**

Gregg Manual completed and reviewed. Dictation.  
Prerequisite, Shorthand 10 or its equivalent.

*Three hours. Three units.*

*Second Term*

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

*Third Term*

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

**Shorthand 12**

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

Prerequisite, Shorthand 11. *Three hours. Three units.*

*Third Term*

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

**Typewriting 10**

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

*Three hours. Three units.*

*First Term*

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

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

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

*Second Term*

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

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

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

*Third Term*

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

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

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

**Typewriting 11**

(11-12 same hours)

A continuation of Typewriting 10. Addressing envelopes, writing legal forms. Simple speed practice. Carbon duplication. Mimeographing.

Prerequisite, Typewriting 10. *Three hours. Three units.*

**Typewriting 12**

Transcribing notes. The use of office equipment. Mimeographing. Filing.

Prerequisite, Typewriting 11.

*Three hours. Three units.*

**Typewriting 11-12 (Mixed Class)***First Term*

2.20 T.W.Th. R. 103 L.

3.30 T.W.Th. R. 103 L.

*Second Term*

2.20 T.W.Th. R. 103 L.

3.30 T.W.Th. R. 103 L.

*Third Term*

2.20 T.W.Th. R. 103 L.

3.30 T.W.Th. R. 103 L.

**Business English 10**

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

*Three hours. Three units.*

**Commercial Law 10-11**

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

Two terms required, each.

*Three hours. Three units.*

**Law 10***Second Term*

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

**Law 11***Third Term*

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

**Commercial Club**

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

*First Term*

3.30 Th. R. 104 L. Mr. Austin

*Second Term*

3.30 Th. R. 104 L. Mr. Austin

*Third Term*

3.30 Th. R. 104 L. Mr. Austin

Stenotypy is offered once each year, usually during the third term. It is a five-hour, five-unit course.

## THE SCHOOL OF FINE ARTS

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

## Required:

1. Psychology and Education.....	22 units
2. Basal .....	53 units
3. Teaching (General).....	10 units
4. Departmental .....	68 units

Total ..... 153 units

	FIRST YEAR		SECOND YEAR		THIRD YEAR		
	Hours	Units	Hours	Units	Hours	Units	
<b>First Term</b>							
Education 10.....	3	3	Psychology 11.....	2	2	Mathematics 11.....	2
Physical Education 10.....	2	2	Science 11.....	3	3	Penmanship 10.....	3
Psychology 10.....	3	3	Geography 11.....	3	3	Teaching 11.....	5
English 10.....	3	3	Art Appreciation and History 13.....	1	1	Outdoor Sketching 11.....	4
Art Appreciation and History 10.....	1	1	Design 12.....	4	3	Illustration 11.....	4
Drawing and Painting 10.....	3	3	Illustration 10.....	4	3		
Design 10.....	4	3	Outdoor Sketching 10.....	4	3		
<b>Total</b> .....	19	17	<b>Total</b> .....	21	18	<b>Total</b> .....	18
<b>Second Term</b>							
Sociology 10.....	2	2	Sociology 11.....	3	3	Bookkeeping 10.....	3
Physical Education 11.....	2	2	Biology 16.....	1	1	Interior Decoration 10.....	4
English 11.....	3	3	Teaching 10.....	5	5	Handwork 10.....	3
Reading 10.....	3	3	Mathematics 10.....	3	3	Art Crafts 10.....	4
History 10.....	3	3	Art Appreciation and History 14.....	1	1	Teaching 11A.....	5
Art Appreciation and History 11.....	1	1	Drawing and Painting 12.....	4	3		
Costume Appreciation 10.....	1	1					
Design 11.....	4	3					
<b>Total</b> .....	19	19	<b>Total</b> .....	17	16	<b>Total</b> .....	19

First Term	Second Term	Third Term
Physical Education 12	Psychology 12	Manual Training 10; or Domestic Science 10
Library Methods and Spelling 10	History of Costume 10	Science 10
Geography 10	Drawing and Painting 12	Education 11
History 11	Art Methods 10	Education 12
Science 10	Teaching 10A	Music 10
Art Appreciation and History 12		Art Crafts 11
Drawing and Painting 11		Stage and Costume Design 10
Lettering 10		
<b>Total</b>	<b>Total</b>	<b>Total</b>
20	19	17
		19
		17

**B. Three-Year Course for Elementary Fine Arts Diploma**

Required:

1. Psychology and Education (as in Course A)	22 units
2. Departmental	68 units
3. Elective (free)	63 units
<b>Total</b>	<b>153 units</b>

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

Required:

1. Departmental	39 units
2. Elective (free)	12 units
<b>Total</b>	<b>51 units</b>

## THE SCHOOL OF FINE ARTS

MISS GRIFF  
MISS CRAWFORD

MISS BROOKS  
MRS. SOOY

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 gain freedom, power and quality in self-expression, and to prepare the student to teach the space-arts in a sequential way.

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

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

### EXPLANATION OF THE COURSES AND NOTATION OF CLASSES OFFERED FIRST TERM

#### Art 1, 2 and 3

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

Art structure (elements and principles of art) in:

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

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

(c) Representative drawing. Nature and objects.

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

#### Art 1

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

#### Art 2

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

*Each course, two hours.*

#### Art 10

Art structure. Lectures and studio work.

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

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

*Three hours. Three units.*

**Art 20**

Prerequisite, Art 10. Method course, including observations.

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

*Three hours. Three units.*

**Art Appreciation and History 10-15, Inclusive**

An appreciative study of the space-arts. Lantern lectures.

A.A.&H. 10 Second hour T. R. 102 F.A. Miss Gere

A.A.&H. 13 Second hour Th. R. 102 F.A. Miss Gere

*Each course, one hour, one unit.*

**Art Crafts 10-12, Inclusive**

Wood-block printing, stenciling, dyeing, embroidery and construction of simple objects.

A.C. 10 Third hour W.F. R. 206 F.A. Miss Crawford

*Four hours. Three units.*

‡ A.C. 11 Fifth hour M.W. R. 206 F.A. Miss Crawford

*Four hours. Three units.*

**Art Methods 10-13, Inclusive**

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

‡ A.M. 10 Third hour T.Th. R. 203 F.A. Miss Brooks

*Two hours. Two units.*

A.M. 11 Third hour M.W. R. 204 F.A. Miss Hazen

*Two hours. Two units.*

**Costume Appreciation 10**

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

**Costume Design 10**

Principles and elements of art applied to costume.

C.D. 10 Third and fourth hours Th. R. 207 F.A. Mrs. Sooy

*Three hours. Two units.*

**Designs 10-12, Inclusive**

Art structure.

D. 10 Second and third hours M.F. R. 203 F.A. Miss Chandler

*Four hours. Three units.*

D. 12 Second hour M.W. R. 206 F.A. Miss Crawford

D. 12 Third hour M. R. 206 F.A. Miss Crawford

*Four hours. Three units.*

**Drawing and Painting 10-16, Inclusive**

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

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

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

*Three hours. Two units.*

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

*Four hours. Three units.*

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

*Two hours. One unit.*

**History of Costume 10**

An appreciative study of costume.

Lantern lectures.

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

*One hour. One unit.*

**House Design 10 (See Domestic Science)**

Fourth hour T. R. 206 F.A. Miss Gere

Fifth and sixth hours Th. R. 206 F.A. Miss Gere

*Three hours. Two units.*

**Illustration 10-12, Inclusive**

Pictorial composition cartoons.

Processes of reproductions.

**Interior Decoration 10-11**

Application of art principles to public buildings and homes.

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

*Two hours. One unit.*

**Lettering 10 (Freehand)**

Designs in lettering.

**Outdoor Sketching 10-12, Inclusive**

Study of line, values and flat color.

O.S. 10 Sixth and seventh hours T.Th. R. 207 F.A. Mrs. Sooy  
*Four hours. Three units.*

O.S. 11 Sixth and seventh hours Th. R. 203 F.A.  
*Two hours. One unit.*

O.S. 12 Sixth and seventh hours Th. R. 201 F.A. Miss Chandler  
*Two hours. One unit.*

**Stage and Costume Design 10**

Principles and elements of art applied to the stage.

Third hour M.T.W. R. 207 F.A. Mrs. Sooy  
*Three hours. Two units.*

## THE SCHOOL OF HOME ECONOMICS

## A. For General Professional and Home Economics Elementary Diplomas

1. Basals ..... 56 hours
2. Psychology and Education ..... 22 hours
3. Practice Teaching (General) ..... 10 hours
4. Departmental (including Practice Teaching) ..... 65 hours

Total ..... 153 hours

FIRST YEAR		SECOND YEAR		THIRD YEAR	
	Hours		Hours		Hours
<b>Junior O</b>		<b>Senior F</b>		<b>Senior O</b>	
Education 10	3	English 11	3	Food 14	3
Home Economics 10	3	Clothing 12	3	Clothing 14	3
English 10	3	Food 12	3	Administration 11	2
Penmanship 10	3	Psychology 11	3	Teaching 12 (Home Economics)	4
Reading 10	3	History 10	3	Millinery 10	2
Sciences 10	3	Home Economics Education 10	3	Geography 11	3
<b>Total</b>	<b>18</b>	<b>Total</b>	<b>17</b>	<b>Total</b>	<b>17</b>
<b>Junior B</b>		<b>Senior E</b>		<b>Senior B</b>	
Chemistry 10	3	Textiles 10	3	Teaching 10	5
Food 10	3	Teaching 10 (Home Economics)	4	History 11	2
Clothing 10	3	Biology 16	1	Music 10	3
Physical Education 10	2	Handwork 10	2	Physical Education 12	2
Administration 10	2	Physical Education 11	2	Psychology 12	3
Psychology 10	3	Bacteriology 10	3	Nursing and Health	2
		Spelling and Library Methods 10	1		
<b>Total</b>	<b>16</b>	<b>Total</b>	<b>17</b>	<b>Total</b>	<b>17</b>

Junior A		Senior D		Senior A	
Food 11	3	Clothing 13	3	Teaching 11	5
Clothing 11	3	Food 13	3	Dietetics 10	3
Art 10	3	Education 11	3	Education 12	2
Sociology 10	2	Teaching 11 (Home Economics)	4	Mathematics 11	2
Geography 10	3	Science 11	3	Sociology 11	3
Mathematics 10	3	Food 16	1	Demonstration Cooking	1
Total	17	Total	17	Elective	1
				Total	17

B. For Secondary Diploma

1. Departmental	42 hours
2. Electives	9 hours
Total	51 hours

Senior O		Senior B		Senior A	
Food 15	3	Millinery 11	3	Dietetics 11	3
Clothing 15	3	Costume Design 10	3	Teaching 14 (Home Economics)	6
Chemistry 11	3	Chemistry 12	3	Practice House	6
Teaching 18 (Home Economics)	4	House Furnishing 10	3	Elective	3
House Design 10	2	Elective	4	Total	19
Elective	2	Total	16		
Total	17				

## THE SCHOOL OF HOME ECONOMICS

MISS WEER  
MISS CHILTON

MISS EVANS  
MISS BECKETT

MISS MACPHERSON  
MISS LATHROP

### The School of Home Economics Offers Three Courses:

- A. Home Economics Elementary Course.  
This entitles the graduate to teach home economics in elementary schools.
- B. Home Economics Elementary and General Professional Course.  
This prepares the graduate to teach both home economics and general professional subjects in elementary schools.
- C. Home Economics Secondary Course.  
This entitles the graduate to teach home economics in high schools.
- D. Certification under the Smith-Hughes Act.  
The rapid development of home-making as a vocation has created a need for women with home experiences. Opportunity will be offered for the preparation of such women for teaching home-making in the high schools.

### EXPLANATION OF THE COURSES

#### Home Economics Education 10: Discussion and Reports

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

##### *First Term*

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

#### \*Home Economics Education 10: Discussion and Reports

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

##### *Section 1*

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

##### *Section 2*

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

##### *Section 3*

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

#### Home Economics for Rural Schools: Lectures. Demonstrations, Reports

This course deals with the introduction of home economics into the rural schools, with suggestions regarding subject matter and methods of

presentation. Simple equipment is studied and some practice given in its construction and use. Possibilities of correlation with other school subjects, the home and community are emphasized. *Three hours.*

*First Term*

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

Elective.

**Administration 10: Home Management**

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

**Administration 11: Laundry**

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

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

Parallel to Clothing 14.

**Administration 20: Home Management**

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

*First Term*

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

**Food 1**

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

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

**Food 10: Elementary Foods and Cookery**

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

*Three hours.*

**Food 11: Advanced Food and Cookery**

This course is a review and continuation of Food 10, application being made to a wider range of food materials. It includes the principles of buying, care and preservation of foods. *Three hours.*

**†Food 12: Large Quantity Cookery**

This course aims to give practice in preparing and serving food in quantities suitable for cafeterias, school lunches, clubs and tea rooms. Observation and practical experience will form a part of the course.

*Three hours.*

*Section 1*

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

*Section 2*

12.55-3.05 W. R. 205 M.A. Miss Chilton

10.35-12.45 F. R. 205 M.A. Miss Chilton

**Food 13: Special Diets**

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

*Three hours.*

**Food 14: Family Cookery**

This course gives practice in planning, cooking and serving meals of varying costs to typical family groups.

*Three hours.*

**Food 15: Experimental Cookery**

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

*Three hours.*

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

**Food 16: Food Products**

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

*One hour.*

**Dietetics 10**

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

*Three hours.*

**Dietetics 11**

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

*Three hours.*

**†Dietetics 20**

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

*Three hours*

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

**Demonstration Cookery 10**

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

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

**Demonstration Cookery 20**

This course parallels Demonstration 10 and is designed for teachers or home makers. *One hour.*

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

**Chemistry 1: General Chemistry**

This course acquaints the students with scientific methods and practices of chemistry. The illustrative material is related to the experiences of the students and is drawn from individual and home activities. *One hour.*

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

**Chemistry 10: Food Chemistry**

In this course the principles of chemistry are applied to the various staple foods. It includes the study of the composition and analysis of water, carbohydrates, fats and protein. *Three hours.*

**Chemistry 11: Food Chemistry (Continued)**

This course is a continuation of Chemistry 10, with more complex problems. It includes a study of the adulteration of foods with methods of testing. *Three hours.*

8.15-10.25 M.W. R. 109 S. Miss Hallam

**Chemistry 12: Household Chemistry**

In this course the principles of chemistry are applied to the problems of the household. It includes a study of water, fuels, leavening agents, and cleaning materials. Individual problems are assigned. *Three hours.*

**Bacteriology 10**

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

10.35-12.45 T.Th. R. 111 S. Miss Beckett

**Nursing and Health 10**

This is an elementary course in home care of the sick and in first aid directions for the home nurse; care of children and the aged. This course is given by a registered nurse. *Two hours.*

**Clothing 1**

This course includes the study of the clothing budget of the student; the selection, care and repair. A part of this course will be devoted to the construction of simple garments. *Three hours.*

10.35-12.45 T.Th. R. 203 M.A. Miss Evans

**Clothing 10: Elementary Clothing and Handwork**

This course includes practice in the use of the sewing machine and its attachments; the use of commercial patterns; hand and machine sewing applied to undergarments and children's clothing, simple repairing, mending and patching. *Three hours.*

**Clothing 11: Advanced Clothing**

Clothing 11 is a continuation of Clothing 10, application being made to garments involving a wider selection of materials and more complex construction.

It includes a comparative study of home- and ready-made garments as to price and quality. A study of the clothing budget is made, giving special attention to the proportion which should be spent for underwear.

*Three hours.*

**Clothing 12: Elementary Dressmaking and Design**

In this course the study of materials, color and line as applied to single dressmaking are especially emphasized.

Two wash dresses are made—a simple tailored type and an afternoon dress. A further discussion of the clothing budget is also given.

*Three hours.*

*Section 1*

12.55-3.05 W. R. 202 M.A. Miss Lathrop

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

*Section 2*

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

**Clothing 13: Advanced Dressmaking**

This course is a continuation of Clothing 12, and includes the making of a wool dress and a silk dress, special thought being given to the principles of costume design.

Pattern making is also a part of this course, plain patterns are used as a foundation and from these other patterns are designed.

*Three hours.*

**Clothing 14: Renovation and Remodeling**

A series of lessons are given on the cleaning, dyeing and renovation of wool and silk materials, after which the student uses these materials in making either dresses for herself or children's dresses.

*Three hours.*

Parallel, Administration 10.

**Clothing 15: Special Problems in Dressmaking**

The aim of this course is to enable the student to work directly on the figure without the use of patterns.

A dress form is padded to fit a lining and practice is given in copying designs from fashion magazines, after which two dresses are made, one of which is to be an order dress. *Three hours.*

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

**Clothing 20: Dressmaking (General Professional Students only)**

A course planned for students who have not had extended experience in sewing. A series of lessons on the selection of clothing principles of design, and good taste in clothes will be given. It includes the making of a simple dress. *Three hours.*

Elective.

**Textiles 10**

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

**Costume Design**

Designing of costumes for the individual. Study of lines, color and styles best suited to various types. *Three hours.*

Given by Art Department.

**Millinery 10: Elementary Millinery**

This course includes practice in the making and covering of buckram, wire and rice net frames, the making of trimmings, such as buckles, folds, pleatings, cabochons, bows, etc., the renovating and tinting of materials.

The study of color and shape for the individual is an important feature of the course.

A few lessons on simple flowers making are also given, and a study of children's hats is included. *Two hours.*

**Millinery 11: Advanced Millinery**

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

**Millinery 20 (General Professional Students only)**

This work will include the making of buckram and wire frames, the study of hats as to color and style for the individual. Two hats will be made, also a variety of trimmings and simple flowers. *Three hours.*

8.15-10.25 T.Th. R. 202 M.A. Miss Lathrop

Elective.

**House Design**

Principles of design applied to simple house plans and elevations.

*Two hours.*

Given by Art Department.

11.45-12.45 T. R. 205 F.A.

12.55- 3.05 Th. R. 205 F.A. Miss Gere

**House Furnishing**

Spacing, dark and light color, applied to problems of the home.

*Three hours.*

Given by Art Department.

**Practice House**

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

*Six hours.*

**Vocational Education**

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

**U. S. FOOD ADMINISTRATION COURSES****Course 10: Food and the War—Sixteen lectures**

A general survey of the world's food problem in its geographic, economic, and nutritional aspects. This course includes a study of the effect of the war upon the food of Europe and America and the necessity of food control.

*One hour.*

*Section 1*

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

*Section 2*

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

**Course 20: Fundamentals of Food and Nutrition in Relation to the War**

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

*Three hours.*

Elective.

**Course 21: Laboratory Course in Use and Conservation of Foods**

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

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

Elective.

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

Uniforms may be ordered through the School of Home Economics.

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

Food -----	\$2 00	Clothing -----	\$1 00
Dietetics -----	2 00	Millinery -----	1 00
Demonstration Cookery ---	1 00	Textiles -----	1 00
Chemistry -----	1 00	Bacteriology -----	25
	Laundry -----		\$1 00

## THE SCHOOL OF KINDERGARTEN TRAINING

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

Required:

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

Total ..... 102 hours

	Units		Units
<b>FIRST YEAR</b>		<b>SECOND YEAR</b>	
<b>First Term</b>		<b>First Term</b>	
Psychology 10 .....	3	Education 10 .....	3
Biology 16 .....	1	Teaching 10K .....	10
Basals .....	6	Manual Arts 18K .....	2
Manual Arts 10K .....	3	Kindergarten Education .....	3
Kindergarten Education 10 .....	2		
Games 10 .....	1		
<b>Total .....</b>	<b>16</b>	<b>Total .....</b>	<b>18</b>
<b>Second Term</b>		<b>Second Term</b>	
Psychology 11 .....	2	Education 18P .....	3
Sociology 10 .....	2	Sociology 11 .....	3
Basals .....	5	Teaching 10 .....	5
Manual Arts 11K .....	3	Kindergarten Education 14 .....	2
Kindergarten Education 11 .....	2	Stories 11 .....	2
Games 11 .....	1	Games 13 .....	1
Piano 10 .....	2	Piano 11 .....	1
<b>Total .....</b>	<b>17</b>	<b>Total .....</b>	<b>17</b>
<b>Third Term</b>		<b>Third Term</b>	
Psychology 12 .....	3	Education 12 .....	2
Basals .....	2	Teaching 11K .....	10
Manual Arts 12K .....	3	Kindergarten Education 15 .....	3
Kindergarten Education 12 .....	2	Kindergarten Education 16 .....	2
Games 12 .....	1	Games 14 .....	1
Stories 10 .....	3		
Observation K .....	2		
<b>Total .....</b>	<b>16</b>	<b>Total .....</b>	<b>18</b>

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

Education and Psychology	23 hours
Basals	55 hours
Departmental	65 hours
Teaching	10 hours
<b>Total</b>	<b>153 hours</b>

FIRST YEAR		SECOND YEAR		THIRD YEAR	
Hours		Hours		Hours	
Education 10	2	Psychology 11	2	Psychology 12	3
Basals	14	Basals	5	Teaching 11K	10
<b>Total</b>	<b>16</b>	Kindergarten	10	Kindergarten	5
		<b>Total</b>	<b>17</b>	<b>Total</b>	<b>18</b>
Psychology 10	3	Child Hygiene	1	Sociology 11	3
Basals	11	Teaching 10K	10	Teaching 11	5
Kindergarten	3	Kindergarten	6	Basals	6
<b>Total</b>	<b>17</b>	<b>Total</b>	<b>17</b>	Kindergarten	4
				<b>Total</b>	<b>18</b>
Sociology 10	2	Education 11	3	Education 12	2
Basals	8	Teaching 10	5	Educational Elective	3
Kindergarten	7	Kindergarten	3	Kindergarten	7
<b>Total</b>	<b>17</b>	Basals	6	Basals	4
		<b>Total</b>	<b>17</b>	<b>Total</b>	<b>16</b>

## THE SCHOOL OF KINDERGARTEN TRAINING

MISS MASCORD  
MISS GREENWOOD

MISS KNIGHT  
MISS BARBOUR

MISS DOUGLASS

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

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

### EXPLANATION OF THE COURSES

#### Kindergarten Education 10 to 16

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

#### Kindergarten Education 10

*First Term Only*

10.35 T.Th. R. 103 S. Miss Greenwood

#### Kindergarten Education 11

*Second Term Only*

10.35 T.Th. R. 103 S. Miss Mascord

#### Kindergarten Education 12

*Third Term Only*

10.35 T.Th. R. 103 S. Miss Mascord

#### Kindergarten Education 13

*First Term Only*

12.55 T.Th. Kgn. Miss Mascord  
2.05 W.

#### Kindergarten Education 14

*Second Term Only*

12.55 T.Th. R. 103 S. Miss Mascord

#### Kindergarten Education 15

*Third Term Only*

12.55 M.W.F. Kgn. Miss Greenwood

#### Kindergarten Education 16

*Third Term Only*

2.05 T.Th. Kgn. Miss Mascord

**Manual Arts K 10 to 13**

These courses are designed to equip the student with a practical knowledge of the Froebelian gifts and occupations and of such other play materials as serve as a means of self-expression for the child of kindergarten age, with the principles and methods which underlie their use. Constructive work with wood, paper boxes and miscellaneous materials, also the problems of the doll, the doll house, doll furniture and simple toys are worked out.

**Manual Arts 10K***First Term Only*

12.55 M.W.F. Kgn. Miss Douglass, Miss Barbour

**Manual Arts 11K***Second Term Only*

12.55 M.W.F. Kgn. Miss Mascord, Miss Knight

**Manual Arts 12K***Third Term Only*

12.55 M.W.F. Kgn. Miss Mascord, Miss Knight

**Manual Arts 13K***First Term Only*

2.05 T.Th. Kgn. Miss Knight, Miss Mascord

**Games 10 to 14**

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

**Games 10***First Term Only*

2.05 W. Kgn. Miss Barbour

**Games 11***Second Term Only*

12.55 T. Kgn. Miss Barbour

**Games 12***Third Term Only*

2.05 W. Kgn. Miss Barbour

**Games 13***Second Term Only*

2.05 W. Kgn. Miss Greenwood

**Games 14***Third Term Only*

2.05 W. Kgn. Miss Greenwood

**Stories 10 and 11**

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

**Stories 10***Third Term Only*

10.35 M.W.F. Miss Greenwood, Miss Barbour

**Stories 11***Second Term Only*

2.05 T.W.Th. Miss Greenwood, Miss Barbour

**Piano 10 and 11**

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

Students must take an examination in piano music before registering, and any condition in music must be removed before entering the Senior Year.

**Piano 10***Second Term Only*

2.05 T.Th. Kgn. Miss Douglass

**Piano 11***Second Term Only*

3.15 W. Kgn. Miss Douglass

**Primary Methods: Education 13P**

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

**Observation K**

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

*Third Term Only*

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

**Teaching 10K, 11K, 10**

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

**Kindergarten Problems**

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

*First Term*

3.15 Th. Kgn. Miss Mascord

## SCHOOL OF MANUAL ARTS

**THE SCHOOL OF MANUAL ARTS**  
 A. Three-Year Course for General Professional and Elementary Manual Arts Diploma.

FIRST YEAR		SECOND YEAR		THIRD YEAR	
	Hours		Hours		Hours
<b>First Term</b>		<b>First Term</b>		<b>First Term</b>	
Art 11 .....	3	Mechanical Drawing 13 .....	4	Teaching 11 (Manual Arts) .....	4
Mechanical Drawing 10 .....	3	Manual Arts 11 .....	3	Shop .....	5
Education 10 .....	3	Psychology 13 .....	3	Craft .....	3
Psychology 10 .....	3	Art 12 .....	2	Music 10 .....	2
Craft or Shop .....	3	History 11 or 12 or 13 .....	2	Physical Training 11 .....	3
English 10 .....	3	Mathematics 10 .....	3		
<b>Total</b> .....	<b>18</b>	<b>Total</b> .....	<b>17</b>	<b>Total</b> .....	<b>17</b>
<b>Second Term</b>		<b>Second Term</b>		<b>Second Term</b>	
Mechanical Drawing 11 .....	3	Teaching 10 .....	5	Teaching 11 .....	5
Psychology 11 .....	3	Shop .....	5	Shop .....	5
Craft or Shop .....	3	Sociology 11 .....	3	Science 12 .....	3
English 11 .....	3	Art or Craft .....	2	Education 12 .....	2
Science 10 or 11 .....	3	Industrial Materials .....	2	Physical Training 12 .....	2
Geography 10 .....	3				
<b>Total</b> .....	<b>17</b>	<b>Total</b> .....	<b>17</b>	<b>Total</b> .....	<b>17</b>

Third Term		Third Term		Third Term	
Mechanical Drawing 12.....	4	Teaching 10 (Manual Arts).....	4	Teaching 12 (Manual Arts).....	5
Manual Arts 10.....	3	Shop.....	5	Education (Manual Arts).....	3
Sociology 10.....	2	Education 11.....	3	Reading 10.....	3
Biology 16.....	1	Mathematics 11.....	2	Shop.....	3
History 10.....	3	Physical Training 10.....	2	Femmanship 10.....	3
Geography 11.....	3	Library Methods.....	1		
		Spelling Methods.....	1		
Total.....	16	Total.....	17	Total.....	17

## THE SCHOOL OF MANUAL ARTS—Continued

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

1. Professional .....	22 hours
2. Departmental .....	111 hours
3. Elective .....	71 hours
<b>Total</b> .....	<b>204 hours</b>

FIRST YEAR		SECOND YEAR		THIRD YEAR		Hours	
	Hours		Hours		Hours	Hours	
<b>First Term</b>		<b>First Term</b>		<b>First Term</b>		<b>First Term</b>	
Art 10 .....	2	Machine Drawing or Archi- tectural Drawing 10 .....	4	Biology 16 .....	1	Psychology 12 .....	3
Shop .....	5	Shop .....	5	Shop .....	5	Shop .....	5
Mechanical Drawing 10 .....	3	Education 10 .....	3	Electives .....	11	Electives .....	5
Electives .....	7	<b>Total</b> .....	17	<b>Total</b> .....	17	Teaching 11 (Manual Arts) .....	4
<b>Total</b> .....	17	Electives .....	5	<b>Total</b> .....	17	<b>Total</b> .....	17
<b>Second Term</b>		<b>Second Term</b>		<b>Second Term</b>		<b>Second Term</b>	
Art 11 .....	2	Machine Drawing 11 or Archi- tectural Drawing 11 .....	4	Sociology 11 .....	3	Education 11 .....	2
Mechanical Drawing 11 .....	3	Shop .....	5	Shop .....	5	Teaching 12 (Manual Arts) .....	5
Shop .....	5	Sociology 10 .....	3	Industrial Materials .....	2	Shop .....	5
Electives .....	7	Electives .....	0	Electives .....	7	Electives .....	5
<b>Total</b> .....	17	<b>Total</b> .....	17	<b>Totals</b> .....	17	<b>Total</b> .....	17

Third Term		Third Term		Third Term		Third Term	
Art 12	2	Machine Drawing or Architectural Drawing 12	4	Psychology 11	2	Education 12	3
Mechanical Drawing 12	4	Shop	5	Teaching 10 (Manual Arts)	4	Education (Manual Arts)	2
Shop	5	Psychology 10	3	Shop	5	Teaching 12 (Manual Arts)	5
Electives	6	Electives	5	Electives	6	Shop	5
<b>Total</b>	<b>17</b>	<b>Total</b>	<b>17</b>	<b>Total</b>	<b>17</b>	<b>Total</b>	<b>17</b>

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

1. Professional	22 hours
2. Departmental	67 hours
3. Elective	64 hours
<b>Total</b>	<b>153 hours</b>

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

## THE SCHOOL OF MANUAL ARTS

✓ MR. MANSFIELD  
 ✓ MISS RICHARDSON  
 ✓ MISS WHITICE

✓ MISS BLANCHARD  
 ✓ MR. ANGIER  
 ✓ MR. CALKINS

• MISS SWAINSON  
 ✓ MR. GALBRAITH

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

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

### Three-Year Shop Course

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

### Four-Year Shop Course

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

### Three-Year General Professional and Manual Arts Course

The three-year General Professional and Manual Arts Course is maintained for those who are willing to devote part of their time to the regular grade work and the remainder to the teaching or supervising of the Manual Arts subjects.

Upon the satisfactory completion of this course two diplomas of elementary grade are granted; the General Normal Diploma and the Manual and Fine Arts Type, elementary.

## EXPLANATION OF THE COURSES

### Manual Arts Education

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

#### *Third Term*

R. 110 M.A. Mr. Mansfield

**Manual Arts 10**

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

*First Term*

8.15	M.W.F.	R. 106 M.A.	Miss Swainson
9.25	M.W.F.	R. 107 M.A.	Miss Richardson
10.35	M.W.F.	R. 106 M.A.	Miss Swainson
12.55	M.W.F.	R. 107 M.A.	Miss Richardson
2.05	T.W.Th.	R. 106 M.A.	Miss Swainson
4.25	W.F.	R. 107 M.A.	Miss Richardson

*Second Term*

9.25	M.W.F.	R. 107 M.A.	Miss Richardson
10.25	M.W.F.	R. 106 M.A.	Miss Swainson
11.45	M.W.F.	R. 106 M.A.	Miss Swainson
12.55	M.W.F.	R. 107 M.A.	Miss Richardson
2.05	T.W.Th.	R. 106 M.A.	Miss Swainson

*Third Term*

8.15	M.W.F.	R. 107 M.A.	Miss Richardson
9.25	M.W.F.	R. 107 M.A.	Miss Richardson
10.25	M.W.F.	R. 106 M.A.	Miss Swainson
12.55	M.W.F.	R. 106 M.A.	Miss Swainson
2.05	T.W.Th.	R. 106 M.A.	Miss Swainson

**Manual Arts 11**

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

*First, Second, Third Terms*

10.35	M.W.F.	R. 106 M.A.	Mr. Mansfield
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**Bookbinding 10**

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

*First Term*

9.25, 1.55, 2.05	T.Th.	R. 101 M.A.	Miss Whitice
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**Bookbinding 11**

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

*Second Term*

9.25, 1.55, 2.05	T.Th.	R. 101 M.A.	Miss Whitice
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**Bookbinding 12**

Course and hours to be arranged with instructor.

*Third Term*

12.55 M.W.F. R. 101 M.A. Miss Whitice

**Leather Craft 10**

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

*First Term*

12.55 M.W.F. R. 101 M.A. Miss Whitice

2.05 W. R. 101 M.A. Miss Whitice

**Leather Craft 11**

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

*Third Term*

9.25 M.W.F. R. 101 M.A. Miss Whitice

**Metal Craft 10**

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

*Second Term*

12.55 M.W.F. R. 107 M.A. Miss Whitice

2.05 W. R. 107 M.A. Miss Whitice

**Metal Craft 11**

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

*Third Term*

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

**Pottery I**

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

*Second Term*

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

**Pottery II**

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

*First Term*

12.55 M.W.F. R. 102 M.A. Miss Richardson

2.05 W. R. 102 M.A. Miss Richardson

**Pottery III**

Course and hours to be arranged with instructor.

**Textiles I**

The study and handling of textile fibers and fabrics. Cloth making with two pedal looms, also comprehensive work in surface enrichment of textiles through the use of liquid color and new threads.

*Three hours.*

*Second Term*

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

**Textiles II**

Textile designing, and more extensive pattern weaving.

*Three hours.*

**Textiles III**

Course and hours to be arranged with instructor.

## INSTRUMENTAL DRAWING

**Mechanical Drawing 10**

Working drawings and lettering.

*Three hours.*

*First Term*

8.15 M.W.F. R. 201 M.A. Mr. Angier

9.25 M.W.F. R. 202 M.A. Mr. Mansfield

**Mechanical Drawing 11**

Orthographic projection.

*Three hours.*

*Second Term*

8.15 M.W.F. R. 201 M.A. Mr. Angier

9.25 M.W.F. R. 202 M.A. Mr. Mansfield

**Mechanical Drawing 12**

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

*Four hours.*

*Third Term*

8.15 M.T.W.F. R. 201 M.A. Mr. Angier

9.25 M.T.W.F. R. 202 M.A. Mr. Mansfield

**Architectural Drawing 10**

or

**Machine Drawing 10***First Term*

9.25 M.T.W.F. R. 202 M.A. Mr. Mansfield

**Architectural Drawing 11**

or

**Machine Drawing 11***Second Term*

9.25 M.T.W.Th. R. 202 M.A. Mr. Mansfield

*Four hours.*

**Architectural Drawing 12**

or

**Machine Drawing 12***Third Term*

9.25 M.T.W.Th. R. 202 M.A. Mr. Mansfield

*Four hours.*

## WOODWORKING COURSES

**Woodwork 10**

Beginning bench work consists of work in soft and hard wood, the correct use and proper care of the common woodworking tools, and the application of stains and other finishes. *Five hours.*

*First Term*

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

**Woodwork 11**

Cabinet and furniture design and construction. *Five hours.*

*Second Term*

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

**Woodwork 12**

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

*Third Term*

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

**Pattern Making 10**

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

*First Term*

12.45, 1.55 R. 105 M.A.

**Pattern Making 11**

Continuation of preceding course. *Five hours.*

*Second Term*

12.45, 1.55 R. 105 M.A.

**Pattern Making 12**

Continuation of preceding course. *Five hours.*

*Third Term*

12.45, 1.55 R. 105 M.A.

**Building Construction**

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

## METAL-WORKING COURSES

**Forge Practice I**

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

*First Term*

12.45, 1.45 R. 107 M.A. Mr. Mansfield

**Forge Practice II**

Continuation of preceding course.

*Five hours.**Second Term*

12.45, 1.45 R. 107 M.A. Mr. Mansfield

**Forge Practice III**

Continuation of preceding course.

*Five hours.**Third Term*

12.45, 1.45 R. 107 M.A. Mr. Mansfield

**Foundry Practice I**

The work includes molding, core making, and cupola practice.

*Five hours.**First Term*

12.45, 1.45 R. 109 M.A.

**Foundry Practice II**

Continuation of preceding course.

*Five hours.**Second Term*

12.45, 1.45 R. 109 M.A.

**Foundry Practice III**

Continuation of preceding course.

*Five hours.**Third Term*

12.45, 1.45 R. 109 M.A.

**Machine Shop Practice I**

Standard processes of machine shop practice, tool making, and machine construction.

*Five hours.**First Term*

12.45, 1.45 R. 108 M.A. Mr. Mansfield

**Machine Shop Practice II**

Continuation of preceding course.

*Five hours.**Second Term*

12.45, 1.45 R. 108 M.A. Mr. Mansfield

**Machine Shop Practice III**

Continuation of preceding course.

*Five hours.*

Additional shop work to be arranged for with instructor.

*Third Term*

12.45, 1.45 R. 108 M.A. Mr. Mansfield

THE SCHOOL OF MUSIC

Courses in Music for the Training of Directors, Supervisors, and Department Teachers of Music, Leading to General Professional and Elementary Music Diplomas

Departmental	68 hours
Professional	32 hours
Basal	53 hours
<b>Total</b>	<b>153 hours</b>

SCHOOL OF MUSIC

FIRST YEAR		SECOND YEAR		THIRD YEAR	
Hours		Hours		Hours	
<b>First Term</b>		<b>First Term</b>		<b>First Term</b>	
Ear Training I (12)	3	Harmony I	3	Teaching 10 (Music)	5
Voice I	1	Chorus Conducting I (11)	1	History and Appreciation I	3
Psychology 1	3	Music Education I	3	Chorus Conducting IV	1
Physical Education 1	2	Music Observation (12)	3	Form and Analysis I	2
Science 2	3	Voice IV	1	Sociology 1	2
Education I	3	Teaching II	5	Geography 2	3
History 1	3	Library Methods	1		
<b>Total (actual 20)</b>	<b>18</b>	<b>Total (actual 20)</b>	<b>17</b>	<b>Total</b>	<b>16</b>
<b>Second Term</b>		<b>Second Term</b>		<b>Second Term</b>	
Ear Training II (12)	2	Harmony II	3	Teaching 11 (Music)	5
Voice II	1	Chorus Conducting II	1	History and Appreciation II	3
Psychology 2	2	Music Education II	3	Chorus Conducting V	1
Physical Education 2	2	Voice V	1	Sociology II	3
Mathematics 2	3	Reading I	3	Geography 3	3
Science 3	3	Handwork 1	3	Art 2	3
Child Hygiene	1	English 2	3		
History 2	2				
<b>Total (actual 19)</b>	<b>16</b>	<b>Total</b>	<b>17</b>	<b>Total</b>	<b>18</b>

Third Term	Third Term	Third Term
Ear Training III (15)	Harmony III	Teaching 12 (Music)
Voice III	Chorus Conducting III	History and Appreciation
Psychology III	Music Education III	Chorus Conducting VI
Physical Education 3	Voice VI	Composition I
Teaching 10	Education II	Education III
Mathematics 3	Manual Training	Bookkeeping I
Pennmanship 3	English III	
	Total	Total
Total (actual 20)	18	17

A three-year course in Music, leading to the elementary certificate in Music, is also offered. It is identical with the course outlined above, except that instead of the 53 units of basals required, the student may choose an equal number of units of elective work.

## THE SCHOOL OF MUSIC

Mrs. VAUGHN

Miss WRIGHT

Miss BLEWETT

Miss BARNHART

**Music 1**

A course in one-part music reading planned for students who have been unable to meet the Normal School entrance requirements of the State Board of Education.

*First and Second Terms*

2.05 T.Th. R. 109 F.A. Miss Blewett

**Music 2**

A continuation of Music 1. Two- and three-part reading.

*Third Term*

2.02 T.Th. R. 105 F.A. Miss Barnhart

**Music 10**

A study of the music material for the first six grades; and outline of the psychology of music as a basis of the method used; the application of method in a series of observation lessons in the Training School; the formulation of this method; the use of prescribed objective tests with the classes of student teachers; and some work in testing results in the Training School.

*Every Term*

2.05 T.Th. R. 105 F.A. Miss Barnhart

**Music 11: Ear Training**

(a) One-part melodic dictation.

*First Term*

8.15 M.W.F. R. 105 F.A. Miss Barnhart

(b) Two-part melodic dictation.

*Second Term*

8.15 M.W.F. R. 105 F.A. Miss Barnhart

(c) Three-part melodic dictation. Chord analysis.

*Third Term*

8.15 M.W.F. R. 105 F.A. Miss Barnhart

Two hours a week practice work for each term.

**Music 12: Voice**

The proper use of the voice, including proper breath control, and tone placement. Repertory.

*Every Term*

T.F. R. 101 F.A. Mrs. Vaughn

Hours by individual assignment.

**Music 13: Harmony**

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

*First Term*

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

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

*Second Term*

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

(c) Modulation continued. Altered chords. Harmonization of melodies. Keyboard work. Original exercises.

*Third Term*

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

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

*Third Term*

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

**Music 14: Composition**

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

*First Term*

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

(b) Continuation of course (a).

*Second Term*

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

(c) Continuation of course (b).

*Third Term*

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

**Chorus Conducting**

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

*Every Term*

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

**Chorus Conducting (Secondary)**

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

*Every Term*

Individual assignment. Miss Wright

**Music 15: Music Education**

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

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

*First Term*

9.25 M.T.W. R. 103 F.A. Miss Wright

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

*Second Term*

9.25 M.T.W. R. 103 F.A. Miss Wright

(c) A study of the adolescent period.

*Third Term*

9.25 M.T.W. R. 103 F.A. Miss Wright

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

Classes to be announced later. Miss Wright.

**Music 16: Music Observation**

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

**Music 17: Music Teaching**

(a) First or second grade.

(b) Third or fourth grade.

(c) Fifth or sixth grade.

(d) Elective. Intermediate.

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

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

**Music 18: Music History and Appreciation**

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

*First Term*

10.35 M.W.F. R. 105 F.A. Miss Barnhart

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

*Second Term*

10.35 M.W.F. R. 105 F.A. Miss Barnhart

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

*Third Term*

10.35 M.W.F. R. 105 F.A. Miss Barnhart

(d) Modern Music.

*Third Term*

11.45 F. R. 105 F.A. Miss Barnhart

**Music 19: Form and Analysis**

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

*First Term*

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

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

*Second Term*

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

(c) Rondo and Sonata Allegro forms.

*Third Term*

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

**Secondary Observation**

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

*Every Term***Secondary Teaching**

The presentation of music subjects to high school students under the direction of class teachers in Los Angeles high schools, articulating with Music Education (d).

## SCHOOL OF PHYSICAL EDUCATION

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

Departmental (including teaching).....	75 hours
Basals.....	47 hours
Professional.....	21 hours
Practice Teaching.....	10 hours
<b>Total</b> .....	<b>153 hours</b>

FIRST YEAR		SECOND YEAR		THIRD YEAR	
Hours		Hours		Hours	
<b>First Term</b>		<b>First Term</b>		<b>First Term</b>	
Education 10.....	2	Mathematics 10.....	3	Sociology 11.....	3
English 10.....	3	Sociology 10.....	2	Mathematics 11.....	2
Science 10 (Nature Study).....	3	English 11.....	3	Physiology 11.....	3
Femanship 10.....	3	History 11.....	2	The Physical Examination.....	4
Spelling and Library Methods.....	1	Theory 12.....	3	Athletic Activities 12.....	2
Anatomy 10.....	3	Practices Teaching.....	1	Teaching 11.....	3
Practice 10.....	3	Child Development 10.....	2		5
		Athletic Activities 10.....	3		
<b>Total</b> .....	<b>16½</b>	<b>Total</b> .....	<b>17½</b>	<b>Total</b> .....	<b>18</b>
<b>Second Term</b>		<b>Second Term</b>		<b>Second Term</b>	
Psychology 10.....	3	Psychology 11.....	3	Education 11.....	3
Biology 16.....	1	Science 11 (Physical Education).....	3	Art 10.....	3
Geography 10.....	3	Personal Hygiene.....	3	Nature and Function of Play.....	2
Music 10.....	3	Aesthetic Dancing 10.....	2	Emergencies.....	2
Anatomy 11.....	5	Practices 12.....	3	Folk Dancing 11.....	1
Theory 10.....	3	Teaching 10.....	5	Practice 12.....	2
Practice 11.....	3			Teaching 13 (Physical Education).....	1½
<b>Total</b> .....	<b>17½</b>	<b>Total</b> .....	<b>16½</b>	<b>Total</b> .....	<b>16½</b>

Third Term	Third Term	Third Term
History 10.....	Psychology 12.....	Education 12.....
Reading 10.....	Geography 11.....	Domestic Science or Manual Training.....
Anatomy 12.....	Handwork 10.....	Clinical Pathology.....
Kinesiology.....	Histology and Bacteriology.....	Administration of Physical Education.....
Theory 11.....	Child Development 11.....	Aesthetic Dancing 11.....
Folk Dancing 10.....	Athletic Activities 11.....	Teaching 12 (Physical Education).....
Practice 12.....	Teaching 10 (Physical Education).....	
Total.....	Total.....	Total.....
104	17½	104

B. A Three-Year Course for the Elementary Physical Education Diploma

Required:

Departmental (as above).....	75 hours
Professional.....	22 hours
Prescribed basals.....	21 hours
Electives.....	21 hours
Total.....	153 hours

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

Required (in addition to A and B):

Departmental, including Practice Teaching.....	39 hours
Electives.....	12 hours
Total.....	51 hours

## SCHOOL OF PHYSICAL EDUCATION

✓Mrs. WALLACE  
Dr. -----  
Dr. ETTA GRAY

Miss GRUNEWALD  
Miss WOOSTER

✓Miss KILLS  
Miss ATSATT  
✓Dr. KATHERINE CLOSE

**Anatomy 10 (Biology 13)**

Study of bones and joints.

*Three hours.**First Term*

11.45 M.W.F. R. ---- Miss Atsatt

**Anatomy 11 (Biology 14)**

Study of muscles; dissection.

*Three hours.**Second Term*

9.25 M. Miss Atsatt  
8.15, 9.25 T.Th. Lab. Miss Atsatt

**Anatomy 12 (Biology 15)**

Description and dissection of the organs of digestion, circulation, respiration, excretion, reproduction, coordination: 1 recitation; 2 laboratory.

*Two hours.**Third Term*

9.25 M. Miss Atsatt  
8.15, 9.25 Th. Miss Atsatt

**Physiology 10 (Biology 10)**

(Prescribed for students of Physical Education.)

Physiology of circulation, digestive, respiration, excretion.

Prerequisites, Physics, Chemistry and Anatomy. Offered 1919-20.

*Three hours.***Physiology 11**

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

*Three hours.***Kinesiology**

The science of bodily movements. The mechanics of muscular activity in relation to the problems of bodily development and efficiency.

Prerequisite, Anatomy 10, 11.

*Three hours.**Second Term*

9.25 M.W.F. Mrs. Wallace

## HISTOLOGY AND BACTERIOLOGY

**Histology**

The course embraces the technique of the preparation of tissue for histological study.

The histological structure of the cell.

Classification of tissue.

Study of blood.

A general study of the types of tissue which form the animal organism.

*Three hours.*

**Bacteriology** ✓

The course embraces a brief outline of the physiological functions as applied to the lower forms of life.

Methods of growth and cultural characteristics of the more common organisms pathogenic to man.

Classification of bacteria.

The effect on the human organism of the invasion of microorganisms.

Immunity and how produced.

*Three hours.*

*Third Term*

10.35 M.W.F. Dr. Close

**Symptomatology**

Etiology, symptomatology and diagnosis of common diseases.

*Third Term*

9.25 M.W.F. Dr. Gray

**Personal Hygiene**

Establishing habits of efficient living.

*Second Term*

10.35 M.W.F. Dr. -----

**Emergencies**

First aid to the injured with special reference to the treatment of accidents that may occur on playground.

*Second Term*

10.35 T.Th. Dr. -----

**Child Development 10**

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

*Two hours.*

*First Term*

10.35 M.W.F. Miss Grunewald

**Child Development 11**

Study of lateral and anteroposterior deviations of the spine, weak and flat feet, etc.; application of exercise and massage to these conditions: 1 recitation; 2 laboratory. *Two hours.*

*Second Term*

11.45 M.W.F. Miss Grunewald

**The Physical Examination**

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

*First Term*

Miss Grunewald

**Theory of Physical Education 10**

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

*Third Term*

8.15 M.W.F. Mrs. Wallace

**Theory of Physical Education 11**

General principles in leadership and teaching; methods and technique of teaching. *Three hours.*

*First Term*

9.25 M.W.F. Mrs. Wallace

*Third Term*

8.15 M.W.F. Mrs. Wallace

**Theory of Physical Education 12**

Character, selection, classification, arrangement and progression; principles of adaptation. *Three hours.*

*Second Term*

8.15 M.W.F. Mrs. Wallace

**Nature and Function of Play**

Offered 1919-20.

*Two hours.*

**Practice in Leadership and Teaching (2 lab.)**

*One hour.*

*Second Term*

8.15 T.Th. Mrs. Wallace

**Practice Teaching I P. E.**

*Three hours.*

**Practice Teaching II P. E.**

*Five hours.*

**Practice Teaching III P. E.**

*Five hours.*

**Theory of Physical Education 12**

Character, selection, classification, arrangement and progression; principles of adaptation. *Three hours.*

*Second Term*

8.15 M.W.F. Mrs. Wallace

**Nature and Function of Play**

Offered 1919-20.

*Two hours.*

**Administration of Physical Education**

Organization and management of activities on playground and in gymnasium.

Offered 1919-20.

*Two hours.*

**Practice in Leadership and Teaching (2 lab.)**

*One hour.*

*Second Term*

8.15 T.Th. Mrs. Wallace

**Practice Teaching I P. E.**

*Three hours.*

**Practice Teaching II P. E.**

*Five hours.*

**Practice Teaching III P. E.**

*Five hours.*

*NOTE.*—Regulation suit and shoes required for all practice courses.

**Practice 10 (3 lab.)**

*One and one-half hours.*

Marching; elementary gymnastics; dramatic activities.

*First Term*

10.35 M.W.F. Miss Wooster

**Practice 11 (3 lab.)**

*One and one-half hours.*

Marching; gymnastics; self-testing and hunting activities.

*Second Term*

10.35 M.W.F. Miss Wooster

**Practice 12 (3 lab.)**

*One and one-half hours.*

Continuation of Practice II, including military marching.

*Third Term*

10.35 M.W.F. Miss Grunewald

**Practice 13 (3 lab.)**

*One and one-half hours.*

Continuation of Practice 12.

*Second Term*

9.25 M.W.F. Miss Wooster

**Practice 14 (3 lab.)***One and one-half hours.*

Continuation of Practice 13, including gymnastics with light apparatus and gymnastic dancing.

Offered 1919-20.

**Athletic Activities 10 (3 lab.)***One and one-half hours.*

Volley ball; bat ball; newcomb; 9 court basketball; long ball; track and field events.

*First Term*

8.15 M.W.F. Mrs. Wallace

**Athletic Activities II (3 lab.)***One and one-half hours*

Captain ball: handball; soccer; indoor baseball, etc.; track and field events.

*Third Term*

8.15 M.W.F. Miss Grunewald

**Athletic Activities 12 (6 lab.)***Three hours.*

Basketball; cricket; hockey; tennis; track and field events; practice in coaching and umpiring.

*First Term*

8.15 M.W.F. Miss Grunewald

**Folk Dancing 1 (2 lab.)***One hour.*

Simple peasant dances of the various countries.

*Third Term*

10.35 T.Th. Miss Wooster

**Folk Dancing 2 (2 lab.)***One hour.*

Characteristic and national dances of the various countries; relation of folk dancing to pageantry.

Offered 1919-20.

**Æsthetic Dancing 1 (2 lab.)***One hour.*

Analysis and progression; methods of teaching foundation steps; adaptation of steps to music; simple group and couple dances.

*Second Term*

9.25 T.Th. Mrs. Wallace

**Æsthetic Dancing 2 (3 lab.)***One and one-half hours.*

In this course the student is required to originate and teach dances. Offered 1919-20.

**COURSES REQUIRED OF STUDENTS OF THE GENERAL  
PROFESSIONAL SCHOOL**

**Physical Education 1**

Required of all students who do not pass the entrance physical examination but are admitted as "approval pending."

Remedial or developmental work. Time and work prescribed.

*First Term*

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

*Second Term*

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

*Third Term*

10.35	T.Th.	R. 104 G.	Miss Grunewald
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**Physical Education 10**

A course in marching, posture drills, dramatic, rhythmic and hunting activities; observation of methods of teaching; some opportunity for squad leadership.

Discussion on efficient living; practical application of personal hygiene; postural training. *Two hours.*

*First Term*

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

*Second Term*

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

*Third Term*

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

**Physical Education 11**

Continuation of Physical Education 10, substituting developmental drills for posture drills.

Aims and value of Physical Education; methods and technique; practice teaching.

*First Term*

9.25	T.Th.	R. 103 G.	Miss Wooster
11.45	T.Th.	R. 103 G.	Mrs. Wallace
12.55	T.Th.	R. 103 G.	Miss Grunewald
2.05	T.Th.	R. 103 G.	Miss Wooster

*OLD  
PE II*

*Second Term*

10.35	T.Th.	R. 103 G.	Miss Kells
12.55	T.Th.	R. 103 G.	Miss Wooster
4.15	T.Th.	R. 103 G.	Miss Wooster

*Third Term*

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

**Physical Education 12**

Drills for between class relief periods; athletic activities, track and field events.

Nature and function of play; advice in leadership and management of playground activities; practice teaching.

*First Term*

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

*Second Term*

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

*Third Term*

8.15	T.Th.	R. 103 G.	Mrs. Wallace
10.35	T.Th.	Playground	Miss Kells
11.45	T.Th.	Playground	Miss Wooster
3.15	T.Th.	R. 103 G.	Miss Wooster
4.15	T.Th.	R. 103 G.	Miss Wooster

## LIST OF GRADUATES SINCE PUBLICATION OF LAST PRECEDING BULLETIN

Class of June 21, 1917

## GENERAL PROFESSIONAL SCHOOL

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

\* For explanation of the numerals following certain names in this list see footnotes, page 112.

## GENERAL PROFESSIONAL SCHOOL—Continued.

Alice Lucille Gregg	Arthur Kulzer	Marguerite Morrison Murray
Grace Grenage	Frances Vennard Lake	M. Edrys Nagle
Nina Elberta Gridley	Bernice B. Lane	Alberta Ruth Neher
Heber A. Grindley	Edith Vivian Lane	Alida E. Neifert
Grace Evalina Grip	Hazel B. Langendorfer	Edwina Nelson
Ruth G. Grouard	Hazel Eva La Pierre	James L. Nelson
Gladys Lucille Guthrie	Bertha Maria Larson	Carmen Caroline Neukom
Addie Camelia Haas	Myrtle La Touche	Creta French Nichols
Pearl M. Hansbrough	Helen R. Leachman	Viola B. Nichols
Philippi H. Harding	Charlotte Idalia Lee	Lillian Grigsby-Nicholson,
Jessie A. Harper	Stella Lovetta Lee	A.B.
Verla True Hart	Edith Virginia LeGrand	Frances Nofsiger
Helen Frances Hathaway	Maude Irene Leininger	Marie Helen O'Connor
Katherine Abigail Hegeman	Frances Ruth Lieber	Eugenia Oliver
Lela May Heil	Nellie Margaret Lierly	Ruth Oneal
Hazel Catherine Hempel	Verona Cecilia Lightfoot	Anna Catherine Ormsby,
Myrtle H. Hess	Edith Barbara Lillingston	B.O.
Florence Elizabeth Hicks	Erma B. Lindesmith	Helen Marilla Otis
Lillian Jane Higgins	Helen M. Linn	Louise Marcia Palmer
Helen Mary Hilt	Mary Ellen Lisle	Mamie Alison Parkhurst
Violet E. Hinton	Effie E. Littell	Grace A. Parsons
Florence Holsheid	Anna Hazel Logan <sup>s</sup>	Zelle Partridge
Emma E. Horn	Helen R. Logan	Mary Helene Paulson
Florence Mary Houston	Belen E. Lopes	Edith R. Peet
Callabeth Houx	Marcia Lowe	Elsie M. Peet
Mary C. Howeth	Margaret I. Lowery	Mildred Beatrice Peifer
Ella C. Hoyle	Minnie Emaline Lund	Carla Petersen
Oahlee Genevieve Hubbard	Florence Edna McAllister	Mabel K. Petersen
Ethel Annette Hubbert	Frances McAllister	Ellen Mary Philp
Alice Hazel Hull	Rebecca M. McClean	Lola Agnes Pickenbach
Margaret Maree Appling Hull	Mary L. McComb	Myrtle Gladys Pine
Grace Humphries	Adah D. McCorkle	Nora Ellen Porter
Gertrude Hazel Hungate	Annie Grace McCunn	Persis Bach Porter
Lucile Wagner Hunter	Dorothy McKee	Anne Bertina Pratt
Ruth G. H. M. Iske	Paulyne Guthrie McKinney	Mary Agnes Prowse
Elizabeth Mary Jacques	Marion E. McLaughlin	Lillian Puckett
Roy Walter James	Agnes Nicholson McLaughlin	Margaret Helen Purcell
Isabel Jayne	Ethel Clara McMullen	Mary Margaret Ragsdale
Jeannette Irene Jenkins	Nell Hilawackna Maloy	Harriette Randolph
Olivia Jewell	Lucille Ellouise Mann	Ruth Rawlings
Ethel Adele Johnson	Cynthia Mariar	Anna Frances Rebhausen
Louise Caroline Johnson	Irene Ada Martin <sup>s</sup>	Edythe L. Record
Louise H. Johnson	Jessie L. Marvin	Katharine Marie Reed
Margaret Johnston	Lillian W. Maxwell	Marie Rendall
Adda Baker Jones	Hazel Helen Mead <sup>s</sup>	Maude Estelle Rich
Addys Mary Jones	Bessie Meade	Marian Richardson Richards
Frieda Ottilia Kaiser	Sarah J. Merritt <sup>s</sup>	Mary McCall Richardson
Alice Ferne Kasold	Lyndell Michener	Alice Bennett Riedell
Dorothy Hill Keefers <sup>s</sup>	Gertrude Miller	Ella Louisa Riese
Joseph L. Kendall	Pauline Miller	Minnie Rose Rifkind
May Kerfoot	Ruth Jeanette Misch	Gertrude Hazel Ritter
Elmer R. King	Oradell Moehlnenrich	Helen Agnes Roberts
Helen Grace King	Jessie Elizabeth Montgomery	Bevler Robinson
Isabel Mae King	Bessie H. Morey	Pauline Slayden Robinson
Annie Istalena Kirkpatrick	Aileen Morrison	Goldie M. Rogers
Emma Catherine Kirkwood	Elizabeth Morrison	Luceal A. Root
Elsie Esther Knapp	Elma Menette Mottas	Dorothy Rosenquist
Mary E. Kocher	Grace Eleanor Mungen	Ether H. Rubinfire
Alma Laura Kraus	Hettie I. Murdy	Merle Rugg

## GENERAL PROFESSIONAL SCHOOL—Continued.

Treva Margaret Russell	Evelyn Tanner	Helen Clare Watson
Mary Eleanor Rutherford	Edith Mary Taylor	Etna Bell Wattles
Mollie Rykoff	Moselle Elson Taylor	Gertrude A. Weed
Phoebe Elizabeth Sanford	Florence Rebecca Teague	Edith Mary Weibourn
Catherine Annabel Sargent	Emily Norma Temby	Florence E. Welcher
Edith May Sarch	Lois Thompson	Edwina C. Well
Gertrude Dorothy Schnefel	Ruth Frances Thompson	Bernice Wellman
Anna Louise Schwaberow	Eva Throckmorton	Frieda Marie Werner
Ethel E. Schweissinger <sup>1</sup>	Mazie E. Tilden	Azalia Horten Wescott
Fredelle Alberta Sexton	Maude Virginia Towne	Hazel West
Ruth Mae Shaver	Alice Celestine Toy	Florence Marian Wheeler
Adelaide Simpson	Mildred M. Travis	Beatrice Louise White
Winnie Sinclair	Marie Helen Trocksell	Hazel Maude White
Eula Smith	Dora Christina Truelsen	Emma Wickersheim
Gladys C. Smith	Ethelwyn Tucker	Hortense E. Wiebers <sup>1</sup>
Ida Pearl Smith	Marion Lucella Tucker	Mary Josephine Wiener
Julia Smith <sup>1</sup>	Nellie Frances Tucker	Vera L. Wiggs
Sarah Annita Smith <sup>1</sup>	Isabel Leslie Turnbull	Dora E. Wilcox
Emily Theresa Souter	Ella Bernice Turner	Dorothy Hollingsworth
Alice Eddins Spencer	Helen Emma Ulrich	Williams
Myrtle Spencer	Rose Lucie Verges	Elinor Randall Williams
Grace Margaret Stanton	Madaline E. Wadsworth	Glee Carter Williams
Katherine Stein, A.B.	Elizabeth Allene Wagy	Mary Clinite Willoughby
Mildred Stone	Grace Gladys Walker	Mary Elizabeth Winfrey
Rena Stone	Jane Marie Walters	Iilo Alberta Winters
Edna Marie Stuart	Helen Fannie Ward	Wilford Harold Woody
Lela E. Sweet	Stella Ward	Rachel Wylie
Emma B. Swindell	Edith Watanen	Rebecca Zeiger

## SCHOOL OF COMMERCIAL TRAINING

## SECONDARY

Ava Gail Clarke	Clara M. Jones	Lydia Parkwood <sup>1</sup>
Mary Carolyn Gard, A.B.	James Seely Mullen, A.B., B.S.	Maude Estelle Rich <sup>2</sup>
Grace Grenage <sup>2</sup>		Esther Rubinfre <sup>2</sup>

## ELEMENTARY

Monna May Arbogast <sup>1</sup>	Vernon D. Everett <sup>2</sup>	Mary Elizabeth McGovern <sup>1</sup>
O. Jean Brittan <sup>2</sup>	Dorothy Gladys Harris <sup>1</sup>	Clara Amanda Rossiter <sup>1</sup>
Eugene L. Caukin	Elsie L. Hasson <sup>1</sup>	

## SCHOOL OF FINE ARTS

## SECONDARY

Annita Delano<sup>2</sup>

## ELEMENTARY

Florence Barlo	Beulah J. Marker <sup>1</sup>	Lillian Tremearne Stevens
Grace Margaret Brainard	Irene McLean	Maude Virginia Towne <sup>2</sup>
Francis Grant	Evelyn Mondon	Florence Marian Wheeler <sup>2</sup>
Sidney Keating Grant	Lula Reinhard	Marjorie Yates
Isabelle Clare Harvey	Henrietta Adelaide Stafford	
Jessie Gibson Layne	Norma Marie Steeb	

## SCHOOL OF HOME ECONOMICS

## SECONDARY

Ina Ruth Burnell, B.S.	Julia E. Miller	Viola Schmidt <sup>1</sup>
Mae Cleveland, Pd.B.	Mabel G. Nisbet	

## ELEMENTARY

Helen Bacon	Hazel B. Langendorfer <sup>2</sup>	Zelle Partridge <sup>2</sup>
Helen Carolynn Barkham <sup>2</sup>	Helen R. Logan <sup>2</sup>	Mildred Beatrice Peifer <sup>2</sup>
Helen Margaret Baylies <sup>2</sup>	Marcia Lowe <sup>2</sup>	Ellen Mary Philp <sup>2</sup>
Pauline C. Bilney <sup>2</sup>	Florence Edna McAllister <sup>2</sup>	Harriette Randolph
Mary Alice Devin <sup>2</sup>	Frances McAllister <sup>2</sup>	Mary McCall Richardson <sup>2</sup>
Gertrude M. Doran <sup>2</sup>	Adah D. McCorkle <sup>2</sup>	Fredelle Alberta Sexton <sup>2</sup>
Ida S. Fletcher <sup>2</sup>	Paulyne Guthrie McKinney <sup>2</sup>	Hazel West <sup>2</sup>
Carrie Louise Gilbert <sup>2</sup>	Cynthia Marlar <sup>2</sup>	
Jeanette Irene Jenkins <sup>2</sup>	Mamie Alison Parkhurst <sup>2</sup>	

## SCHOOL OF KINDERGARTEN TRAINING

Dorothy B. Anderson	Veva Emma Hadley	Marjorie Evelyn Perkins
Josephine Anderson <sup>2</sup>	Molly Healy	Lucille Rausch
Ruth Barton	Marian Louise Hollingshead	Mary Bradstreet Reed
Alice R. Bice	Lillian Edith Hurley	Helen Dudley Sargent
Marguerite Burch <sup>2</sup>	Lulu Marie Jenkins <sup>1</sup>	Helen Margaret Seay
Helen Louise Canning	Ione Kirk	Ethel Sharpe
Elleanor Carle	Florence Lewis	Geno Lucile Stokoe
May Walton Colyer	Dolores Martin	Carroll Tufts
Jeanette Dale	Elizabeth Katherine Miller	Ruth Eleanor Willden
Marguerite Dumm	Melita G. Moore	Helen Thorne Woodruff
Lois Emma Duncan <sup>1</sup>	Helen F. Myers	
Mary Lucille Gillespie	Dorothy Marie Newcomb	

## SCHOOL OF MANUAL ARTS

## SECONDARY

Charles W. Hart <sup>2</sup>	Wallace Robert	Earl M. Van Aken <sup>2</sup>
L. Lenore Judkins <sup>2</sup>	McJohnston	

## ELEMENTARY

Fern Arlene Anderson <sup>1</sup>	Ellis C. Howe	Ira J. Priddy - 9327
Marian F. Boothe <sup>1</sup>	Frieda Ottilia Kaiser <sup>2</sup>	Ruth Frances Thompson <sup>2</sup> 8495
Royal L. Hager	Emil Lamar <sup>2</sup>	Mary Alice Zerell <sup>1</sup>
Monima Jane Hotzeli <sup>1</sup>	Lina Elizabeth Myers <sup>1</sup>	

## SCHOOL OF MUSIC

## SECONDARY

Mary Ellen Boland <sup>2-1</sup>	Julia Gilmore Howell	Lula C. Parmley
Dorothy Rachel Goodrich <sup>2-3</sup>	Anna Hazel Logan <sup>2-3</sup>	

## ELEMENTARY

Lenore Allen <sup>2</sup>	Agnes Gertrude Chaddock <sup>2</sup>	Madaline E. Wadsworth <sup>2</sup>
Marion DeVoin Bemis <sup>2</sup>	Mary Helene Paulson <sup>2</sup>	Adelaide Bereman Walton

## SCHOOL OF PHYSICAL EDUCATION

## SECONDARY

Rosalie Keen<sup>10-1</sup>

Blanche E. MacClatchie

Roberta Scott Rogers<sup>1</sup>

## ELEMENTARY

Jessie E. Brown<sup>2</sup>Gertrude Hazel Hungate<sup>2</sup>

Madeline V. McMahon

Mildred Boyd Burns<sup>1</sup>

Violet Dora Lacy

Catharine F. Somers<sup>1</sup>Carolyn Ruth Close<sup>2</sup>Bertha Maria Larson<sup>2</sup>Bertha B. Wardell<sup>1</sup>Ruth G. Grouard<sup>2</sup>

Elizabeth McConnell

Edith Mary Welbourn<sup>2</sup>Class of December 14, 1917

## GENERAL PROFESSIONAL SCHOOL

Kittie Gertrude Aspland

Grace Sibyl Houdyshel

Elizabeth Lee Polk

Dorothy Balderman

June Wyatt Hull

Nathan Harry Rabinowitz

Helen M. Barber

Leila Margaret Jamison

Alice Mariam Resor

Berenice Swanhild Benson

Hildreth Lenore Kotsch

Lillian Anna Richter

Albert T. Blanford

Joan La Gue

Chrisinda J. Riggs

Mildred Deming Boynton

Laura M. Lee

Mary Ida Rinehart

Anna Marie Brooks

Elizabeth A. Loudon

Esther Mabel Rogers

Elmie A. Brown

Vivian McClelland

Gertrude Ryan

Bernice Marie Brubaker

Elizabeth McConnell<sup>10</sup>

Alice Louise Seely

Helen F. Clarke

Adelle McCord

John F. Senften

Cora Alberta Davis

Julia Langford McLean

Lucy Sherinyan

Marion Howard Dunbar

Elizabeth Agnes Mannatt

Hazel M. Smith

Johanna Rachael Eilers

Mildred Palmer Maus

Pansy Tanner

Mildred Irene England<sup>2</sup>

Lucy Lester Montgomery,

Harriet Anne Ulrich

Fannie Edward Everest

B.L.

Josephine Mary Varela

Laura Lucy Farrington

Eulyce Moultrie

Mildred M. Wickersheim

Cecelia Franklin

Maude Lillie Nixon

Margaret Florence

Louise Agnes Halloran

Leila Page

Winkelman

Martha Corella Hoegge

Aline Augusta Pendergrast

## SPECIAL SCHOOLS

## ART

## SECONDARY

Jessie Gibson Layne<sup>2</sup>

Grace Holdzkom

Louise A. Nelson

Esther Oleson

Esther Emily Wells

Edith Theodora White

Gaile Wisdom, Ph.B.

## HOME ECONOMICS

## ELEMENTARY

Helen M. Barber<sup>2</sup>Helen F. Clarke<sup>2</sup>Maria H. Lindberg<sup>1</sup>Vivian McClelland<sup>2</sup>

## MANUAL ARTS

## SECONDARY

Burbank Edwin Lewis

James Harold Pauly

## ELEMENTARY

Burton H. Rowley

## MUSIC

## ELEMENTARY

Laura Lucy Farrington<sup>2</sup>

## PHYSICAL EDUCATION

## ELEMENTARY

Adelle McCord<sup>2</sup>James L. Nelson<sup>1</sup>Mildred Palmer Maus<sup>2</sup>Nathan Harry Rabinowitz<sup>2</sup>

Margaret Florence

Winkelman<sup>2</sup>

## KINDERGARTEN

Ella Rebecca Barry

Helen Adelle Cross

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## Class of March 22, 1918

## GENERAL PROFESSIONAL SCHOOL

Mary Gwendolyn Abraham	Emma Creelie Halbert	Madge D. Moon
Adah Ruth Allen	Ruth E. Hall	Helen Morris Nance
Alice Marie Anderson	Tayo Hasegawa	Annetta Todd Nix
Helen Sherwood Anderson	Lula Inez Haven	Mildred Obarr
Clara Jane André	Anna Hoffman	Marion Cecile Oberley
Helen Vivian Bannon	Lucile Marie Hoyt	Irene Lucile Owen
Margaret Barlow	Marjorie Louise Hutchison	Gladys E. Paxton
Edla Helena Beall	Araxie Jamgochian	Alnora Peet
Margaret Evelyn Becker	Roy Clifford Jellison	G. Irving Raybold, B.S.
Augusta Lee Bloom	Marie Moulton Jones	Carrie Richardson
Miriam Frances Boyd	Ethel M. Junkin	Virginia Grace Koss
Mary Ruth Carothers, B.A.	Minnie Louise Kallin	Magdalen Oberley Scott
Ella Lenore Cruse	Myrtle Mae Kennedy	Willita I. Schreiber
Myrtle Culver	Kora Gabrielle Kroger	Leigh C. Shelton, B.A.
Helen Madeline Diehl	Mary Louise Kuelling	Gertrude Sleigh
Joy Dow	Laura J. Legge	Verona Spellmeyer
Beulah Elizabeth Dray	Blanche Lopresti	Dona Ernestine Stokoe
Cecilia Enid Ebe	Marie C. McGrann	Winifred Elizabeth Stoudt
Highland Anna Ewing	Althea Content McIntyre	Merle Helen Strawser
Ruth Felts	Helen Margaret McKain	Leslie H. Valencia
Florence W. Finch, B.A.	Geraldine McKnight	Dorothy Plumb Vana
Mabel E. French	Margaret Macdonald	Ruth M. Venberg
Amy Howcroft Gardner	Marguerite Frances Mathers	Mattie Estelle Vickers
Margery Julia Garstang	Elizabeth Melsheimer	Georgia Ryther Watts
Francis Grant <sup>1</sup>	Lorraine Miller	Stella E. Wittmer
Sidney Keating Grant <sup>2</sup>	Louise Monroe	

## SPECIAL SCHOOLS

COMMERCIAL TRAINING  
SECONDARYEva M. Allen<sup>1</sup>

## HOME ECONOMICS

## ELEMENTARY

Margaret Barlow<sup>2</sup>Joy Dow<sup>2</sup>Tayo Hasegawa<sup>2</sup>Geraldine McKnight<sup>2</sup>Marguerite Frances  
Mathers<sup>3</sup>Louise Monroe<sup>2</sup>Alnora Peet<sup>2</sup>

Waverly Rodecker

## KINDERGARTEN TRAINING

Bertha K. Boehmer

Mary Frances Collins

Margaret Sweet Hookway,  
B.A.

Lois L. Nichols

Leila May Smith

Willa M. Studebaker

Mildred Munro Woodworth

## MANUAL ARTS

## SECONDARY

Emil Lamar<sup>4</sup>

## ELEMENTARY

Mary Gwendolyn

Abraham<sup>2</sup>Helen Sherwood Anderson<sup>2</sup>Willita I. Schreiber<sup>2</sup>Dona Ernestine Stokoe<sup>2</sup>

## PHYSICAL TRAINING

## SECONDARY

Mildred Boyd Burns<sup>10-1</sup>Bertha B. Wardell<sup>10-1</sup><sup>1</sup>Graduate, General Professional School.<sup>2</sup>Graduating also, General Professional School.<sup>3</sup>Graduate Fine Arts, Elementary.<sup>4</sup>Graduate Home Economics, Elementary.<sup>5</sup>Graduate Kindergarten Training.<sup>6</sup>Graduate of Manual Arts, Elementary.<sup>7</sup>Graduate Manual Arts, Secondary.<sup>8</sup>Graduate Music, Elementary.<sup>9</sup>Graduate Music, Secondary.<sup>10</sup>Graduate Physical Education, Elementary.

77

89

## 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. Year ending June 30, 1917.....	765
35. Classes of December, 1917, and March, 1918.....	175
Total.....	7100
Graduated from two courses, counted twice.....	289
Total, excluding those counted twice.....	6811