WESTERN STATE NORMAL SCHOOL
KALAMAZOO, MICH.

BULLETIN

SUMMER
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FACULTY OF THE SUMMER SCHOOL
1923

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STANDING COMMITTEES, 1923

The President is ex-officio a member of each committee.
Appointment Committee—Ellsworth, E. Burnham, S. Burnham, Davis, Hoekje, F. Moore.
Assembly Exercises—Shilling, Hoekje, Everett.
Athletics—S. Burnham, F. Moore.
Course Advisors—
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B. Departmental—
   A. B. Degree—Sprau, Burklund.
   Art—Stevenson, Siedschlag.
   Commerce—Pennell, Wick.
   Early Elementary—Coppens, Tamin.
   Extension—Hoekje.
   Household Arts—A. Blair, M. Moore.
   Junior High School—F. Moore, Place, Wilds.
   Later Elementary—Eldridge, Johnson.
Library—French.
Limited—E. Burnham, Evans.
Music—Maybee, Henderson.
Physical Education for Men—Taylor.
Physical Education for Women—Hussey, Worner.
Rural Education—E. Burnham, Evans.
Senior High School—Ackley, Cooley, Zimmerman.
Special Summer—E. Burnham, Skinner.
Unclassified—Bartoo.

Entrance Requirements—Hoekje.
Extra Studies—Brown, Davis, Ellis.
Health—Place, Ellsworth, Davis, Worner.
Schedules—Hoekje.
Social Life—Davis, Cooley, Greenwall, Livermore, Stewart,
Z. Shaw, Hussey, Mrs. Hilliard.
Student Organizations—
 Faculty Advisory Board—Moore, Davis.
Y. M. C. A.—Greenwall, F. Moore.
Y. W. C. A.—Seekel, Nobbs.
SUMMER TERM

OF THE

Western State Normal School

The nineteenth annual Summer Term of the Western State Normal School will open June 26, 1923, and continue six weeks, closing August 3. Students will be enrolled and classified on Monday, June 26, and classes in all departments will begin recitations on Tuesday, June 26. Nearly all of the regular instructors of the Normal School will remain in residence during the Summer Term, and will be assisted by a number of outside teachers selected for their efficiency in special lines of work.

LOCATION

The Western State Normal School is located at Kalamazoo, the county seat of Kalamazoo County, in the heart of southwestern Michigan. Kalamazoo, with a population of 48,000, is a city rich in industries, beautiful and healthful as a place of residence. The Normal School is in the residence section on a hill affording a most magnificent panoramic view of the city and surrounding country.

Kalamazoo is an important railroad center easily accessible from all parts of Michigan and adjoining states. It is the half-way point between Detroit and Chicago on the main line of the Michigan Central Railway. The Grand Rapids and Indiana, the Lake Shore and Michigan Southern, and the Chicago, Kalamazoo and Saginaw railroads, all running north and south, pass through Kalamazoo. In addition to these main lines, the South Haven branch of the Michigan Central, the Kalamazoo, Lake Shore and Chicago, and the Grand Trunk railroads, together with the Michigan Railway Company trolley lines east and north, afford convenient travel to and from all points in southwestern Michigan.
PURPOSE OF THE SCHOOL

The purpose of the Normal School as constituted by law is to prepare teachers for the public schools, and to this end especially the work of the school is organized and conducted. Recognizing that scholarship, familiarity with children, and a proper attitude toward the work of teaching are fundamental in all professional preparation of teachers, the courses of study in the Western State Normal School have been planned to give as thorough knowledge of the subject-matter as possible in the time devoted to the work, to emphasize the principles underlying the teaching process, and to keep before the student the fact that the highest aims of education are character and service. Every possible means is provided for accomplishing these purposes and for bringing the student into direct acquaintance with the best in modern thought and life. The spirit of hearty co-operation between faculty and students in enterprises and interests of the school is fostered at all times.

Responsibility for the proper attitude of students toward the school and community is, for the most part, necessarily thrown upon the students themselves. While it is the purpose of the school to incite the student continually to higher and better ideals of character and public service, it is impracticable for the Normal School to attempt the task of reforming young men and women. No personal effort will be spared to assist students in every possible way, but those who are manifestly lacking in the essentials of good character or in ability to become efficient instructors of children will be requested, whenever the evidence of their unfitness is complete, to withdraw from the school.

During the Summer Term special attention will be given to those who are already teaching and to those who plan to teach during the coming year. Courses of study, plans of work, and methods of instruction, will be arranged to meet the needs of teachers engaged in the profession.
BUILDINGS

1. Administration Building. This structure contains in addition to the administration offices, fourteen class rooms, the assembly room, and the library and reading rooms. The Normal Co-operative store is located on the first floor. The site occupied by the Administration building is well known for the panoramic view of Kalamazoo and the surrounding country.

2. Training School Building. This building, 118 feet long and 100 feet wide, consisting of two stories and a basement, is one of the best planned training school buildings in the country. In completeness and convenience the building is a model. The first, second, third, fourth, fifth, and sixth grades will be in regular session each forenoon during the entire term, affording students opportunity for observation and practice teaching.

3. Gymnasium. The Gymnasium is the largest among the normal schools of the country. The main floor is 119 feet long and 68 feet wide, entirely clear of posts or obstructions of every kind. The running track, 9½ feet wide, is suspended from the structural steel supporting the roof of the building. In the basement are lockers, shower baths for men and women, and a swimming pool 52 feet long. All classes in public school gymnastics will meet in the Gymnasium.

4. Science Building. The Science building is located directly west of the Gymnasium and covers a ground area 148 feet long and 78 feet wide. The building is three full stories above the basement. The first floor affords class rooms and laboratories for the departments of Psychology and Geography. The Department of Biology is housed on the second floor, and on the third floor are class rooms and laboratories for the departments of Physics and Chemistry. The building and its splendid equipment greatly increase the efficiency of the several departments of science.

5. Manual Arts. The new Manual Arts building is beautifully located adjoining the athletic field and facing the point of land formed by the intersection of Michigan Ave-
nue and Oakland Drive. It is a fireproof structure of modern factory type with very high ceilings and plenty of light. The rooms are all especially designed to serve the various classes in the most effective manner.

6. The Play House. The old Manual Arts building has been revamped into a play house with adjacent recitation rooms. An ample stage with excellent properties is included. A good sized auditorium makes the presentation of plays very easy and effective.

THE LIBRARY

The Library at present numbers 22,000 volumes. All books have been selected with great care to avoid excessive duplication, and, since all purchases have been made within the last sixteen years, the library is entirely free of antiquated and useless material. The books have been chosen to represent adequately all departments of the school and to provide generous opportunity and encouragement for cultural reading.

Two hundred and thirty-seven periodicals are taken and forty-three complete sets are shelved in the reading rooms. Students are given free access to reading rooms and stack room.

The Kalamazoo Public Library, with a collection of 55,000 volumes, is open to all students of the Normal School.

CREDIT

Credits applying on the A. B. degree and certificate courses may be earned in any of the subjects regularly required. Eight Term Hours (twenty-four weeks—one-half of a full term's credit) is usually the maximum credit for any student during the Summer Term. Classes reciting one hour daily ordinarily earn two Term Hours (six weeks of credit), while those reciting two hours each day earn four Term Hours (twelve weeks' credit).

Courses which meet one hour a week for one term will be given One Term Hour credit (3 weeks).

Courses which meet two hours a week for one term will be given Two Term Hours credit (6 weeks).
Courses which meet three hours a week for one term will be given **Three Term Hours** credit (9 weeks).

Courses which meet four hours a week for one term will be given **Four Term Hours** credit (12 weeks).

Ninety-six Term Hours of credit (288 weeks) are required for a Two-year Life Certificate and 192 Term Hours of Credit (576 weeks) are required for the A. B. degree.

Students who carry successfully four regular subjects which meet four times a week for a term will receive 16 Term Hours credit.

One semester hour equals 1.6 Term Hours

**COUNTY NORMAL GRADUATES**

Graduates from county normal schools are given eight units of credit toward a limited certificate and ten toward a life certificate, provided that said graduates shall have completed a four-year high school course preliminary to taking the county normal work. The remaining six units necessary for a limited certificate must be done in residence. Of the remaining fourteen necessary for a life certificate twelve must be done in residence. On the approval of the faculty the last two units required for either the limited or life certificate may be done by extension or by correspondence.

**DEMAND FOR TEACHERS**

There is an increasing demand for trained teachers throughout the state and in the country at large. The tendency of salaries is upward, and teaching is nearer a profession than ever before. Graduates of the Western Normal are in demand, and much care is exercised in placing students of the school where the likelihood of success and the opportunity to serve are greatest.

**EXPENSES**

The tuition fee is $3.00 for all students who reside in Michigan. For those living outside of Michigan the fee is $6.00. There is a fee of $2.50 for the support of athletics and other student activities.
BOARDING AND ROOMING

There are convenient rooms in the vicinity of the school sufficient to house 1800 or more students. The cost of room and board varies. The average cost of double rooms is from $2.00 to $3.00 per week per person; the average cost of board from $4.50 to $5.50 per week. The Normal lunch room will be open during the Summer Term. Excellent food is provided at very low prices.

Men and women students should not room in the same house. Women students should expect the privilege of entertaining their callers in a down-stairs room assigned for that purpose.

A list of good rooming and boarding houses can be obtained from the Secretary in the General Office or from the Dean of Women. It is advisable for students to see the rooms before they definitely engage them.

HEALTH

Kalamazoo, according to the records in the office of the State Department of Health, is one of the healthiest cities in the country. Its splendid water supply and efficient Department of Health mark it as unusual in its sanitary conditions. The great majority of the non-resident student body is housed in the most desirable sections of the city. Realizing that with the enrollment of the student, the School becomes responsible for his health as well as for his educational development, and that the efficiency of the student depends upon his condition of health, a committee on student health has been created to serve as an advisory committee to the student body. Students are urged to bring all cases of physical indisposition to the attention of some member of this committee. Any case of contagious disease should be immediately reported to some member of the Health Committee or to the Dean of Women.

STUDENT CLUB ROOMS

Rooms have been equipped as club rooms with home comforts. In these rooms students find opportunity for
quiet study or rest between classes. The women's room has been refurnished, and the men's room is new in its whole equipment. These two splendid rooms are both the result of work by the students themselves.

THE NORMAL CO-OPERATIVE STORE

The Normal Co-operative Store, which has been in operation during the past six years, will be open during the Summer Term, affording opportunity for students to purchase books and other necessary supplies at reasonable prices.

THE WESTERN NORMAL HERALD

The "Herald," the official weekly publication of the school, made its first appearance in the Summer Term in 1916. It is issued as a four-page paper, newspaper size, each Wednesday morning. The "Herald" endeavors to chronicle faithfully all the important activities of the school. From time to time throughout the year special numbers are issued. These are devoted to art, music, industrial training, athletics, co-educational activities of a special nature, and other particular school interests. Every student and faculty member is a paid subscriber. The alumni also are giving the paper hearty support. The subscription price is one dollar for the forty-two issues of the year, Summer Term numbers included. Subscriptions may begin at any time.

SUMMER SCHOOL FOR ATHLETIC COACHES

This school is a natural outgrowth of the regular department of physical education for men and is particularly designed to render service to coaches and prospective coaches of Michigan who are unable to take the full work of the department. Even teachers, principles, and superintendents, who, though not actively engaged in coaching yet have some supervision of the athletic teams in their schools, may find it profitable to take the work of these short summer courses.
THE POOL—Very Inviting on a Hot Day
All those who enroll in this school will be expected to furnish for themselves such equipment as is necessary for the practical work of the courses. Tuition and fees will be the same as for other summer departments.

**SOCIAL LIFE**

Social life is encouraged in the Normal and every effort is put forth to further acquaintance among students and faculty.

Students from the same counties arrange for gatherings of social nature. Picnics at nearby lakes are planned and enjoyed. There is every opportunity for this as Kalamazoo is fortunate in having many nearby lakes, which afford boating, bathing and picnicking. Places suggested are as follows:

- White's Lake, Oakland Drive Car.
- Pretty Lake Vacation Camp.
- Cooper Glen, four miles north of city.
- Gull Lake, one of Michigan's most beautiful inland lakes.

Kalamazoo provides an unusual opportunity for grade teachers and special teachers of household arts, manual arts, and commercial geography to study industrial processes. Conducted excursions will be made to plants manufacturing paper, parchment, envelopes, automobiles, stoves, furnaces, tools, gasoline engines, saw mill machinery, tanks and silos, windmills, musical instruments, clothing, carpets, mattresses, bread, sanitary ware.

In order to make these excursions as profitable as possible, several of them will be preceded by the exhibition of a film of the industry and an informal talk on the points of major interests to teachers.

Student parties are arranged by the Social Committee for the enjoyment of the members of Summer School. General student parties are arranged for the following dates:

- Friday, June 29, and Friday, July 13.

The Rural Education Seminar gives a picnic usually in the fourth week of the summer term for all special summer course students and others who are to work in
Rural Education. An afternoon program in the wooded glen on the campus, a bountiful supper, and mass games on the athletic field are features. This picnic is being planned for July 17.

Y. M. C. A. AND Y. W. C. A.

The Young Men's and Young Women's Christian Associations have manifested a very healthy growth during the many years of their existence. They have become real factors in the spiritual and moral development of the young men and women, and in the promotion of social service among them.

These organizations are directing their efforts this summer toward the staging of a general student mixer on July 6 and the first annual "Joy Nite" on July 20. At the former games and refreshments will be enjoyed, while the latter will be of a competitive nature. It will consist of a series of "stunts" put on by the different counties represented in the summer enrollment. It is the intention of the associations to offer a silver cup to the most successful county.

Those students who come back for the regular school year will find the Christian Associations organized for their service.

CHAUTAUQUA

For the tenth successive year the Redpath Chautauqua will be held on the Normal grounds during one week of the Summer Term. Programs will be given morning, afternoon, and evening. Prominent lecturers and musical organizations will appear, and the students will be offered attractions of the same high grade as in previous years.

LECTURES

June 27, Dr. George D. Strayer of the Department of School Administration of Teachers' College, Columbia University, will lecture before the Summer School. Dr. Strayer has possibly done more than any other educational leader in the United States to interpret the problems of
CHAUTAUQUA TENT ON NORMAL CAMPUS
school administration in scientific terms. He has also done notable work in authorship in elementary education. His present research activities give him a wide familiarity with public school problems throughout the United States. His lectures are very informing.

July 3, President Dwight B. Waldo of the Western State Normal School, who has been on leave of absence for a year and has been located as president of the State Normal School in Bellingham, Washington, on Puget Sound, will give a lecture on "The Pacific Northwest." All who have the privilege of knowing President Waldo and know the keenness of his travel observations and his vivid and compelling narrative style, will have great pleasure in anticipating this lecture. For the hundreds of new students there will be contact with a personality so vital that they will get a lifelong reminiscence.

July 10, Professor John A. Lomax of the University of Texas, will give his great lecture on "Cowboy Ballads." Prof. G. L. Kittredge of Harvard University, in speaking of this lecture said: "Few lectures delivered at our University have been so successful." Prof. William L. Phelps of Yale said: "Every moment of the hour was interesting; he succeeds in a high degree in combining definite instruction with continuous entertainment."

July 17, the Michigan Rural Education Society will hold its annual summer meeting at Western Normal. Members of this society will speak before a general assembly of the Summer School in the morning. In the afternoon this society will be represented on the program of the annual picnic of the Rural Education Seminar for beginning teachers and all others interested in rural education, which will be held in Wattles Glen and on the athletic field. During the summer term guests from the State Department of Public Instruction and the other educational institutions address the students.
COURSES OFFERED

The courses offered in the Summer Term are as follows:
1. A. B. Degree.
2. Regular Certificate.
3. Special Summer.
4. Extension.
5. Lecture.

A. B. DEGREE COURSE

In the spring of 1918 the State Board of Education established in the normal schools of the state a four-year course of study leading to the degree of Bachelor of Arts. The Western State Normal entered upon this work immediately, and the fifth class in the four-year course will graduate with the A. B. degree this year in June. Courses offered during the Summer Term may be counted as credit towards the Bachelor's degree. Graduates in the Life Certificate courses and other students looking forward to a college education are urged to embrace this opportunity to advance their education and to approach nearer to the coveted goal.

REGULAR CERTIFICATE COURSES

A large number of classes will be formed in the branches included in the regular certificate courses. Several of these classes in the Life Certificate and Limited Certificate groups will meet twice daily thus enabling a student to cover the work of two twelve weeks' courses during the Summer Term. Classes will be formed in a wide variety of subjects in all the departments of the school.

SPECIAL SUMMER COURSES

Classes will be formed in all of the common school branches. These classes will be of special benefit to students and teachers who are preparing for the county examinations to be held in August. Opportunity will be
offered for reviewing subjects included in the first, second, and third grade examinations. As there will be no summer schools or institutes this summer in the counties near Kalamazoo, all teachers are urged to take advantage of the unusual privileges offered here.

Credits earned in Special Summer Courses are recorded, and may be counted as credit toward a certificate or a degree.

The subjects in which Special Summer Courses will be offered are: Agriculture, Algebra, Arithmetic, Botany, Civil Government, Course of Study, General History, Geography, Geometry, Grammar, Orthography, Penmanship, Physics, Physiology, Reading, School Law, Theory and Art of Teaching, and United States History.

The School Commissioners of the counties which are affiliated with the summer school urgently recommend that teachers and students preparing for county examinations elect, when possible regular certificate courses.

COUNTY NORMAL DIRECTORS AND CRITICS

There is offered this summer a course in County Training Class Problems, and demonstration of rural school teaching will be given each forenoon in the Oakwood Rural School. This course is especially for teachers who are planning to teach in County Training Classes.

COUNTY COMMISSIONERS CONFERENCES

Commissioners of schools of the co-operating counties will be at the Normal School on Monday and Tuesday of the first week of the term. They will lunch together on Tuesday and will organize for any conferences which they may desire to hold during the term. The commissioners are especially invited for Tuesday, July 17. In past Summer Terms commissioners have appointed times for meeting their teachers for consultation and have cooperated with them in social gatherings. The commissioners' conferences have discussed questions of county administration and supervision, always with the aid of the State Superintendent or his Deputy, at one or more of their meetings.
NORMAL EXTENSION DEPARTMENT

Through the Extension Department the Western State Normal School offers opportunities to study in absentia for credit to capable students who are unable to be in residence during the regular year. Such non-resident credit when combined with resident credit earned during Summer terms is accepted on the various certificate courses and on the A. B. degree course.

All instruction is given by members of the regular faculty in classes which meet at frequent intervals, usually on Saturdays, in centers within range of the school, or by means of carefully organized courses offered by correspondence. As nearly as possible, all courses are equivalent to corresponding courses in residence.

EXTENSION LIFE CERTIFICATE
(To be discontinued)

Since 1905 it has been possible to grant an Extension Certificate to those who satisfied certain requirements of residence work and extension courses. By unanimous action of the State Board of Education since March 1, 1922, no more registrations for this type of certificate have been taken. However, students who enrolled for the work previous to June 20, 1922, will be allowed to complete their course for the Extension Life Certificate.

This does not mean that extension work will be discontinued. Western State Normal plans to carry on extension work both in classes and by correspondence as long as there is demand for the work. The objectives of extension work are as pertinent as ever—to meet the needs of those who find residence work impossible, and who would otherwise be deprived of opportunity for professional growth and advancement.

Special announcements bearing on the work of the Extension Department will be mailed to those interested, if
they address the Extension Director, Western State Normal School, Kalamazoo, Michigan.

INFORMATION FOR BEGINNING TEACHERS

Special Summer courses in the common school subjects are offered primarily for students who are preparing to teach for the first time and who intend to take the August teachers' examination. It is assumed that these students are high school graduates and prepared to do a high order of work. Students may enroll in as many of these courses as they can carry with profit, but they may not count such work for more than twenty-four weeks of credit toward a certificate, without the previous consent of the director of these courses. Should students who earn credit in Special Summer courses subsequently elect regular Certificate and Degree courses covering in part the same field, the credits earned in Special Summer courses will become void.

By a state law passed in 1915 no teacher's certificate can be granted to any person without experience unless he has had at least six weeks of professional training; but the completion of one-half year of work in a school maintaining four years of work above high school rank shall be accepted in lieu of this requirement. The State Superintendent of Public Instruction has specified that the required professional training shall consist of six weeks of each of the following: Observation and Practice Teaching; The Teaching of Reading; The Course of Study and Class Management; Physical Training; and six weeks of any one of the following: Agriculture, arithmetic, geography, history, grammar, language, physiology, writing, music, and drawing. This summer term as in previous years, the first two specified six weeks' requirements—Observation and Teaching Reading will be combined into one twelve weeks' course called Method and Reading. This is done to simplify observation schedules in the Training School.
1. A part of the questions for all grades of certificates in the teachers' examination for April and August, 1923, will be based on the State Teachers' Reading Circle Books for 1922-23, and a part on certain bulletins issued by the Department of Public Instruction.

2. The State Teachers' Reading Circle books for the year are Curry-Clippinger's *Children's Literature*, published by Rand-McNally Co.; Driggs' *Our Living Language*, published by the University Publishing Co.; Andress' *Health Education in Rural Schools*, published by Houghton-Mifflin Co.; Smith's *Teaching Geography by Problems*, published by Doubleday-Page & Co. Any or all of these books may be secured from the state distributor, W. T. Bishop, Lansing, Michigan. Write him also for prices. Examination questions in certain subjects will be based upon all of these books, but an applicant for a teachers' certificate will be given an opportunity to write upon questions taken from either *Children's Literature* or *Our Living Language*. No applicant will write upon questions taken from both books.


Questions in reading for the April and August examination will be based upon Bulletin No. 46.

Five questions in arithmetic for both examinations will be based upon Bulletin No. 45.

Five questions in civil government for both examinations will be based upon Bulletin No. 33.

For both examinations in physiology three questions will be based upon Bulletin No. 67 and three upon the Reading Circle book, *Health Education in Rural Schools*. 
For both examinations in grammar three questions will be based upon Bulletin No. 30 and three upon the Reading Circle books, Our Living Language and Children's Literature.

For both examinations in geography three questions will be based upon the Reading Circle book, Teaching Geography by Problems.

NOTE—These books and bulletins will be available at the Normal School. Students who already own any of them, should bring them.
DETAILS OF DEPARTMENTS

SPECIAL SUMMER COURSES
Ernest Burnham, Director

BIOLOGY

A. Teachers' Physiology. A brief course covering the essentials of physiology and hygiene. While the functions of the various systems of the body will be especially emphasized, yet enough anatomy will be given to furnish an understanding of the various organs. Hygienic considerations will be adequately treated. Bring all available textbooks. 2 hours' credit. Mr. Kelley.

B. Teachers' Agriculture. This course will cover the general field of agriculture, dwelling upon those phases of the subject which seem practical. Students should bring all available texts on elementary agriculture. 2 hours' credit. Mr. Kelley.

C. Teachers' Botany. The course is planned to cover the materials and methods of elementary botany. The work will be founded upon the available secondary texts. Bring all available texts. 2 hours' credit. Mr. Kelley.

EDUCATION

A. Management and Course of Study. It will be the aim of this course to make as careful a study of the State Course of Study for Rural Schools, School Management and Law as the time will permit. Students having books or references on these subjects will do well to bring them. 2 hours' credit.

Miss Carter. Mr. Livermore. Miss Paulson. Mr. Root. Miss Becker.

of teaching adapted to the needs of summer term students

B. Method and Reading. This is a course in principles
who expect to teach in rural schools. Observations will be made regularly in the training school on the campus and in the rural training school at Oakwood. Special emphasis in this course will be given to the teaching of reading. The State Department bulletins on Reading and Word Study, and Freeland's Modern Elementary School Practice will be used. 4 hours' credit.


ENGLISH

A. Reading and Orthography. The aim of the course is to give the student some acquaintance with the fundamental principles involved in the teaching of reading and spelling. The work of the course is based upon Bulletin No. 46, Reading in the Grades, and Bulletin No. 10, Word Study and Spelling, both prepared by the State Department of Public Instruction. 2 hours' credit. Mrs. Burklund.

B. English Grammar. The course provides a thorough drill in the fundamentals of English grammar, to insure mastery of the subject on the part of those preparing to teach. Reference will be made to State Department Bulletin No. 30, Language Lessons. 2 hours' credit. Mrs. Burklund.

GEOGRAPHY.

A. Geography. This course is worked out with the needs of the rural school definitely in mind. It consists of a study of (a) principles of geography, and (b) the geography of regions. 2 hours' credit. Miss Ingerson.

HISTORY

A. General History. A general survey of the subject, intended primarily for teachers preparing to take the examination for a second grade certificate. 4 hours' credit. Mr. Miller.
B. **United States History.** The work will be based on an outline of the work, and any available text books. It is intended mainly for those preparing for third grade certificates. 2 hours' credit.  

Mr. Miller.

C. **Civil Government.** The purpose of the course is to make prospective teachers thoroughly familiar with the principles and ideals of American government. Bring all available text books. Bulletin No. 33, *Training for Citizenship*, will also be used. 2 hours' credit. Miss Gary.

**MATHEMATICS**

A. **Plane Geometry.** Designed for those who are preparing for teachers' examination or for students who wish to review the subject as a preparatory course. Much attention is given to method of attack. One section. 2 hours' credit. 

Mr. Cain.

B. **Arithmetic.** A review for those desiring to prepare for teachers' examination. Sections will be organized for all grades of county certificates. Bulletin No. 45, *Arithmetic in the Grades*, will be reviewed. 2 hours' credit.  

Mr. Cain. Mr. Ackley. Mr. Allman.

C. **Algebra.** For students who wish to review the subject as a preparatory course. 4 hours' high school credit.  

Mr. Ackley.

**PHYSICAL EDUCATION**

A course in Plays and Games will be given to all students taking special summer courses. This course will consist of graded games to be used on the playground and during recess period. Attention will be given to material as designed in the Michigan Bulletin of Physical Training. Also one period taken from the physical education requirement will be given over to lectures in hygiene.

Gymnasium shoes or soft rubber soled shoes will be required of all students taking the Plays and Games course. Sections will be formed for both men and women.  

Miss Hussey. Miss Worner. Mr. Taylor.
PHYSICS

A. Teachers' Physics. The aim in this course is two-fold: (1) to give those who wish it a comprehensive grasp of the field of elementary physics such as is needed by those desiring to take county or state examinations in the subject; and (2) to help teachers in the grades or junior high school to organize materials for work in physical nature-study, and general science. 4 hours' credit.

Mr. Marburger.
REGULAR DEGREE AND CERTIFICATE COURSES

ART

102. Teachers' Art. This course covers the work in public school art in the early elementary and later elementary grades—in drawing, painting, free-hand cutting, and designing from nature in plant, animal, landscape, and figure work leading to the illustration of other school subjects. Practical problems of illustrated compositions will be included. 4 hours' credit.

Miss Siedschlag, Mrs. Struble.

104. Handwork I. Elementary problems which include materials such as clay, paper, cardboard, roving and pine needles. This course is open to students without previous art work and all students preparing to teach in the grades are urged to take it. 4 hours' credit. Miss Stevenson.

105. Handwork II. Problems in pottery and the use of the kiln taught by actual firing for the biscuit and for the glazing. Rug making, basketry and bookbinding, also a study of the industries will be included. Prerequisite, course 104. 4 hours' credit. Miss Siedschlag.

119. Modeling. Figure modeling and advanced problems in pottery. Wheel used for pottery. Handwork 106 prerequisite. 4 hours' credit. Miss Stevenson.

BIOLOGY

110. Fundamentals of Biology. This course is introductory and is planned to present the great fundamental truths of biology to the end that the student may acquire the biological point of view which is a desideratum in modern educational, sociological, and ethical considerations. An effort will be made to develop in the student the scientific attitude of mind. Evolution, heredity, and eugenics receive special treatment. 4 hours' credit.

Mr. Praeger.
111. **Nature-Study.** The purpose of this course is to present the ideals and methods of nature-study, to arouse in the student the inquiring attitude toward natural phenomena and the original solution of the problems that develop, to acquaint the student with available materials for each of the four seasons, and to give him a grasp of the literature of the subject. The nature-study classes have the benefit of the school agricultural gardens. Field and laboratory work are devoted to identification and ecology of our common plant and animal forms, with special stress on trees, birds, flowers, insects. 4 hours’ credit. Mr. Perkins.

112. **Hygiene of School Child.** A course for teachers dealing primarily with such problems as malnutrition in school children, factors influencing growth, physiological differences between children and adults, schoolroom ventilation. Personal hygiene and prevention of contagious diseases will not be lost sight of. Terman’s *The Hygiene of the School Child* will form the basis of the course. 2 hours’ credit. Mr. Place.

118. **Hygiene.** The factors of both personal and social hygiene are considered with special emphasis on the causes of ill-health and disease, their control and prevention. 4 hours’ credit. Mr. Place.

121. **Heredity.** This course is devoted to a more detailed study of the factors of evolution, which were only briefly treated in course 120, with special emphasis upon variation and heredity. The attempt is to give the student a grasp not only of the principles involved, but of the problems and the methods of investigation. Specially planned for third-year and fourth-year students. Biology 120 is a desirable prerequisite. 4 hours’ credit. Mr. Praeger.

124. **Club Leadership.** This course acquaints the student with the problems and methods of organization of boys’ and girls’ clubs. The satisfactory completion of this course
should enable the teacher to carry on intelligently the club work now being extensively organized throughout the state under Federal, State and County leaders. 4 hours' credit.

125. Bird and Tree Study. The class will meet four times a week. Early morning tramps will be taken several times during the course for special bird study. The common trees of Michigan will be studied. 2 hours' credit.

CHEMISTRY

101. General Chemistry. This course covers the first term's work in general college chemistry. Laboratory work is required. Twice daily. 4 hours' credit.

101. General Chemistry. This course covers the second term's work in general chemistry. Laboratory work is required. Twice daily. 4 hours' credit.

113. Chemical Nature Study. This course is designed to give the student some knowledge of the facts of chemistry and of experiments that may be of use in the grades. No previous knowledge of the subject is required. Twice daily. 4 hours' credit.

NOTE—Students desiring laboratory work in qualitative or quantitative analysis will be accommodated.

COMMERCE

101. Accounting.
A. Elements of Accounting. The theory of debit and credit, the organization of basic accounting records, and the construction and interpretation of balance sheets and profit-and-loss statements. 4 hours' credit.

B. Principles of Accounting. A continuation of course 101A. A further development of the fundamental principles through a study of text matter and class discussion of numerous short related problems. Through laboratory material the operation of columnar books, controlling ac-
counts, modern methods of recording cash receipts and disbursements, purchases, and sales are illustrated. Drill in partnership and corporation adjustments and liquidation, and the preparation of financial statements involving intricate adjustments of accounts. 4 hours' credit.

Mr. Pennell.

C. **Principles of Accounting.** A continuation of course 101B. Special features of corporation accounting, financial and profit-and-loss statements of corporations, valuation of special assets and liabilities, factors of depreciation, methods of calculating depreciation charges and reserves, the elements of corporate proprietorship, distribution of proprietorship gains, the nature of reserves and funds, the interest problem in accounting, the elements of industrial cost accounting, and the elements of income and excess profits tax accounting. 4 hours' credit.

Mr. Pennell.

108. **Business Arithmetic.** An arithmetical study of business processes and incidental study of various trading activities. 4 hours' credit.

Mr. Pennell.

111. **Letter Writing.** Designed to develop facility in various forms of letter writing for business use; to establish standards of judgment for form and expression by an analysis of the principles embodied in the best modern business letters; to develop individuality of style. 4 hours' credit.

Miss Wick.

114. **Problems of Secondary Commercial Education.** This course deals with some of the important contemporary problems of commercial education in secondary schools. Material for study and discussion is obtained from recent treatises on commercial education, bulletins issued by the U. S. Bureau of Education and the Federal Board of Vocational Education, reports of educational conventions, and current educational magazines. Some attention is given to the history and development of commercial education. 4 hours' credit.

Miss Wick.
101. **Shorthand**

A. **Elementary.** This course covers the principles of the Gregg System of Shorthand up to the eleventh lesson in the Gregg Manual and Speed Studies. 4 hours' credit. Miss Watson.

C. **Advanced.** An application and discussion of the principles of the system, dictation at a moderate speed and extensive reading of shorthand plates. 4 hours' credit. Miss Watson.

102. **Shorthand.** Intensive drill on dictation and transcription, and discussion of methods of teaching shorthand. 4 hours' credit. Miss Wick.

101. **Typewriting.**

A. **Elementary.** 2 hours' credit. Miss Watson.

B. **Intermediate.** 2 hours' credit. Miss Watson.

C. **Advanced.** 2 hours' credit. Miss Watson.

102. **Typewriting.** An advanced course planned especially to develop operating technique and for the consideration of methods of teaching. 2 hours' credit. Miss Wick.

*Any student who elects shorthand or typewriting must take three consecutive terms to secure credit, with the following exceptions: Students who present one unit of shorthand or typewriting for entrance will not be allowed credit for 101A, and should register in 101B. Students who present two units of shorthand or typewriting for entrance will not be allowed credit for 101A nor 101B, and should register in 101C. Early in the first week of the term a special examination will be arranged for these students. Failure to pass this examination will necessitate taking course 101A or 101B for review without credit.

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**EARLY ELEMENTARY EDUCATION**

101. **Early Childhood Education.** A course planned primarily to acquaint the student with the fundamental characteristics of childhood—its interests and instincts, its physical nature and needs. Required observations, read-
COURSES OF INSTRUCTION

ings, and reports in addition to classroom work. The course runs parallel with Content of Curriculum 102. Required in Early Elementary Course. 4 hours' credit

Miss Coppens.

102. Content of Curriculum. The purpose of this course is to acquaint the student with the subject matter of the kindergarten and first two grades, together with methods of presentation. The various activities considered include handwork, nature study, literature, arithmetic, etc., centered about community and social projects of interest to young children. The course runs parallel with Early Childhood Education 101. Required in Early Elementary Course. 4 hours' credit.

Miss Coppens.

103. The Psychology of Reading. This course deals largely with the physiological, psychological and pedagogical problems found in teaching little children to read. Emphasis is placed on the study of the modern methods now in use. Standards for judging methods and material are worked out. Students will be given opportunity to observe reading classes in the training school. 4 hours' credit.

Mrs. Campbell.

105. Story Telling. A study of the field of story telling for young children. Standards will be established for evaluating material. Student will have opportunity for practice. Elective. 4 hours' credit.

Mrs. Campbell.

EDUCATION AND PSYCHOLOGY

Education

101. Principles of Teaching. The purpose of this course is to establish a definite notion of the aim of education to show the close connection of education as a human institution with social order and progress; to formulate a few fundamental principles underlying the teaching process. The course will include such topics as the curriculum, moral and social training, discipline, type lessons, questioning, and lesson plans. Standards for judging class-
room instruction are worked out and systematic observation of classes in the training school is made. This course must precede practice teaching. At least one term of Psychology is a prerequisite to this course. 4 hours' credit.

Mr. Wilds. Miss Seekel.

102. Rural Education. This course will utilize new material collected this year from states and institutions. A general view of progressive activities in rural education will be utilized as affording perspective for intensive study of the problems which are directly related to the service needs of members of the class. Questions of maintenance, organization, supervision, teaching and curriculum will be considered. Elective, not open to first year students. 2 or 4 hours' credit as earned. Dr. Burnham.

125. Public Education in the United States. This course comprises a study and interpretation of American educational history, covering the rise and development of educational theory and practice in the United States, with particular emphasis on contemporary problems. Our European background is considered only so far as it throws light on the development of our own educational system. Elective. 4 hours' credit. Mr. Wilds.

128. The Elementary School Curriculum. The purpose of this course is to familiarize teachers, principals, and superintendents with the materials of instruction upon which the successful administration of the curriculum depends. The following problems will be considered: the curriculum from the standpoint of social utility; each of the prominent school subjects will be considered from the point of view of social utility; the valuation and selection of texts; the choice of reference and supplementary materials; projects and problems in the curriculum; the teacher's professional library; time allotments. Each member of the class is expected to submit to the class the equipment necessary to the proper teaching of one school subject. 4 hours' credit.

Dr. Hilliard.
129. Educational Administration. This course is intended not only for those who expect to engage in school administration as superintendents, principals and supervisors, but it will also be a specific aim of the class to build up for the classroom teacher an intelligent and sympathetic understanding of the problems of school administration. Following are some of the topics which will receive consideration: Federal, county and city controls of the school; school budgets and taxation; the teacher; the public; textbooks; school boards; business administration; buildings and equipment; inspection and supervision. 4 hours' credit. Mr. Haisley.

130. The Junior High School, Its Organization and Administration. This course is intended primarily for teachers and principals of Junior High Schools. It will include a study of the causes leading to present Junior High School movement, organization, buildings and equipment, costs, teachers, curricula, social administration, aims and objectives. 4 hours' credit. Mr. Haisley.

134. Psychology of Elementary School Subjects. The course will deal with recent development in methods of instruction in elementary school subjects. Prerequisite: Psychology 101, and Principles of Teaching 101. 4 hours' credit. Mr. Ellsworth.

140. Psychology of High School Subjects. The course is designed primarily for those who expect to teach in junior or senior high schools or to supervise the teaching in high schools. Stress is placed upon proper methods of teaching the various high school subjects, means of elimination of waste, the effective organization of subject matter, the measurement of results, etc. Some experimentation with written reports will be required. Psychology 101 and 102 are prerequisite. Not open to first year students. 4 hours' credit. Mr. Sangren.
PSYCHOLOGY

101. Introductory Psychology. A course for beginners, consisting of lectures, recitations, quizzes, and laboratory. Required in all courses. 4 hours' credit.

Mr. Sangren. Mr. Lowrey.

104. Statistical Methods. A course in statistical theory and usage for students who plan to do work with mental and educational tests and scales. Some of the topics treated in this course are: Standard methods of handling data; a computation of averages, deviations, correlations, etc.; graphic representations; administrative statistics, etc. Students desiring to major in Psychology are advised to elect this course before taking courses 105 or 107. 4 hours' credit. To be offered only in case there is sufficient demand for it.

Mr. Renshaw.

105. Mental Tests. A practical course in the application of all kinds of psychological tests and scales. Laboratory training in the use of both group and individual tests for mental classification is given. Prerequisites: Courses 101 and 102. Course 104 should be taken if possible before entering this course. Not open to first year students. 4 hours' credit.

Mr. Renshaw.

106. Educational Measurements. A course in the theory and technique of the standard tests and scales for measuring achievement in the various school subjects. Enough of the elements of statistical method will be included to enable the student to summarize and evaluate the results obtained in his practice. Not open to first year students and must be preceded by Psychology 101 and 102. 4 hours' credit.

Mr. Ellis.

ENGLISH

101. Composition. This course aims to help the student in the use of composition as a practical art. Emphasis is placed upon sound organization of material and clear expression of ideas. To this end some time is given to the
reading and analysis of several representative prose selections, and much practice work is done in the writing of short themes. A number of detailed outlines are developed, and at least one exposition of approximately 1,000 words is undertaken, preferably upon some subject of interest and value to the individual student. While a knowledge of the principles of punctuation, grammar, and rhetoric is presupposed, critical attention is paid to their application and to the observance of the ordinary manuscript conventions. 4 hours' credit.

Mr. Burklund. Miss Van Horn. Miss Masters.

101b. Advanced Composition. A general discussion of the four forms of discourse with the analysis of specimens of each form. Most of the time will be devoted to the writing and correction of themes. This course follows and presupposes Composition 101. 4 hours' credit.

Miss Nobbs.

126. Advanced Rhetoric. This course presupposes Rhetoric 104 or Composition 101 and Advanced Composition 101a, and may be counted for the third unit in Group I of the requirements for the A. B. degree. The aim of the course is to help the student to a better mastery of linguistic expression and to aid him in developing sound, critical judgment of literature. 4 hours' credit.

Mr. Foley.

103. Literature for Children. This course aims: (1) to give a general survey of the field of literature suited to the needs and tastes of children; (2) to get at the general principles which underlie the selection of literature for children under any given conditions; (3) to organize and give new meaning to the mass of suitable literature already read, and to add largely to its content by further reading. Students will save time by bringing with them a good collection of fairy tales; an anthology of poetry for children; a mythology; the Iliad, the Odyssey, the Nibelungenlied, the Song of Roland, the Morte D'Arthur, the Old Testament, and Beowulf, or any simplified stories founded upon
these; *Gulliver's Travels; Alice in Wonderland*. As to prerequisites, some knowledge of child psychology and much knowledge of literature are desirable but not indispensable. This is a course in reading and in the application of principles. Notebooks will be kept and brief reports will be submitted, but no long papers will be written. 4 hours' credit. 

**120. American Literature.** The course is intended for students who did not have a comprehensive course in American literature in the high school. The work will consist of a general survey of the whole field of American literature and a special study of the more important masterpieces. Open only to first year college students. 4 hours' credit. 

**Miss Nobbs.**

**121. Chief American Poets.** The course aims to make a more thorough study of the chief American poets than is possible in course 120. The work consists of wide reading in poetry, biography, and criticism, supplemented with lectures by the instructor. 4 hours' credit. 

**Mr. Burklund.**

**123. The Short Story.** This course aims to trace the development of the short story in England, France, and America, with an account of its various types, and its general technique. The required reading will serve to acquaint the student with the best short stories and the method of teaching such material. Themes and reports will be required. Open to advanced students only. 4 hours' credit. 

**Mr. Foley.**

**124. Contemporary Poetry.** In this course students will be given the opportunity to study the English and American poetry of the last twenty years. The class periods will be devoted largely to lectures and interpretative reading. In addition to much assigned general reading, each student will make a special study of some topic in connection with contemporary poetry and present the results of his study to the class in the form of a paper or lecture. Open only
to students who have had sufficient work in literature to take the course with profit. 4 hours' credit. Mr. Sprau.

125. Browning. This course is for those advanced students who care enough for Browning's poetry to study it carefully in order that they may more fully understand and appreciate it. The course is intended primarily for third-year and fourth-year students who are specializing in English or electing it in place of foreign language. Other students who are prepared to do the work may be admitted only with the consent of the instructor. 4 hours' credit. Mr. Sprau.

GEOGRAPHY

NOTE—All students preparing to teach in the grades or in the junior high school should elect courses 101A and 101B in the freshman year if possible. These courses are the prerequisite for all other courses offered by the department except 106, 107, 109A and 110.

101A. Principles of Geography. This course aims to make clear the field of geography and the new place the subject is beginning to take in the curriculum, and to develop in the student some appreciation of the influence of the physical environment upon man's life through a study of regions of the earth where climate is the dominating control. Attention also is given to the principles of map making, the major facts of mathematical geography, the factors controlling climate, and the reading of the weather map. 4 hours' credit. Offered every term. Miss Cooley.

101B. Principles of Geography. This course considers the environmental elements of location, land forms, soils, mineral resources, surface and underground waters, coast lines, etc., from the standpoint of their influence upon social and economic conditions, and upon the distribution of people. The work is based upon the study of specific regions. 4 hours' credit. Mr. Wood.
103. Geography of Europe. A study of the relation of the continent to the world as a whole, its physical features, climates, resources, and the influences of geographic conditions on the development and present social, industrial, and commercial life of its leading nations. Not open to first-year students. 4 hours' credit. Mr. Wood.

109B. Industrial and Commercial Geography. The geographic factors underlying commerce and industry; the geography of the major industries; the laws of trade; the machinery of transportation; the principal trade routes and the commerce which passes over them; great trade centers and the geographic and economic reasons for their importance; the geography of a few important commercial areas. Prerequisite: Either courses 101A and 101B, or 109A. 4 hours' credit. Miss Cooley.

HISTORY AND THE SOCIAL SCIENCES

History

101. United States History—to 1789. Starting with the European background of American history this course treats the origin and growth of the colonies, discusses their relation to the mother country and shows why and how the independence of the United States was established. Special attention is given to the causes and course of the Revolution and to the beginnings of state and national government. This course is the first of a sequence of three courses covering a year's work in American history. The second and third courses in this subject will be offered in succeeding Summer Terms. Elective. 4 hours' credit. Dr. Russel.

103. United States History—from 1865 to Our Present Time. A study of the leading movements in American history since the Civil War. Reconstruction, industrial development, the coming of big business, the organization of labor, the settlement of the far West, recent industrial, social, and political problems and the efforts to solve them, America as a world power, and its part in the Great War
are the chief topics in this course. This course is the third in a sequence of three courses covering a year's work in American history. The first and second courses in this subject will be offered in succeeding summer terms. Elective. 4 hours' credit.

Mr. Burnham. Mr. Shilling. Dr. Russel.

114. United States History—1815-1848. The rise of the Middle West, the growth of democracy, the tariff, internal improvements, banking, slavery and anti-slavery and territorial expansion to the Pacific are among the topics studied in this course. Open to third and fourth-year students only. Elective. 4 hours' credit. Mr. Burnham.

107. Modern Europe. 1500-1763. A study of the Reformation and the religious wars which followed it, the struggle between Spain and England; the rise of the Dutch Republic, the growth of absolutism in France, the establishment of Parliamentary supremacy in England; the rise of Russia and Prussia, and the world conflict between France and Great Britain. This course is the first of a sequence of three courses covering a year's work in Modern European History. The second and third of these courses will be given in succeeding Summer Terms. Elective. 4 hours' credit. Dr. Scott.

Economics.

101A. Principles of Economics. A beginning course in economic organization. The rise of modern industry and the place of banks, of business organization, of competition and specialization, of government, of scientific management, and the other numerous agencies which together make up our modern economic society, are matters with which this course deals. Not open to first-year students. Elective. 4 hours' credit. Mr. Moore.

110. Current Economic Problems. In this course an attempt is made to give the student a brief introduction to and a better understanding of such current matters as: Railway regulation, business depressions, speculation, in-
ternational trade, social control of modern industrialism, taxation and labor questions. Not open to first-year students. Open to those who have taken Economics 101A and 101B and other second, third or fourth-year students who secure the consent of the instructor. Elective. 4 hours' credit.

Mr. Moore.

Political Science.

101. State and Local Government. Since the citizen has many contacts with the state and county or city government, an effort will be made to acquaint the student with the organization, aims, and problems of state and local government. Elective. 4 hours' credit. Mr. Shilling.

Sociology

101B. Sociology. This course is the second twelve weeks of one year's work in the subject. It is open to second-year and advanced students. The field of work is that of social psychology, the study of the scientific laws controlling the interactions of individuals in their group relationships. The aim of the course is to teach group methods of developing socialized personalities. Text, Bogardus, Social Psychology. 4 hours' credit.

Dr. Scott.

103. Sociology. A study of social relations and activities in small communities. An elementary text book in general sociology and a text dealing specifically with village and country life is used. A collection of source materials illustrating the co-operation of teachers and schools in local community activities is available. Required in Limited Certificate Course. Elective in other courses. 4 hours' credit.

Dr. Burnham.

HOUSEHOLD ARTS

Foods and Cookery

107. Cookery. This course offers practical work in the cooking of all classes of foods, such as cereals, vegetables,
meats, eggs, breads, pastry, salads, and desserts. Breakfasts, luncheons, and dinners are planned, cooked and served by the group. Open to all students. 2 or 4 hours' credit.

Miss Rafferty.

108. Nutrition. The object of this course is to teach the group proper selection, nutritive value, and preparation of food, and the importance of a well balanced diet for adults and children. Planning and serving of meals. Open to all students. 2 or 4 hours' credit.

Miss Rafferty.

Clothing

107. Clothing. A combination of machine and hand work in the making of a three-piece set of underwear. Discussion of pattern making and materials. Making of fundamental stitches and various methods of finishing undergarments. General repairs, and renovating of clothing. 2 or 4 hours' credit.

Miss Blair.

104. Millinery. A course in fundamental millinery, including pattern and frame construction, covering of frames with various textiles, general principles of making and placing trimmings, remodeling and renovating of millinery materials. 2 hours' credit. Note book and reference work required extra for 4 hours' credit.

Miss Blair.

LATIN

106. Latin. Selected Readings in Latin. This course will be adapted to the needs of the students electing it. Selections from the V. Book of Caesar's Commentaries, the Orations of Cicero, the VII. Book of Virgil's Aeneid, or the letters of Cicero and Pliny, with a study of the corresponding period in Roman history, might be chosen. The course is recommended for students who wish to gain twelve weeks' credit in Latin to be applied on the Freshman or Sophomore college course. Open to students who have had three or more years of Latin. 4 hours' credit.

Miss Zimmerman.
105. Mythology. A study of the mythology of the Greeks and the Romans. Special emphasis will be laid upon the use of these myths in literature and art, and their use in the teaching of children. The course is not limited to classical students. 4 hours' credit. Miss Zimmerman.

LIBRARY

101. Library Methods. A course of ten lessons on the use of the Library will be offered during the Summer Term. This course is required of all students, preferably during their first year. No credit. Two periods a week.

MANUAL ARTS

101. Wood Shop. A beginner's course in the fundamentals of woodworking. Includes working drawing, blue print reading, care and use of bench tools and wood finishing. Particularly valuable for those having had practical experience and who wish to prepare for teaching as this course also includes the development of course outlines suitable for Junior High School shop classes. 4 hours' credit. Mornings. Fee $3.00. Mr. Deyo Fox.

103. Wood Shop. A course in the use and care of woodworking machines. This includes the fundamentals in furniture design and construction, and the finishing of projects made. Organization of a course of study for Junior and Senior High School classes. Prerequisite 101 Wood Shop or its equivalent. 4 hours' credit. Afternoons. Fee $3.00. Mr. Nichols.

104. Wood Turning. Elementary course in the fundamentals of wood turning. This course includes spindle and oval turning, chuck and face plate work. Special attention is given to tool grinding and the care of various types of wood lathes. Organization of a course of study suitable for Vocational or High School classes. 4 hours' credit. Mornings. Fee $3.00. Mr. Nichols.

105. Advanced Pattern Making. Advanced course in wood pattern making, built up patterns, segment work and
pulley construction. Practical patterns for machine parts supplemented by the molding and casting of the patterns made in soft metal. Some attention is given to simple core making. Trips are made to the various foundaries and pattern shops. Prerequisite Wood Shop 102. Mornings. 4 hours' credit. Fee $3.00. Mr. Nichols.

106A. Machine Shop. An elementary teacher training course in mechanic shop practice involving simple bench, lathe and shaper problems. 4 hours' credit. Afternoons. Fee $3.00. Mr. Weaver.

106B and C. Machine Shop. Advanced shop practice for those who have completed elementary machine shop courses. Job work along commercial lines and the machine operations involved give a practical knowledge of machine shop procedure and a well rounded experience. A complete new equipment and a revised course make this an exceptional opportunity for those who expect to teach Machine Shop Practice. 4 hours' credit. Afternoons. Fee $3.00. Mr. Weaver.

108A. Beginning drawing, tool technique, lettering, geometric problems, orthographic and isometric projection, surface development and working drawings. A course in drawing designed for those who have had no previous experience in drawing, are out of practice, or may need a review in these fundamentals of drawing. 4 hours' credit. Afternoons. Mr. Huff.

108B. Drawing technique, machine details, sketching, tracing of large assembly drawings, blue printing, application of odontoidal curves, cycloidal and involute gears, racks and pinions, bevel gears and cams, together with the shop processes for their construction. 4 hours' credit. Afternoons. Mr. Huff.

108C. Teacher's course in mechanical drawing. Historical background of present day industrial and living conditions. Courses of study, tracings, lesson plans, in-
voices, equipment layouts, lectures, drawing, quizzes and
note book. Review and amplification of parts of 108A and
108B of interest and value to each particular student. 4
hours' credit. Afternoons. Mr. Huff.

109. An advanced course in mechanical drawing, com­
prising a combination of machine drawing and archi­
tecture. Knowledge of free hand drawing, art, wood and
metal working including pattern making and foundry prac­
tice, very desirable though not required. Outside reading,
term papers, lectures, use of baloptican and moving
picture projector. 4 hours' credit. Mornings.
Mr. Huff.

111A. Machine Design. Working drawings of some
practical problem such as a lathe, jointer, etc., together
with the shop problems involved to produce the finished
machine. 4 hours' credit.

111B. Continuation of 111A. 4 hours' credit. Mornings.
Mr. Huff.

112A. Architecture. A course designed to teach an
appreciation of good architecture, to acquire the ability
to get out a set of plans of a simple building and to figure
costs. Complete plans, elevations, details, etc., of a
summer cottage, bill of material and estimate of cost.
Plans, elevations, details, tracings, blue prints, semi-ori­
ginal in design for a town house. Knowledge of free hand
drawing and art desired. Lectures and outside reading.
4 hours' credit. Mornings. Mr. Huff.

112B. Continuation of 112A. Original architectural de­
sign for a town house, including a mechanical perspective.
Outside reading, note book and observations required. 4
hours' credit. Mornings. Mr. Huff.

117A. Auto Shop. An elementary course in the funda­
mental operating principles of the modern automobile.
Particularly available for those intending to teach auto
shop regardless of previous experience. 4 hours' credit.
Mornings. Fee $3.00. Mr. Weaver.
117B. **Auto Shop.** A continuation of course 117A with practical problems of the repair shop, suitable for Junior High School. 4 hours' credit. Mornings. Fee $3.00.

Mr. Weaver.

117C. **Auto Shop.** An advanced course in auto mechanics, including special work in starting, lighting and ignition repairing; battery building; vulcanizing, and sheet metal work. 4 hours' credit. Mornings. Fee $3.00.

Mr. Weaver.

145. **Household Mechanics.** A course in the general mechanical principles involved in maintaining the modern house. Includes electricity as applied to door bells, electric lights, vacuum cleaners, etc., plumbing, heating and sheet metal working. A course of study suitable for the intermediate grades is to be worked out. 4 hours' credit. Afternoons. Fee $3.00.

Mr. Deyo Fox.

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**MODERN LANGUAGE**

101B. **First Year French.** This is the second term work of a course in Beginners' French. Only those should enroll who have had already one term of work and plan to complete a year's work. The course will consist of the rudiments of grammar and careful drill in pronunciation with stress on the oral side. 4 hours' credit. Miss Merienne.

102. **Second Year French.** To answer a demand, a course in Second Year French will be given with a view to offering second and third term work during following successive summers. Only those should enroll who plan to complete a year's work. Composition work and reading will be emphasized. 4 hours' credit. Miss Tamin.
110. Rapid Reading Course and Grammar Review. Vocabulary is acquired by much and rapid reading and the course is intended for those who have made a beginning of text reading. It will be for thought content rather than translation. Secondary texts will be used. One day will be devoted to grammar. Prerequisite two year's work in French. 4 hours' credit. Miss Merienne.

112. Teachers' Course. This course is designed for students who teach or are planning to teach French. It will include a careful drill in the use of phonetic symbols, adapted to the needs of elementary classes. Much emphasis will be placed on conversations to give the teacher self-confidence in the use of idiomatic French. 4 hours' credit. Miss Tamin.

101. First Year Spanish. A course in Beginners' Spanish will be given, with a view to offering second and third term work during following successive summers. Only those should enroll who plan to complete a year's work. The course will consist of the rudiments of grammar and careful drill in pronunciation, with simple conversation in Spanish. 4 hours' credit. Miss Johnson.

102. Second Year Spanish. Review of grammar, practice in conversation and composition, reading aloud in Spanish with careful drill in pronunciation, conversation in Spanish, based on texts read. This course will be conducted mainly in Spanish. 4 hours' credit. Miss Johnson.

MATHEMATICS

101. Arithmetic. A teachers' course. To elect this course the student should have a knowledge of geometry and of the beginners' course in psychology. The work consists of lectures and discussions on the history and teaching of the subject, with assigned reading. Extended treatment of typical problems of applied arithmetic. 4 hours' credit. Mr. Everett.
102. **College Algebra and Analytic Geometry.** Rectangular and polar co-ordinates, simultaneous linear equations, determinants, relations between straight lines. Covers the work of the regular fall term and at the same time prepares for county or state teachers' examinations. 4 hours' credit. Mr. Everett.

103. **Plane Trigonometry.** This is equivalent to the work done during the regular session. Solution of triangles by both natural and logarithmic functions. 4 hours' credit. Mr. Ackley.

109. **The Teaching of Secondary Mathematics.** The aim of this course is to give the prospective teacher the best educational thought relating to the content and teaching of algebra and geometry in the high school. 4 hours' credit. Mr. Bartoo.

**MUSIC**

All work done in the Music Department will be credited toward the regular music course or applied on a degree. Communities are looking to the supervisors of music as the logical leaders in musical activities. The outlook for a great growth and development in the musical world through the public schools is more in evidence than ever before in the history of education. It is in anticipation of this more extended musical activity that the Western State Normal is offering courses to promote the music life and growth in Michigan. Special courses are being scheduled to meet the demands of Music Supervisors.

103. **Voice Culture.** In this course we will seek to establish and develop a few fundamental principles involved in learning to sing. Students will receive both individual and group instruction. A selected group of standard songs will form the basis for the term's study. 2 hours' credit. Mr. Maybee.

106, 108. **Primary Music and Teachers Music.** This course is arranged to meet the needs of the regular grade teacher. The song material will include the best available
songs from the various books recently published. The fundamentals of music as covered by the first eight grades in the public schools will form the basis for the technical work. Special rhythm exercises will be used in the ear training and melody studies. 4 hours’ credit. 

Mrs. Davis. Mr. Maybee.

129. Song Repertoire. This course is designed to acquainted the student with the new material that is available in the song world. Several of the most successful cantatas and operettas for children’s voices will be studied. 2 hours’ credit. Miss Combs.

128. Musical Administration. This course will give a general survey of public school music in America, comparing the various courses of study, musical activities, and problems concerning the special teacher. The following books will be used as basis for study: Tapper, Music Supervisor; Farnsworth, Education Through Music; Gehrkens, Essentials in Conducting; Dickinson, Education of the Music Lover; Bates, The Care and Use of the Voice; and the recent reports of the National Supervisors Conference and the National Music Teachers’ Association. 4 hours’ credit. Mr. Maybee.

Special Supervisors Courses

109. Harmony and Ear-Training. This course is offered to meet the demand of the work in ear-training, melody writing and elementary harmony in the upper grammar grades and high school. 2 hours’ credit. Mr. Henderson.

113. Musical Appreciation and Biography. This course will cover the lives and works of the great masters from Bach and Handel down to the present time. Biographical note book and programs suitable for grades and high school will be worked out. The victrola will be used in this course. 4 hours’ credit. Mrs. Hilliard.

114. Advanced Harmony and Musical Composition. This course consists of a review of elementary harmony, and
of advanced work. It should be preceded by a year's work in elementary harmony. This course will be of exceptional value for supervisors of music. 2 hours' credit.

Mr. Henderson.

**Orchestra.** All who have instruments and wish to join the Normal School Orchestra will find it both pleasant and profitable.

Mrs. Hilliard.

**PENMANSHIP**

The aim of this course is to give the student a knowledge of method and teaching in penmanship as well as to develop a practical style of writing.

Students preparing for the county examinations should consult with their commissioners in order to find out whether or not it will be advisable for them to enroll for penmanship in the Summer School.

A credit in penmanship is now required of all candidates for normal school certificates in this state. The work done in the Summer Term will count on that credit.

Mr. Greenwall.

**PHYSICAL EDUCATION AND COACHING FOR MEN**

**113S. Football Technique.** Fundamentals; position of each player on offense and defense, all forms of kicking, tackling and blocking; principles of interference, and carrying the ball; execution of the forward pass. A practical system of offense and defense will be taught with consideration to the conditioning and handling of a team. At least one week will be devoted to soccer football. Lectures and football field work. 2 hours' credit.

Mr Read. Mr. Olander.

**115S. Basketball Technique.** Fundamentals; handling of the ball; passing, goal throwing, pivots, and stops; dribbling, team play, and actual competition. Theory of coaching and study of different offensive and defensive systems taught throughout the country. A complete practical system in itself will also be taught. Lectures and floor work. 2 hours’ credit.

Mr. Read.
118X. Scoutcraft. Principles of scout work—organization, equipment, rope-tying, patrols, signaling, and hiking. Hikes and at least two week-end camping trips will be taken. The object of this course is to make every graduate of the department a potential scout master. 4 hours' credit. Mr. Read.

111X. Physical Diagnosis. Theory and practice of thorough physical diagnosis. It includes the study of appearance, conditions, defects, and deformities likely to be met with in the examining room. Heart and lung tests. 3 hours' credit. Mr. Taylor.

118X. Baseball Technique. Fundamentals of batting, bunting, base running, position play, offensive team work. 2 hours' credit. Mr. Hyames.

119X. Technique of Track Athletics. Practical instruction in starting, sprinting, distance running, hurdling, high and broad jumping, pole vaulting, shot putting, discus and javelin throw. Preparation of contestants for standard events; rules of competition; intensive study of physical condition, including endurance, speed and fatigue, with view to promotion, management, and officiating of games and meets. Lectures and athletic field work. 2 hours' credit. Mr. Taylor.

PHYSICAL EDUCATION FOR WOMEN

101-102. Physical Education. This course consists of Swedish and German gymnastics, advanced light apparatus work and folk dancing, games for outdoor and indoor use. 2 hours' credit in Physical Education. Combined with either Tennis or Swimming, 4 hours' credit and equivalent to 101 or 102 of the regular school year. Miss Hussey.

103-104. Physical Education. The course presupposes Physical Education 101-2. It consists of more advanced work in all lines. Students are given opportunity to arrange lessons and conduct classes. 2 hours' credit in Physical Education. Combined with either Tennis or Swimming, 4 hours credit and equivalent to 103 and 104 of the regular school year. Miss Worner.
106. Physical Education. Playground Organization 123 may be substituted.

123. Playground Organization. The theory of the growth and advancement of playgrounds with attention to their organization. Laying out of grounds and choice and arrangement of apparatus are given due consideration. Play activities from the simplest form to the highly organized competitive games are carried on in the gymnasium. 4 hours' credit. Miss Worner.

Instruction in Tennis will be given each morning at 7 o'clock.

Instruction in Swimming will be given Monday, Tuesday, and Wednesday. Miss Hussey.

Note. All students taking courses in Physical Education must pass a medical examination by the school physician. A gymnasium suit is required for courses 101, 102, 103, 104. (White middy, dark bloomers, and black gymnasium shoes.)

PHYSICS

101A. Mechanics and Heat. A course in general physics, consisting of recitations and laboratory work. This course, together with 101B and 101C, furnishes an excellent foundation for students preparing to teach physics in the high school, or for those who wish to enter engineering or to specialize in physics later. Prerequisite: high school physics and trigonometry. This course consists of five two-hour recitations and four laboratory hours weekly. 4 hours credit. Mr. Rood.

101B. Physics. The work covered in this course is equivalent to the work in Electricity and Magnetism during the Winter Term of the year. Students who do this course satisfactorily and gain credit in Physics 101A and 101C will earn the credit ordinarily required for a year's work in general physics of the college grade. These three courses are indispensable to the high school teacher of the subject and furnish the required physics in engineering
and medicine. It is the intention of the department to offer these courses in consecutive order in consecutive summers so that a year's work may be gained entirely during Summer Terms. While it is desirable that students take these courses in the order of their numbers, this is not mandatory. A number of important experiments are to be worked by the pupil and the classwork will be amply illustrated by experiment. 4 hours credit. Text Kimball's College Physics.

102S. Alternating Currents. This course is designed especially for high school teachers of physics. Its aim is to make clear the distinction between alternating and direct currents and to give the students control in handling each. It is concerned with such problems as the design and function of the transformer; the measurement of impedance and power factor; current and voltage relations in series and parallel circuits; relation between impedance, resistance and reactance; polyphase circuits; calculation of wire sizes for various distributing systems and converters and rectifiers. The wide spread use of the alternating current today makes a knowledge of this course exceedingly valuable to the high school teacher of physics. Class meets five times weekly, 2 hour period. 4 hours credit.

Mr. Rood.

101C. Sound, Heat and Light. This course completes the year's work in general physics. 4 hours' credit

101D, E, F. This course is a problem course designed to accompany 101 A, B, C. Students wishing the required 10 hours of physics for engineering later must elect this course. Class meets one hour weekly. 1 hour credit.

Mr. Rood and Mr. Marburger.

RURAL EDUCATION

A belief is rapidly becoming common that teachers of rural schools must be asked to meet, as rapidly as circumstances allow, the requirements in scholarship and profes-
sional training demanded for good elementary school teaching anywhere.

Courses of training for rural teachers are already in print which definitely outline four years' preparation beyond the high school. It will take some years to reach this standard, but requirements of one-year and two-year training courses are immediately at hand. No one can begin teaching in Michigan after September, 1925, who has not had at least one year of training after the completion of a four-year high school.

Two courses are offered for the preparation of teachers of rural schools.

1. **A Life Certificate in Rural Education** may be secured by high school graduates after an attendance of two years. Many village and country districts are now paying salaries which enable them to demand full life certificate preparation on the part of the teachers they employ for both elementary and high schools.

2. **A Limited Certificate** good in Michigan Schools for three years may be secured by high school graduates after an attendance of one year and one Summer Term.

Subjects which may be applied directly to the completion of either one of the foregoing courses are offered in the Summer Term. There is offered a long list of Special Summer Courses as described in pages 19 to 22 in this Bulletin. Credits gained in these special courses may be applied toward the completion of any regular normal school certificate course as specified on page 15.

Summer term students who are interested in completing a life certificate course in rural education, or the limited certificate course should confer with Dr. Burnham. A number of the Summer Term Teachers have had much first hand experience in rural education and their experiences will be utilized in giving interest and value to the rural education courses.

102. **Rural Education.** This course will utilize new material collected this year from states and institutions. A
general view of progressive activities in rural education will be utilized as affording perspective for intensive study of the problems which are directly related to the service needs of members of the class. Questions of maintenance, organization, supervision, teaching and curriculum will be considered. Elective, not open to first year students. Two or four hours credit as earned. Dr. Burnham.

102. Principles of Teaching. The aim of this course is to present the teaching principles to students planning to teach in rural and village schools, through readings, discussions, lectures and observations in the Training Schools. This course leads on to practical participation in the school activities in the following term. Certain problems of management and law are discussed as they arise in connection with the work of the term. Prerequisite to practice teaching. 4 hours credit. Miss Evans.

102. County Normal Training Class Problems. The aim of this course is to give to persons desiring to engage in teacher-training in county normals a knowledge of the organization, management, field, and value of these institutions. While particular emphasis will be placed upon the problems arising in county normals in Michigan, individual investigations and reports of similar teacher-training throughout the United States will be required. Summer Term. 4 hours credit. Miss Evans.

103. Sociology. A study of social relations and activities in small communities. An elementary text-book in general sociology and a text dealing specifically with village and country life are used. A collection of source materials illustrating the co-operation of teachers and schools in local community activities is available. Required in Limited Certificate Course. Elective in other courses. 4 hours credit. Dr. Burnham.

104. Rural School Supervision. This course aims to offer the opportunity to those who desire to become helping teachers in rural schools, to acquaint themselves with
the problems of supervision in general and of rural schools in particular. A study will be made of present methods of supervision in Michigan and elsewhere, and of the efforts that are being made to improve such supervision in the rural schools. 4 hours' credit. A class will be organized if there is sufficient demand. Miss Stewart.

SPEECH

101. Fundamentals of Speech. This course is a prerequisite to all courses offered in the Department of Speech. Every student expecting to take any work in Speech is advised to take this course in the Fall Term of his first year. It aims to develop in the student a thorough understanding of the basic principles of voice production and includes study and drill in the vocal elements. 4 hours credit. Miss Shaw.

110. Play Production. This course deals with the methods of staging plays. It includes a study of stage settings, costumes, and make-up. Lists of plays, publishing houses, manuscript houses, etc., will be prepared. If the enrollment permits, the class will study and present a program of one-act plays. Enrollment in this course is only with the consent of the instructor. Miss Shaw.

TRAINING SCHOOL

105. Theory and Practice of Teaching. The Training School will be in session from 8:00 to 11:00 a.m. each day for the six weeks of the Summer Term and each supervisor in her daily lessons will aim to present proper material for use in the various subjects of the curriculum, such as nature study, geography, history, reading, language, and the special branches, including handwork, as well as to show good methods of teaching. Experienced teachers may observe daily and make a scientific study of the best methods of teaching the various branches. Aside from the daily observation the course will require reading, discussions, class criticism and conferences under the direction
of the supervisor. Practical application and criticism of the newer teaching methods such as the socialized recitation and problem project teaching as it is carried out in the better schools will be part of the work. Each supervisor will offer the above course. 4 hours credit.

The regular supervisors, special teachers in drawing, music, manual arts, physical training, and household arts will have charge of all work in the Training School.

The Rural Demonstration School at Oakwood will be in session each forenoon of the second, third, fourth and fifth weeks of the Summer Term. Margaret A. Jones, critic teacher in the Genesee County Normal will be in charge. Teaching in the elementary grades will be demonstrated. The Oakwood car south from the Normal School goes directly to Oakwood.

It is hoped that large numbers of the students will avail themselves of the help thus afforded. Commissioners may arrange with the director for reports of attendance of their teachers. Observation will be required in connection with the courses in Principles of Teaching and Method and Reading. In addition to the Observation in the Training School, observation in the Rural Observation School will also be required. Each supervisor will reserve the 11 o'clock hour for conference and general discussion with the observers in the grade.
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