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IDENTIFIERS Vocational Education Amendments of 1968

ABSTRACT

It is hoped the document will provide educators quick access to instructional and research materials in vocational and technical education. The document is divided into three major sections: Instructional Materials, Research Materials, and Projects in Progress. The first two sections are subdivided according to the categories abstracts, subject index, and author index. The subject index terms correspond to the descriptors in the Thesaurus of ERIC Descriptors and, together with the author index, provide access to the abstract subsection. The Projects in Progress Section, divided into Curriculum and Research subsections, announces in-progress research and curriculum development projects funded by the Vocational Education Amendments of 1968, Parts C, D, and I. The curriculum subsection includes a Curriculum Management Centers Directory; the research subsection provides a State Vocational Education Research Offices Directory. (Author/AG)

MISSION OF THE CENTER

The Center for Vocational Education's mission is to increase the ability of diverse agencies, institutions, and organizations to solve educational problems relating to individual career planning and preparation. The Center fulfills its mission by

- . Generating knowledge through research
- . Developing educational programs and products
- . Evaluating individual program needs and outcomes
- . Installing educational programs and products
- . Operating information systems and services
- . Conducting leadership development and training programs

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ED 095433

ABSTRACTS
OF
INSTRUCTIONAL AND RESEARCH MATERIALS
IN
VOCATIONAL AND TECHNICAL EDUCATION

VT 100 401 - 100 600

AIM/ARM

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EDUCATION & WELFARE
NATIONAL INSTITUTE OF
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VOLUME 7, NUMBER 3

1974

THE CENTER FOR VOCATIONAL EDUCATION
THE OHIO STATE UNIVERSITY
1960 KENNY ROAD, COLUMBUS, OHIO 43210

CE 002 601

PREFACE

Finding and using relevant information frequently is a major task for researchers, curriculum specialists, teachers, administrators, and students. The Center for Vocational Education is dedicated to making useful and vital information accessible so that educators may use it to improve school practice.

The Center assembles, under one cover, information about instructional and research materials relevant to the field of vocational-technical education.

Through abstracts designed to present useful information about materials, the Abstracts of Instructional and Research Materials in Vocational and Technical Education (AIM/ARM) publication provides educators quick access to in-use or under-development instructional and research materials.

We are indebted to our colleagues within the profession for providing us instructional and research materials as they become available. We also appreciate the contributions of instructional materials laboratories, local school systems and professional associations such as the Vocational Instructional Materials (VIM) section of the American Vocational Association. Members of the profession are encouraged to forward to AIM/ARM at The Center instructional and research materials for possible inclusion in future issues of AIM/ARM.

We hope that this publication will prove valuable to you in your particular educational endeavors.

Robert E. Taylor
Director
The Center for Vocational
Education

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NOTICE

WE ENCOURAGE THE FORWARDING OF TWO COPIES OF MATERIALS RELATING TO VOCATIONAL AND TECHNICAL EDUCATION FOR POSSIBLE INCLUSION IN THE AIM/ARM SYSTEM TO:

AIM/ARM
THE CENTER FOR VOCATIONAL EDUCATION
1960 KENNY ROAD
COLUMBUS, OHIO 43210

SAMPLE ABSTRACT

BEST COPY AVAILABLE

Accession number sequentially assigned to documents as they are processed.

Author(s).

VT 100 000

RICHARDS, F.L.

MF means microfiche. Documents not in VT-ERIC MICROFICHE SETS are available from alternate sources cited.

OUTLINES OF COURSES IN ORNAMENTAL HORTICULTURE.

Title.

PENNSYLVANIA STATE UNIV., UNIVERSITY PARK.
DEPT. OF AGRICULTURAL EDUCATION.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
DIV. OF ADULT, AND VOCATIONAL RESEARCH.

Organization where document originated.

Report number and/or bureau number.

MF AVAILABLE IN VT-ERIC SET.

Agency responsible for initiating, funding, and managing the project producing the document.

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TEACHER-EDUC-SER-V12-N1

Date published and number of pages.

DEPARTMENT OF AGRICULTURAL EDUCATION, PENNSYLVANIA STATE UNIVERSITY, UNIVERSITY PARK, PENNSYLVANIA 16802 (\$1.00).

Contract (OEC) or grant (OEG) number.

Descriptors--subject terms characterizing substantive contents. Major terms preceded by asterisk.

PUB DATE - 71 56P.

Alternate source for obtaining documents.

DESCRIPTORS - *AGRICULTURAL EDUCATION;
*CURRICULUM GUIDES; *ORNAMENTAL HORTICULTURE;
HIGH SCHOOLS; *POST SECONDARY EDUCATION;
LANDSCAPING; NURSERIES (HORTICULTURE); TURF
MANAGEMENT; *TECHNICAL EDUCATION
IDENTIFIERS - *PENNSYLVANIA

Identifiers--terms not found in the Thesaurus of ERIC Descriptors.

Informative condensation of document content.

ABSTRACT - INTENDED TO SUGGEST SUBJECT MATTER CONTENT OF COURSES OR PROGRAMS IN ORNAMENTAL HORTICULTURE FOR HIGH SCHOOL AND POSTSECONDARY VOCATIONAL-TECHNICAL PROGRAMS, THIS CURRICULUM GUIDE WAS PREPARED BY STAFF MEMBERS OF THE AGRICULTURAL EDUCATION DEPARTMENT AT THE PENNSYLVANIA STATE UNIVERSITY, AND TESTED IN A WORKSHOP WITH VOCATIONAL AGRICULTURE TEACHERS. CONTENTS ARE: (1) OUTLINES OF COURSES IN ORNAMENTAL HORTICULTURE, (2) ORNAMENTAL HORTICULTURE PROGRAMS FOR GRADES 10, 11, AND 12, (3) NURSERY PRODUCTION . . . THE CONTENT IS PRESENTED IN OUTLINE FORM UNDER EACH TOPIC, AND IS APPLICABLE TO THE UNITED STATES AND LOWER CANADA. (GB)

Abstractor's initials.

HOW TO USE AIM/ARM

This volume of Abstracts of Instructional and Research Materials in Vocational and Technical Education (AIM/ARM) has three major sections: Instructional Materials, Research Materials, and Projects in Progress.

The Instructional and Research Materials sections each have three subsections: Abstracts, Subject Index, and Author Index. The abstracts present information about documents' authors, titles, availability, and content to help you decide if you want to read the full text of a document. A sample abstract on the opposite page identifies the various pieces of information presented in an abstract.

The Subject and Author Indexes help you locate, by subject descriptors conforming to those listed in the Thesaurus of ERIC Descriptors and by author/institutions names, abstracts of documents relevant to your information needs.

The Projects in Progress Section, divided into Curriculum and Research subsections, announces through title by state indexes and abstracts, in-progress research and curriculum development projects funded by the Vocational Education Amendments of 1968 (Public Law 90-576), Parts C, D, and I. The Curriculum subsection of Projects in Progress also includes a Curriculum Management Centers Directory while the Research subsection provides a State Vocational Education Research Offices Directory. This section helps you keep aware of ongoing activities in vocational and technical education curriculum development and research.

Full texts of most of the documents announced in AIM/ARM are available in the AIM/ARM, VT-ERIC Microfiche Sets (see page 535). Those documents not listed as being available "MF AVAILABLE IN VT-ERIC SET" are usually obtained from the listed author/publisher.

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M A T E R I A L S
S E C T I O N
(A I M)

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357/358

INSTRUCTIONAL MATERIALS ABSTRACTS

VT 100 401

BURNS, RICHARD P., AND OTHERS
CURRICULUM GUIDE FOR CAREER
EDUCATION IN GRADES 11-12.

STONHAM PUBLIC SCHOOLS, MASS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 43P.

DESCRIPTORS - *CAREER EDUCATION;
*CURRICULUM GUIDES; *LEARNING
ACTIVITIES; *TEACHING TECHNIQUES;
*VOCATIONAL EDUCATION; BEHAVIORAL
OBJECTIVES; DECISION MAKING
SKILLS; GOAL ORIENTATION; GRADE
11; GRADE 12; HUMANITIES; RESOURCE
MATERIALS; SELF EVALUATION;
TEACHING PROCEDURES
IDENTIFIERS - CAREER AWARENESS;
EMPLOYMENT SKILLS; SELF AWARENESS

ABSTRACT - THIS CURRICULUM GUIDE
FOR A CAREER EDUCATION PROGRAM IN
GRADES 11 AND 12 CONTAINS A
RATIONALE FOR CAREER EDUCATION,
GENERAL AND SPECIFIC BEHAVIORAL
OBJECTIVES INVOLVING SELF
EVALUATION, OCCUPATIONAL
AWARENESS, AND DECISION MAKING
SKILLS, AND EIGHT INSTRUCTIONAL
UNIT OUTLINES. DEVELOPED BY A
CURRICULUM COMMITTEE THAT INCLUDES
A CAREER EDUCATION TEACHER, AN
ADMINISTRATIVE ASSISTANT, AND A
RESOURCE CONSULTANT, EACH
CURRICULUM UNIT PROVIDES SPECIFIC
OBJECTIVES, SUGGESTED TEACHING
PROCEDURES AND LEARNING
ACTIVITIES, AND RESOURCE LISTS.
TEACHING TECHNIQUES INCLUDE THE
USE OF AUDIOVISUAL AIDS, SMALL
GROUP DISCUSSIONS, RESOURCE
SPEAKERS, RESEARCH ACTIVITIES, AND
"REAL-LIFE" ACTIVITIES. (AG)

VT 100 402

GOULD, E. NOAH, ED.
SURFACE GRINDER OPERATOR.
INSTRUCTOR'S GUIDE. PART OF
SINGLE-TOOL SKILLS PROGRAM SERIES:
MACHINE INDUSTRIES OCCUPATIONS.

NEW YORK STATE EDUCATION DEPT.,
ALBANY.
MF AVAILABLE IN VT-ERIC SET.
PUBLICATIONS DISTRIBUTION UNIT,
THE STATE EDUCATION DEPARTMENT,
ALBANY, NEW YORK, 12224
PUB DATE - 73 104P.

DESCRIPTORS - *CURRICULUM GUIDES;
*MACHINE TOOL OPERATORS; *SHOP
CURRICULUM; *TEACHING GUIDES;
ADULT VOCATIONAL EDUCATION; JOB
SKILLS; METAL WORKING OCCUPATIONS;
OCCUPATIONAL INFORMATION;
SECONDARY GRADES

ABSTRACT - THE SURFACE GRINDER
OPERATOR COURSE IN THIS BOOKLET
WAS DEVELOPED TO HELP MEET THE
NEED FOR TRAINED ENTRY-LEVEL
WORKERS. ALTHOUGH WRITTEN
PRIMARILY AS AN ADULT COURSE, THE
CONTENT MAY BE USED BY THE

SECONDARY LEVEL TEACHER IN A
COURSE HE MIGHT DEVELOP FOR HIS
STUDENTS. THE BOOKLET CONTAINS AN
OUTLINE OF GENERAL JOB CONTENT,
JOB SHEETS FOR SHOP PROJECTS
(INCLUDING PERFORMANCE OBJECTIVES,
OPERATIONS, EQUIPMENT, MATERIALS,
AND PROCEDURES), AND DRAWINGS FOR
VARIOUS SHOP PROJECTS. (MF)

VT 100 403

ADAM, PETER, AND OTHERS
CAREER EDUCATION: KINDERGARTEN
AWARENESS. ROLE PLAYING IN PRIMARY
CITY.

LINN-MAR COMMUNITY SCHOOL
DISTRICT, MARION, IA.; IOWA STATE
DEPT. OF PUBLIC INSTRUCTION, DES
MOINES, DIV. OF CAREER EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 92P.

DESCRIPTORS - *CAREER EDUCATION;
*LEARNING ACTIVITIES;
*OCCUPATIONAL INFORMATION;
*PRIMARY GRADES; *SELF CONCEPT;
FIELD TRIPS; VOCATIONAL
DEVELOPMENT

ABSTRACT - CLASSROOM ACTIVITIES
FOR PRIMARY GRADES FOCUS IN THIS
DOCUMENT ON VARIOUS OCCUPATIONS IN
AN ATTEMPT TO HELP THE CHILD
DEVELOP A CONCEPT OF HIMSELF AND
HIS STATUS WITHIN THE FAMILY, THE
SCHOOL, AND THE WORLD OF WORK.
KINDERGARTEN ACTIVITIES ARE
DESCRIBED FOR CONCEPTUALIZING THE
SELF, THE FAMILY, AND THE SCHOOL.
OVER 20 FIELD TRIPS WITHIN THE
COMMUNITY ARE OUTLINED ON SEPARATE
SHEETS. EACH PAGE PROVIDES SPACE
TO NAME THE OCCUPATIONAL CLUSTERS
FOUND IN THE PLACE VISITED,
INFORMATION CONCERNING THE TRIP TO
GIVE THE TEACHER MATERIAL FOR
CLASS PREPARATION FOR THE TRIP,
AND FACTS USEFUL IN A LATER CLASS
REVIEW OF THE FIELD TRIP. (MU)

VT 100 404

AUTO MECHANICS: BLOCKS I AND II:
INTRODUCTION AND ORIENTATION, AND
BENCH SHOP AND SAFETY.

NORTH DAKOTA STATE BOARD FOR
VOCATIONAL EDUCATION, BISMARCK.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 43P.

DESCRIPTORS - *AUTO MECHANICS;
*MOTOR VEHICLES; *SAFETY
EDUCATION; *TRADE AND INDUSTRIAL
EDUCATION; AUTO MECHANICS
(OCCUPATION); COURSE CONTENT;
SECONDARY GRADES; STATE CURRICULUM
GUIDES; UNITS OF STUDY (SUBJECT
FIELDS)
IDENTIFIERS - *NORTH DAKOTA

ABSTRACT - THIS COURSE OUTLINE FOR
A BEGINNING CLASS IN AUTO
MECHANICS PROVIDES SUPPLEMENTARY
MATERIALS AND COURSE CONTENT FOR

CLASSROOM DISCUSSION, LAB PROCEDURES, AND TESTING FOR AREA VOCATIONAL, TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. JOB SHEETS PROVIDE A NUMBER OF OPERATIONS IN BENCH WORK AND IN SAFETY EDUCATION INCLUDING: (1) SHARPENING TWIST DRILLS, (2) IDENTIFYING BOLTS, NUTS, AND SCREWS, (3) DRILL GRINDING GAUGE AND DRILL PRESS, AND (4) APPLICATION OF LINEAR MEASUREMENT. EACH JOB SHEET PROVIDES GENERAL INFORMATION, PRECAUTIONS, AND PROCEDURES. A NUMBER OF WORKING DRAWINGS ACCOMPANY THE TEXT. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 405 - VT 100 410. (MU)

VT 100 405
AUTO MECHANICS: BLOCK III:
CHASSIS.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK. MF AVAILABLE IN VT-ERIC SET. PUB DATE - ND 68P.

DESCRIPTORS - *AUTO MECHANICS; *ENGINES; *MOTOR VEHICLES; *POWER MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; AUTO BODY REPAIRMEN; AUTO MECHANICS (OCCUPATION); STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *NORTH DAKOTA

ABSTRACT - THIS COURSE OUTLINE PROVIDES COURSE CONTENT AND SUPPLEMENTARY MATERIALS FOR A BEGINNING CLASS IN AUTO MECHANICS FOR AREA VOCATIONAL TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. JOB SHEETS FOR A NUMBER OF OPERATIONS INCLUDE THOSE DEALING WITH ALIGNMENT, SERVICING STEERING GEARS, CLUTCHES, AND TRANSMISSIONS, AND OVERHAUL OF TURBOHYDRA-MATIC AND DUAL PISTON MASTER CYLINDERS. EACH OPERATION SHEET CONTAINS SPACE FOR THE STUDENT'S NAME, A LIST OF EQUIPMENT NEEDED, REFERENCES, RELATED INFORMATION, AND A LIST OF PROCEDURES. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 404 AND VT 100 406 - VT 100 410. (MU)

VT 100 406
AUTO MECHANICS: BLOCK IV: ENGINES

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK. MF AVAILABLE IN VT-ERIC SET. PUB DATE - ND 34P.

DESCRIPTORS - *AUTO MECHANICS; *ENGINES; *MOTOR VEHICLES; *POWER MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *NORTH DAKOTA

ABSTRACT - THIS GUIDE PROVIDES COURSE CONTENT AND SUPPLEMENTARY MATERIAL FOR A BEGINNING COURSE IN ENGINES FOR THE AREA, TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. OPERATION SHEETS FOR GENERAL ENGINE OVERHAUL INCLUDE INSTALLING PISTON RINGS AND BEARINGS, CONNECTING RODS, CYLINDERS AND CRANKSHAFTS. WORKING DRAWINGS ACCOMPANY THE TEXT. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 404, VT 100 405 AND VT 100 407 - VT 100 410. (MU)

VT 100 407
AUTO MECHANICS: BLOCK V: FUEL SYSTEMS.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK. MF AVAILABLE IN VT-ERIC SET. PUB DATE - ND 29P.

DESCRIPTORS - *AUTO MECHANICS; *MOTOR VEHICLES; *POWER MECHANICS; *TRADE AND INDUSTRIAL EDUCATION; COURSE CONTENT; CURRICULUM GUIDES; VOCATIONAL EDUCATION IDENTIFIERS - *NORTH DAKOTA; FUEL SYSTEMS

ABSTRACT - THIS COURSE OUTLINE IS ONE OF A SERIES DEVELOPED FOR USE BY STUDENTS ENROLLED IN AUTOMOTIVE MECHANICS COURSES IN NORTH DAKOTA'S VOCATIONAL PROGRAMS. THE GUIDE CENTERS AROUND FUEL SYSTEMS AND THEIR OPERATION AND CONTAINS A LISTING OF THE VARIOUS TASKS INVOLVED IN WORKING ON FUEL AND EMISSION SYSTEMS AS WELL AS INSTRUCTIONAL UNITS COVERING EACH OF THE 21 BLOCKS TO BE PRESENTED IN THIS PHASE OF THE COURSE. COMPOSING THE UNITS ARE: (1) A LISTING OF THE TOOLS AND REFERENCES NEEDED FOR THE ACTIVITY, (2) AN OUTLINE OF THE PROCEDURES TO BE FOLLOWED IN CARRYING OUT THE OPERATION, AND (3) RELATED INFORMATIONAL FACTS TO BE LEARNED IN ACCORDANCE WITH THE TOPICAL AREA UNDER STUDY. NUMBERS OF RELATED DOCUMENTS IN THE SERIES INCLUDE VT 100 404 - VT 100 406 AND VT 100 408 - VT 100 410. (SN)

VT 100 408
AUTO MECHANICS: BLOCK VI:
ELECTRICAL SYSTEMS.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK. MF AVAILABLE IN VT-ERIC SET. PUB DATE - ND 43P.

DESCRIPTORS - *AUTO MECHANICS; *ELECTRICAL SYSTEMS; *ELECTRICITY; *MOTOR VEHICLES; *TRADE AND INDUSTRIAL EDUCATION; AUTO MECHANICS (OCCUPATION); STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *NORTH DAKOTA

ABSTRACT - THIS GUIDE IS DESIGNED FOR WORK UNITS IN ELECTRICAL SYSTEMS OF AUTO MECHANICS CLASSES IN STATE AREA VOCATIONAL, TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. TWENTY JOB SHEETS PROVIDE COURSE CONTENT AND SUPPLEMENTARY MATERIAL FOR BATTERIES, STARTING SYSTEMS, GENERATORS, REGULATORS, SPARK PLUGS, AND DISTRIBUTORS OF MOTOR VEHICLES. EACH JOB SHEET CONTAINS EQUIPMENT NEEDED, REFERENCES, RELATED INFORMATION, AND PROCEDURES. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 404 - VT 100 407, VT 100 409, AND VT 100 410. (MU)

VT 100 409
AUTO MECHANICS: BLOCK VII: TUNE-UP AND TROUBLE SHOOTING.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NO 56P.

DESCRIPTORS - *AUTO MECHANICS;
*ELECTRICAL SYSTEMS; *ELECTRICITY;
*MOTOR VEHICLES; *TRADE AND INDUSTRIAL EDUCATION; AUTO MECHANICS (OCCUPATION); STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *NORTH DAKOTA

ABSTRACT - THIS UNIT IN TROUBLE SHOOTING IS DESIGNED FOR BEGINNING CLASSES IN AUTO MECHANICS IN THE STATE AREA VOCATIONAL, TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. JOB SHEETS PROVIDE COURSE CONTENT AND SUPPLEMENTARY MATERIAL FOR ENGINE TUNE-UPS AND FOR CHECKING AND ADJUSTING IGNITION AND FUEL SYSTEMS. EACH JOB SHEET CONTAINS A LIST OF EQUIPMENT AND MATERIAL NEEDED, REFERENCES, RELATED INFORMATION, AND PROCEDURES. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 404 - VT 100 408 AND VT 100 410. (MU)

VT 100 410
AUTO MECHANICS: BLOCK VIII: HEATING AND AIR CONDITIONING.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NO 52P.

DESCRIPTORS - *AIR CONDITIONING;
*AUTO MECHANICS; *HEATING; *MOTOR VEHICLES; *TRADE AND INDUSTRIAL EDUCATION; AIR CONDITIONING EQUIPMENT; AUTO MECHANICS (OCCUPATION); STATE CURRICULUM GUIDES; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *NORTH DAKOTA

ABSTRACT - THIS UNIT ON HEATING AND AIR CONDITIONING IS DESIGNED FOR A BEGINNING COURSE IN AUTO MECHANICS AT AREA VOCATIONAL, TRADE-TECHNICAL, AND INDUSTRIAL SCHOOLS OF NORTH DAKOTA. JOB SHEETS PROVIDE COURSE CONTENT AND SUPPLEMENTARY MATERIAL FOR SIX UNITS ON HEATERS FOR CARS AND 28 CONCERNING AIR CONDITIONING UNITS FOR CARS. THEY DEAL WITH CHECKING, ADJUSTING AND DIAGNOSING DIFFICULTIES WITHIN THE HEATING AND COOLING SYSTEMS, AND PROVIDE STEP-BY-STEP DIRECTIONS ON SERVICING THEM. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 404 - VT 100 409. (MU)

VT 100 411
ERICKSON, WILBUR A.
MACHINE SHOP WORKBOOK. PART I.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 137P. ALSO SEE VT 020459.

DESCRIPTORS - *APPRENTICESHIPS;
*INSTRUCTIONAL MATERIALS; *MACHINE TOOL OPERATORS; *MACHINISTS;
*WORKBOOKS

ABSTRACT - THIS WORKBOOK WAS DESIGNED FOR USE BY APPRENTICE MACHINISTS IN THE STATE OF CALIFORNIA AND CONTAINS THE FIRST PART OF THE COURSE CONTENT TO BE COVERED IN THE PROGRAM. GIVEN ARE: (1) A FOREWORD, (2) A PREFACE, (3) SIX UNITS OF STUDY, AND (4) A LIST OF INSTRUCTIONAL MATERIALS WHICH MAY BE USED IN STUDYING THE VARIOUS UNITS. SPECIFIC UNIT TITLES INCLUDE: (1) THE APPRENTICE AND HIS TRADE, (2) BASIC MATHEMATICS, (3) BENCHWORK, (4) BLUEPRINT READING, SKETCHING, AND DRAWING, (5) DRILL-PRESS WORK, AND (6) IRON, STEEL, AND NONFERROUS MATERIALS. (SN)

VT 100 412
MENCONI, JOSEPH W.
AUTO MECHANICS WORKBOOK. PART I.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 156P. FOR PART 2: SEE VT 020187

DESCRIPTORS - *APPRENTICESHIPS;
*AUTO MECHANICS; *INSTRUCTIONAL MATERIALS; *WORKBOOKS

ABSTRACT - THIS WORKBOOK WAS DEVELOPED FOR USE BY PERSONS ENROLLED IN CALIFORNIA'S AUTO MECHANICS APPRENTICESHIP TRAINING PROGRAMS AND REPRESENTS AN ACCUMULATION OF PART 1 OF THE

INFORMATION TO BE COVERED. SPECIFIC CONTENTS INCLUDE: (1) BEST COPY AVAILABLE TOPICAL UNITS, (2) A FOREWORD, (3) A PREFACE, AND (4) INSTRUCTIONAL MATERIALS TO BE USED IN STUDYING THE UNITS. TITLES OF THE UNITS ARE: (1) THE APPRENTICE AND HIS TRADE, (2) MATHEMATICS FOR AUTO MECHANICS, (3) TOOLS OF THE TRADE, (4) PETROLEUM-GENERAL LUBRICATION, (5) FRAMES, SPRINGS, AND SUSPENSION SYSTEMS, (6) TIRES, WHEELS, AND STEERING SYSTEMS, AND (7) BRAKES. (SN)

VT 100 413
AULD, WARREN J.; ULRICH, DUANE
MEATCUTTING WORKBOOK: PART I.

CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO. BUREAU OF INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 148P.

DESCRIPTORS - *APPRENTICESHIPS;
*INSTRUCTIONAL MATERIALS;
*WORKBOOKS
IDENTIFIERS - *MEATCUTTERS

ABSTRACT - THIS WORKBOOK WAS DESIGNED FOR USE BY APPRENTICE MEATCUTTERS IN THE STATE OF CALIFORNIA. CONTAINED IN IT ARE A FOREWORD, PREFACE, 8 TOPICAL UNITS, A GLOSSARY, AND SUGGESTED INSTRUCTIONAL MATERIALS. SPECIFIC CONTENTS OF THE UNITS INCLUDE: (1) THE APPRENTICE MEATCUTTER AND HIS TRADE, (2) APPLIED MATHEMATICS, (3) TOOLS AND EQUIPMENT, (4) WEIGHING, PACKAGING, AND MAKING CHANGE, (5) MEAT AND FISH AS FOODS, (6) MEAT FROM FARM TO TABLE, (7) INSPECTION, CLASSIFICATION, AND GRADING, AND (8) MEAT SALESMANSHIP. (SN)

VT 100 414
THAMES, CHARLIE, AND OTHERS
A GUIDE FOR TEACHING FORESTRY.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM COORDINATING UNIT.; MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGRICULTURE-PUB-1010
CURRICULUM COORDINATING UNIT,
MISSISSIPPI STATE UNIVERSITY, P.O.
DRAWER DX, MISSISSIPPI STATE, MS
39762 (\$1.00)
PUB DATE - 72 29P.

DESCRIPTORS - *AGRICULTURAL EDUCATION; *CURRICULUM GUIDES;
*FORESTRY; *TEACHING GUIDES;
GUIDES; INSTRUCTIONAL MATERIALS;
VOCATIONAL EDUCATION

ABSTRACT - THIS PUBLICATION WAS DEVELOPED TO AID TEACHERS OF AGRICULTURE IN PROVIDING

APPROPRIATE INSTRUCTION IN THE AREA OF FORESTRY. TO FACILITATE THIS, THE FOLLOWING ITEMS ARE INCLUDED IN THE CONTENTS: (1) AN OUTLINE OF SUGGESTED INSTRUCTIONAL CONTENT, (2) A LIST OF SUGGESTED LEARNING ACTIVITIES, AND (3) A LIST OF SUGGESTED REFERENCES. (SN)

VT 100 415
EICHELBERGER, A.E., AND OTHERS
A GUIDE FOR PLANNING INSTRUCTION FOR ADULTS IN AGRICULTURAL EDUCATION.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM COORDINATING UNIT.; MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGRICULTURE-PUB-1002
CURRICULUM COORDINATING UNIT,
MISSISSIPPI STATE UNIVERSITY, P.O.
DRAWER DX, MISSISSIPPI STATE, MS
39762 (\$1.00)
PUB DATE - 72 16P.

DESCRIPTORS - *ADULT VOCATIONAL EDUCATION; *AGRICULTURAL EDUCATION; *CURRICULUM DEVELOPMENT; *GUIDES; *PROGRAM PLANNING; ADULT PROGRAMS;
INSTRUCTIONAL DESIGN; PROGRAM DEVELOPMENT

ABSTRACT - THIS PUBLICATION WAS DEVELOPED TO FACILITATE THE PLANNING OF INSTRUCTION IN AGRICULTURAL EDUCATION. IN AN EFFORT TO DO THIS, THE FOLLOWING INFORMATIONAL TOPICS ARE PROVIDED: (1) GENERAL INFORMATION FOR PLANNING INSTRUCTION FOR ADULTS IN AGRICULTURAL EDUCATION, (2) AREAS OF PRIORITY FOR INSTRUCTION, (3) OBJECTIVES FOR ADULT PROGRAM, AND (4) UNITS AND RECORDS OF ADULT INSTRUCTION. (SN)

VT 100 416
EICHELBERGER, A.E., AND OTHERS
A GUIDE FOR PLANNING PROGRAMS IN AGRICULTURAL EDUCATION.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM COORDINATING UNIT.; MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGRICULTURE-PUB-1000
CURRICULUM COORDINATING UNIT,
MISSISSIPPI STATE UNIVERSITY, P.O.
DRAWER DX, MISSISSIPPI STATE, MS
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PUB DATE - 72 18P.

DESCRIPTORS - *AGRICULTURAL EDUCATION; *GUIDES; *PROGRAM DEVELOPMENT; *PROGRAM PLANNING;
VOCATIONAL EDUCATION

ABSTRACT - THIS PLANNING GUIDE WAS DEVELOPED TO ASSIST THOSE TEACHERS WHO ARE INTERESTED AND/OR ENGAGED IN SETTING UP AGRICULTURAL EDUCATION PROGRAMS IN THEIR SCHOOLS. CONTENTS OF THE GUIDE INCLUDE: (1) GENERAL INFORMATION FOR PLANNING AN AGRICULTURAL EDUCATION PROGRAM, (2) A SECTION FOR ENTERING THE NAMES OF ADVISORY COMMITTEE MEMBERS, AND (3) BASIC INFORMATION FOR PLANNING AN AGRICULTURAL EDUCATION PROGRAM. (SN)

VT 100 417
FARM EQUIPMENT SAFETY TEACHING KIT.

INTERNATIONAL HARVESTER CO.,
CHICAGO, ILL.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NO 69P.

DESCRIPTORS - *AGRICULTURAL SAFETY; *INSTRUCTIONAL MATERIALS; *MASTER PLANS; *SAFETY EDUCATION; AGRICULTURAL ENGINEERING; AGRICULTURAL MACHINERY; INSTRUCTIONAL AIDS; PROGRAMED INSTRUCTION; TEACHING GUIDES

ABSTRACT - THIS KIT WAS DEVELOPED TO GUIDE TEACHERS IN THE INSTRUCTION OF PROPER AND SAFE HANDLING OF FARM MACHINERY SO AS TO AID IN THE CURTAILMENT OF THE NUMBER OF FARM-RELATED ACCIDENTS WHICH OCCUR EACH YEAR. THE KIT CONTAINS FIVE UNITS, EACH DESIGNED TO CONCENTRATE ON SPECIFIC AREAS OF FARM EQUIPMENT AND SAFETY. MAJOR AREAS WITH WHICH THE UNITS DEAL INCLUDE: (1) GENERAL TRACTOR SAFETY, (2) AUGER AND CHAIN DRIVE SAFETY, (3) SAFETY PROBLEMS INVOLVED WITH FORAGE HARVEST MACHINES, (4) GRAIN AND COTTON HARVEST SAFETY, AND (5) GRAIN HANDLING PROBLEMS. TO BETTER FACILITATE INSTRUCTION, A SERIES OF QUESTIONS, PROBLEMS, CLASS ACTIVITIES, TRANSPARENCY MASTERS, AND REFERENCE MATERIALS ARE INCLUDED IN EACH UNIT. (SN)

VT 100 418
GUIDE FOR PATENT DRAFTSMEN:
SELECTED RULES OF PRACTICE
RELATING TO PATENT DRAWINGS.

PATENT OFFICE (DTC), WASHINGTON,
D.C.
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S.
GOVERNMENT PRINTING OFFICE,
WASHINGTON, D.C. 20402 (CAT. #
C21.14/2:078/971, \$.30)
PUB DATE - 71 19P.

DESCRIPTORS - *CRITERIA;
*DRAFTSMEN; *ENGINEERING GRAPHICS;
*GUIDES; DESIGNERS; DRAFTING;
SPECIFICATIONS
IDENTIFIERS - *PATENT DRAWING

BEST COPY AVAILABLE

ABSTRACT - THIS GUIDE WAS DEVELOPED FOR USE BY PATENT DRAFTSMEN AND CONTAINS RULES PERTAINING TO REQUIREMENTS ON SPECIFIC ASPECTS OF PATENT DRAWINGS. THE TOPICAL ITEMS FOR WHICH RULES ARE GIVEN INCLUDE: (1) DRAWINGS (WITH SPECIAL EMPHASIS ON DRAWINGS REQUIRED, CONTENT OF DRAWINGS, STANDARDS FOR DRAWINGS, INFORMAL DRAWINGS, DRAFTSMEN TO MAKE DRAWINGS, AND USE OF OLD DRAWINGS), (2) DESIGN PATENTS, AND (3) SYMBOLS FOR DRAFTSMEN. (SN)

VT 100 419
NEBRASKA CURRICULUM GUIDE FOR
AGRIBUSINESS AND NATURAL RESOURCES
OCCUPATIONS EDUCATION.

NEBRASKA STATE DEPT. OF EDUCATION,
LINCOLN, DIV. OF VOCATIONAL
EDUCATION; NEBRASKA UNIV.,
LINCOLN, DEPT. OF AGRICULTURAL
EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NO 139P.

DESCRIPTORS - *AGRICULTURAL
EDUCATION; *AGRICULTURAL
OCCUPATIONS; *CURRICULUM GUIDES;
AGRIBUSINESS; COURSE CONTENT;
OCCUPATIONAL GUIDANCE; VOCATIONAL
EDUCATION
IDENTIFIERS - *NEBRASKA

ABSTRACT - THIS CURRICULUM GUIDE WAS DEVELOPED FOR USE IN SECONDARY AGRICULTURAL-ORIENTED VOCATIONAL AND TECHNICAL EDUCATION PROGRAMS IN THE STATE OF NEBRASKA. THE MAJOR PURPOSE OF THE GUIDE IS TO FACILITATE THE INSTRUCTION OF PUPILS ENROLLED IN AGRIBUSINESS AND NATURAL RESOURCES OCCUPATIONS EDUCATION COURSES. INCLUDED ARE: (1) MAJOR PROGRAM OBJECTIVES, (2) A MODEL OF A TOTAL VOCATIONAL AGRICULTURE PROGRAM, AND (3) SPECIFICS ON HOW TO USE THE CURRICULUM IN THE TWELVE AREAS OUTLINED. TOPICS OF THE AREAS TO BE EXPLORED ARE: (1) AGRICULTURAL OCCUPATIONS, (2) ANIMAL SCIENCE, (3) CROP AND SOIL SCIENCE, (4) AGRICULTURAL MECHANICS, (5) AGRICULTURAL MARKETING AND MANAGEMENT, (6) SMALL ANIMALS AND PETS, (7) SUPERVISED EXPERIENCE PROGRAMS, (8) HORTICULTURE, (9) ECOLOGY, (10) COOPERATIVE EDUCATION PROGRAMS IN AGRICULTURAL OCCUPATIONS, (11) THE FUTURE FARMERS OF AMERICA, AND (12) CONTINUING EDUCATION. (SN)

VT 100 420
FLOOR COVERING WORKBOOK: PART 2:
CARPETING.

CALIFORNIA STATE DEPT. OF
EDUCATION, SACRAMENTO. BUREAU OF
INDUSTRIAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.

PUB DATE - 72 121P.

DESCRIPTORS - *APPRENTICE SHOPS;
*CARPETING; *FLOOR LAYERS;
*TRAINEES; *WORKBOOKS;
INSTRUCTIONAL MATERIALS

ABSTRACT - THIS WORKBOOK WAS DEVELOPED TO PROVIDE APPRENTICE FLOOR COVERING TRAINEES IN THE STATE OF CALIFORNIA WITH THE NECESSARY INFORMATION TO MEET THE TECHNICAL DEMANDS OF THE CARPETING TRADE. TITLES OF THE INSTRUCTIONAL UNITS TO BE EXPLORED ARE: (1) INTRODUCTION TO THE TRADE, (2) MATERIALS OF THE INDUSTRY, (3) TOOLS OF THE TRADE, (4) CARPET PREPARATION, AND (5) CARPET INSTALLATION. A GLOSSARY AND LISTING OF INSTRUCTIONAL MATERIALS ARE INCLUDED AS WELL AS STUDY GUIDES FOR EACH OF THE UNITS PRESENTED. (AUTHOR/SN)

VT 100 421
HIGH SCHOOL DRIVER AND TRAFFIC SAFETY EDUCATION IN THE STATE OF ARIZONA. ADMINISTRATIVE RESOURCE GUIDE.

ARIZONA STATE DEPT. OF EDUCATION,
PHOENIX.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 63P.

DESCRIPTORS - *ADMINISTRATOR
GUIDES; *DRIVER EDUCATION;
*RESOURCE GUIDES; *TRAFFIC SAFETY;
RESOURCE MATERIALS; SECONDARY
GRADES
IDENTIFIERS - *ARIZONA

ABSTRACT - THIS RESOURCE GUIDE IS DESIGNED TO INTRODUCE THE NEWLY AUTHORIZED OFFICIAL APPROVAL PROGRAM FOR HIGH SCHOOL DRIVER EDUCATION IN THE STATE OF ARIZONA AND TO ASSIST SCHOOL ADMINISTRATORS AND DRIVER AND SAFETY EDUCATORS IN THE DEVELOPMENT, EXPANSION, AND FURTHER IMPROVEMENT OF DRIVER EDUCATION PROGRAMS ALREADY OPERATING IN THEIR SCHOOLS. IN ADDITION TO THE OFFICIAL APPROVAL PROGRAM ENCLOSURE PROVIDED ARE INFORMATIONAL TIPS ON INSTRUCTION AND PLANNING OF DRIVER SAFETY EDUCATION PROGRAMS AS WELL AS APPENDIXES LISTING INSTRUCTIONAL AND BIBLIOGRAPHICAL RESOURCES. (AUTHOR/SN)

VT 100 422
HOMEMAKING IN THE MIDDLE SCHOOL.

PERRY TOWNSHIP METROPOLITAN SCHOOL DISTRICT, INDIANAPOLIS, IND.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - SEPT 71 17P.

DESCRIPTORS - *CURRICULUM GUIDES;
*HOME ECONOMICS EDUCATION;
*HOMEMAKING EDUCATION; *MIDDLE

BEST COPY AVAILABLE SCHOOLS; COURSE CONTENT;
HOMEMAKING SKILLS
IDENTIFIERS - *INDIANA

ABSTRACT - THIS CURRICULUM GUIDE OUTLINES THE HOMEMAKING PROGRAM FOR GRADES 6, 7, AND 8 IN INDIANA'S METROPOLITAN SCHOOL DISTRICT OF PERRY TOWNSHIP. INCLUDED ARE: (1) THE MIDDLE SCHOOL PHILOSOPHY, (2) GENERAL OBJECTIVES OF THE PROGRAM, (3) A RECOMMENDED TIME SCHEDULE FOR HOMEMAKING COURSES, AND (4) SPECIFIC OBJECTIVES AND COURSE CONTENT FOR THE HOMEMAKING COURSES TO BE TAUGHT AT THE MIDDLE SCHOOL LEVEL. THE COURSES GIVEN (ACCORDING TO THEIR RESPECTIVE GRADES) ARE: (1) SIXTH GRADE CLOTHING AND FOODS, (2) SEVENTH GRADE FOODS AND NUTRITION, CHILD CARE, GROOMING, AND BOYS' HOMEMAKING, AND (3) EIGHTH GRADE GIRLS' HOUSING AND CONSUMER EDUCATION, AND CLOTHING FOR BOYS AND GIRLS. (SN)

VT 100 423
LEE, JASPER S., AND OTHERS
A GUIDE FOR TEACHING AGRICULTURAL SUPPLIES/SERVICES.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM COORDINATING UNIT.; MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGRICULTURE-PUB-1005
CURRICULUM COORDINATING UNIT,
MISSISSIPPI STATE UNIVERSITY, P.O.
DRAWER DX, MISSISSIPPI STATE, MS
39762 (\$1.00)
PUB DATE - 72 37P.

DESCRIPTORS - *AGRICULTURAL
EDUCATION; *AGRICULTURAL SUPPLIES;
*TEACHING GUIDES; COURSE CONTENT;
VOCATIONAL EDUCATION

ABSTRACT - THIS PUBLICATION WAS DEVELOPED TO ASSIST TEACHERS OF AGRICULTURE IN PROVIDING APPROPRIATE INSTRUCTION IN AGRICULTURAL SUPPLIES AND SERVICES. TO FACILITATE THIS EFFORT, THE FOLLOWING CONTENTS ARE INCLUDED: (1) AN OUTLINE OF SUGGESTED INSTRUCTIONAL CONTENT, (2) A LIST OF SUGGESTED LEARNING ACTIVITIES FOR PUPILS, AND (3) A LIST OF SUGGESTED REFERENCES AND INSTRUCTIONAL RESOURCES. (AUTHOR/SN)

VT 100 424
THAMES, CHARLIE, AND OTHERS
A GUIDE FOR TEACHING AGRICULTURAL PRODUCTION.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM COORDINATING UNIT.; MISSISSIPPI STATE DEPT. OF

EDUCATION, JACKSON, DIV. OF
VOCATIONAL AND TECHNICAL
EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGRICULTURE-PUB-1004
CURRICULUM COORDINATING UNIT,
MISSISSIPPI STATE UNIVERSITY, P.O.
DRAWER DX, MISSISSIPPI STATE, MS
39762 (\$1.00)
PUB DATE - 72 37P.

DESCRIPTORS - *AGRICULTURAL
EDUCATION; *AGRICULTURAL
PRODUCTION; *CURRICULUM GUIDES;
*TEACHING GUIDES; INSTRUCTIONAL
MATERIALS; VOCATIONAL EDUCATION

ABSTRACT - THIS GUIDE WAS
DEVELOPED TO ASSIST TEACHERS OF
AGRICULTURAL PRODUCTION IN THEIR
INSTRUCTIONAL EFFORTS. INCLUDED IN
IT ARE: (1) A STATEMENT OF
PURPOSE, (2) A LIST OF THE
OBJECTIVES TO BE ACHIEVED, (3) AN
EXPLANATION OF THE CODING SYSTEM
USED FOR CLASSIFYING AGRICULTURAL
PRODUCTION, (4) AN OUTLINE
DENOTING THE INSTRUCTIONAL UNITS
CONTAINED, AND (5) SUGGESTED
RANGES OF TIME FOR INSTRUCTION. A
LIST OF STUDENT ACTIVITIES AND
SUGGESTED REFERENCES ARE GIVEN FOR
EACH OF THE TOPICS PRESENTED. (SN)

VT 100 425
ROBBINS, R.B., AND OTHERS
A GUIDE FOR TEACHING BASIC
AGRICULTURE.

MISSISSIPPI STATE UNIV., STATE
COLLEGE, CURRICULUM COORDINATING
UNIT.; MISSISSIPPI STATE DEPT. OF
EDUCATION, JACKSON, DIV. OF
VOCATIONAL AND TECHNICAL
EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGRICULTURE-PUB-1003
CURRICULUM COORDINATING UNIT,
MISSISSIPPI STATE UNIVERSITY, P.O.
DRAWER DX, MISSISSIPPI STATE, MS
39762 (\$1.00)
PUB DATE - 72 35P.

DESCRIPTORS - *AGRICULTURAL
EDUCATION; *AGRICULTURE;
*CURRICULUM GUIDES; *TEACHING
GUIDES; INSTRUCTIONAL MATERIALS;
VOCATIONAL EDUCATION

ABSTRACT - THIS GUIDE WAS
DEVELOPED TO AID IN THE
FACILITATION OF INSTRUCTION IN
BASIC AGRICULTURE. INCLUDED IN ITS
CONTENTS ARE: (1) A STATEMENT OF
PURPOSE, (2) A LIST OF THE
OBJECTIVES TO BE ACCOMPLISHED, (3)
A BRIEF EXPLANATION OF THE SYSTEM
USED FOR CODING BASIC AGRICULTURE,
(4) AN INSTRUCTIONAL OUTLINE
DENOTING THE TEN TOPICS TO BE
PRESENTED, AND (5) SUGGESTED
RANGES OF TIME FOR INSTRUCTION. A
LIST OF STUDENT ACTIVITIES AND
SUGGESTED REFERENCES ARE GIVEN FOR
EACH OF THE TOPICS PRESENTED. (SN)

VT 100 426
BROWN, RONALD A.
A GUIDE FOR TEACHING ORNAMENTAL
HORTICULTURE.

MISSISSIPPI STATE UNIV., STATE
COLLEGE, CURRICULUM COORDINATING
UNIT.; MISSISSIPPI STATE DEPT. OF
EDUCATION, JACKSON, DIV. OF
VOCATIONAL AND TECHNICAL
EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGRICULTURE-PUB-1008
CURRICULUM COORDINATING UNIT,
MISSISSIPPI STATE UNIVERSITY, P.O.
DRAWER DX, MISSISSIPPI STATE, MS
39762 (\$1.00)
PUB DATE - 72 36P.

DESCRIPTORS - *FLORICULTURE;
*HORTICULTURE; *ORNAMENTAL
HORTICULTURE; *PLANT SCIENCE;
*TEACHING GUIDES; AGRONOMY;
VOCATIONAL AGRICULTURE

ABSTRACT - THE INSTRUCTION
OUTLINED IN THIS GUIDE IS DESIGNED
TO ASSIST IN THE TEACHING OF
ORNAMENTAL HORTICULTURE. CONTENTS
INCLUDE: (1) A STATEMENT OF
PURPOSE, (2) A LIST OF THE GENERAL
COURSE OBJECTIVES, (3) SUGGESTED
RANGES OF TIME FOR INSTRUCTION,
AND (4) A TOTAL OF 16 TOPICAL
UNITS COVERING AREAS RANGING FROM
OCCUPATIONAL OPPORTUNITIES IN
ORNAMENTAL HORTICULTURE TO PLANT
SCIENCE AND HOW TO SECURE AND
MAINTAIN A JOB AND/OR BUSINESS IN
THE FIELD. IN ADDITION, SUGGESTED
LEARNING ACTIVITIES AND REFERENCES
ARE GIVEN FOR EACH OF THE UNIT
PRESENTED. (SN)

VT 100 427
BROWN, RONALD A., AND OTHERS
A GUIDE FOR TEACHING AGRICULTURAL
MECHANICS.

MISSISSIPPI STATE UNIV., STATE
COLLEGE, CURRICULUM COORDINATING
UNIT.; MISSISSIPPI STATE DEPT. OF
EDUCATION, JACKSON, DIV. OF
VOCATIONAL AND TECHNICAL
EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGRICULTURE-PUB-1006
CURRICULUM COORDINATING UNIT,
MISSISSIPPI STATE UNIVERSITY, P.O.
DRAWER DX, MISSISSIPPI STATE, MS
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PUB DATE - 72 44P.

DESCRIPTORS - *AGRICULTURAL
EDUCATION; *AGRICULTURAL
ENGINEERING; *AGRICULTURE;
*CURRICULUM GUIDES; *TEACHING
GUIDES; VOCATIONAL EDUCATION

ABSTRACT - THE INSTRUCTION
OUTLINED IN THIS GUIDE IS DESIGNED
TO DEVELOP A BROAD BASE OF
COMPETENCIES IN ALL AREAS OF
AGRICULTURAL MECHANICS. (SN)

INCREASE ITS EFFECTIVENESS, IT IS SUGGESTED THAT THE GUIDE BE USED ALONG WITH THE BOOK, AGRICULTURAL MECHANICS INSTRUCTION IN SECONDARY SCHOOLS. IN ADDITION TO THE 16 TOPICS AND SUGGESTED LEARNING ACTIVITIES AND REFERENCES PRESENTED, ARE STATEMENTS OF PURPOSE AND OBJECTIVES AS WELL AS SUGGESTED RANGES OF TIME FOR INSTRUCTION. (AUTHOR/SN)

VT 100 428
ROBBINS, B. B., AND OTHERS
A GUIDE FOR TEACHING AGRICULTURAL RESOURCES.

MISSISSIPPI STATE UNIV., STATE COLLEGE, CURRICULUM COORDINATING UNIT.; MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON, DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
AGRICULTURE-PUR-1009
CURRICULUM COORDINATING UNIT,
MISSISSIPPI STATE UNIVERSITY, P.O.
DRAWER DX, MISSISSIPPI STATE, MS
39762 (\$1.00)
PUB DATE - 72 35P.

DESCRIPTORS - *AGRICULTURE;
*CONSERVATION EDUCATION; *NATURAL RESOURCES; *TEACHING GUIDES;
*WILDLIFE MANAGEMENT; CURRICULUM GUIDES; FORESTRY; SOIL CONSERVATION

ABSTRACT - THIS GUIDE WAS DEVELOPED TO FACILITATE THE IMPROVEMENT OF INSTRUCTION IN THE AREA OF AGRICULTURAL RESOURCES AND THEIR MAINTENANCE. INCLUDED ARE SOME 16 TOPICAL UNITS AND SUGGESTED LEARNING ACTIVITIES AND REFERENCES FOR EACH AS WELL AS A STATEMENT OF PURPOSE, A LISTING OF THE OBJECTIVES TO BE ACCOMPLISHED, AND SUGGESTED RANGES OF TIME FOR INSTRUCTION. (SN)

VT 100 429
CURRICULUM BASED UNIT PLANS: K-6.
COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT.

MUSKEGON PUBLIC SCHOOLS, MICH.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 274P.

DESCRIPTORS - *CAREER EDUCATION;
*INTEGRATED CURRICULUM;
*OCCUPATIONAL INFORMATION;
*TEACHING GUIDES; *UNITS OF STUDY (SUBJECT FIELDS); CLASSROOM ACTIVITIES; ELEMENTARY GRADES; OCCUPATIONAL CLUSTERS
IDENTIFIERS - *MUSKEGON PUBLIC SCHOOLS

ABSTRACT - THESE UNITS OF INSTRUCTION CONTAIN TEACHING GUIDES FOR GRADES 2-6 WHICH INTEGRATE CAREER EDUCATION CONCEPTS INTO THE EXISTING SCHOOL

CURRICULUM IN THE MUSKEGON PUBLIC SCHOOLS. COLOR-KEYED BY GRADE LEVEL. EACH UNIT CONTAINS A 5-COLUMN GUIDE DETAILING THE CONCEPTS, OBJECTIVES, CLASSROOM ACTIVITIES, RESOURCE MATERIALS, AND EVALUATIONS FOR AN OCCUPATIONAL CLUSTER. THE MATERIAL FOR EACH GRADE LEVEL IS INTRODUCED BY A LISTING OF THE UNITS WITH TEXT AND CHAPTER REFERENCES. (AUTHOR/MU)

VT 100 430
CURRICULUM BASED UNIT PLANS: 7-9.
COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT.

MUSKEGON PUBLIC SCHOOLS, MICH.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 390P.

DESCRIPTORS - *CAREER EDUCATION;
*INTEGRATED CURRICULUM;
*OCCUPATIONAL INFORMATION;
*TEACHING GUIDES; *UNITS OF STUDY (SUBJECT FIELDS); CLASSROOM ACTIVITIES; OCCUPATIONAL CLUSTERS; SECONDARY GRADES
IDENTIFIERS - *MUSKEGON PUBLIC SCHOOLS

ABSTRACT - THESE UNITS OF INSTRUCTIONAL MATERIALS PROVIDE TEACHING GUIDES FOR GRADES 7-9 TO INTRODUCE CAREER EXPLORATION TO JUNIOR HIGH SCHOOL STUDENTS IN THE MUSKEGON PUBLIC SCHOOLS. EACH UNIT CONTAINS A 5-COLUMN TEACHING GUIDE DETAILING THE CONCEPTS, PERFORMANCE OBJECTIVES, CLASSROOM ACTIVITIES, RESOURCE MATERIALS, AND EVALUATION DEVICES FOR AN OCCUPATIONAL CLUSTER. THE CONTENTS OF THE CURRICULUM INCLUDE UNITS IN CLOTHING, GEOGRAPHY, MATHEMATICS, AND PHYSICAL EDUCATION FOR GRADE 7, UNITS IN ENGLISH, HOME ECONOMICS, INDUSTRIAL ARTS, AND SCIENCE FOR GRADE 8, AND ENGLISH FOR GRADE 9. (MU)

VT 100 431
OPERATION SAFETY: A MULTI-VEHICLE LABORATORY CONTINUOUS PROGRESS PROGRAM FOR TRAFFIC EDUCATION.

SAINT BERNARD PARISH SCHOOLS,
CHALMETTE, LA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - APR 72 407P.

DESCRIPTORS - *DRIVER EDUCATION;
*INDIVIDUALIZED CURRICULUM;
*SIMULATION; *TRAFFIC SAFETY;
*VEHICULAR TRAFFIC; LARGE GROUP INSTRUCTION; MOTOR VEHICLES; SIMULATORS; SMALL GROUP INSTRUCTION
IDENTIFIERS - *ST BERNARD PARISH SCHOOLS

ABSTRACT - THIS DRIVER EDUCATION CURRICULUM AND TEACHING GUIDE IS THE RESULT OF A SUMMER WORKSHOP

FOR THE USE OF ST. BERNARD PARISH SCHOOLS. BEHAVIORAL OBJECTIVES DEFINE THE CONTENT AND THE SEQUENCE OF SUBJECT MATTER FOR INDIVIDUAL INSTRUCTION AS WELL AS FOR SMALL AND LARGE GROUPS. THE RESULT IS A COMPREHENSIVE COURSE PROVIDING AN INTERRELATED SEQUENTIAL SYSTEMS APPROACH TO DIVERSIFIED STUDIES AND USE OF THE SIMULATION LABORATORY, MULTI-VEHICLE LABORATORY, AND TRAFFIC ENVIRONMENT. CONTENTS INCLUDE: (1) AN INTRODUCTION TO THE PROGRAM, (2) INSTRUCTIONAL PERFORMANCE CURRICULUM--DIVERSIFIED STUDIES, AND (3) INSTRUCTIONAL PERFORMANCE CURRICULUM--SIMULATION LABORATORY, MULTI-VEHICLE LABORATORY, AND TRAFFIC ENVIRONMENT. A 2-COLUMN FORMAT FOR THE TEACHING GUIDE PROVIDES INSTRUCTIONAL MATERIAL, EPISODE ACTIVITIES, AND CONTENT OUTLINE. AN APPENDIX CONTAINS MAPS FOR THE MULTI-VEHICLE LABORATORY. (AUTHOR/MU)

VT 100 432

A COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT FOR THE SCHOOL DISTRICTS OF MUSKEGON AND MUSKEGON HEIGHTS, MICHIGAN.

MUSKEGON PUBLIC SCHOOLS, MICH.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 31P.

DESCRIPTORS - *CAREER EDUCATION;
*EDUCATIONAL OBJECTIVES;
*EDUCATIONAL PLANNING;
*EDUCATIONAL PROGRAMS;
*OCCUPATIONAL CLUSTERS; CURRICULUM
PLANNING; VOCATIONAL EDUCATION
IDENTIFIERS - *MUSKEGON PUBLIC
SCHOOLS

ABSTRACT - AN ECONOMIC, GEOGRAPHIC, AND DEMOGRAPHIC HISTORY OF THE AREA INTRODUCES THE EDUCATIONAL PROBLEMS THAT HAVE LEAD TO THE PILOT PROGRAM OF CAREER EDUCATION FOR GRADES K-12 IN THE MUSKEGON PUBLIC SCHOOLS. THE MAIN CONCEPTS WHICH CONSTITUTE THE BASE FOR THE COMPREHENSIVE CAREER EDUCATION DEVELOPMENT PROJECT (CEEDP) ARE: (1) THE INTEGRATION OF CAREER EDUCATION INTO THE REGULAR INSTRUCTIONAL PROGRAM IN GRADES K-12, (2) THE CONCEPT OF THE REGULAR INSTRUCTIONAL PROGRAM AS A SIGNIFICANT ROLE IN OCCUPATIONAL GUIDANCE, AND (3) A REEVALUATION OF THE EXISTING VOCATIONAL SERVICES AT THE SECONDARY LEVEL. THE MUSKEGON MODEL DIVIDES THE SYSTEM INTO THREE MAJOR LEVELS OF ACTIVITY, CAREER AWARENESS, ANALYSIS, AND ACTION, AND ON A 12 X 3 MATRIX DEFINES GOALS FOR EACH INSTRUCTIONAL LEVEL. THE MODEL BY TEN-CLUSTER PLAN USED AS AN APPROACH PROVIDES THE PARAMETERS FOR THE DEVELOPMENT OF

OCCUPATIONALLY-ORIENTED UNITS OF PERFORMANCE-BASED CLASSROOM ACTIVITY. THEY ARE: (1) BUILDING CONSTRUCTION AND MAINTENANCE, (2) BUSINESS AND COMMERCE, (3) COMMUNICATIONS, (4) EXTRACTIVE INDUSTRIES, (5) HEALTH AND PERSONAL SERVICES, (6) MARINE INDUSTRIES, (7) MECHANICS AND METALWORKING, (8) PROTECTIVE SERVICES, (9) SPECIAL TECHNOLOGIES, AND (10) TEXTILES AND LEATHER. (AUTHOR/MU)

VT 100 433

RESOURCE GUIDE: K-12.
COMPREHENSIVE CAREER EDUCATION
DEVELOPMENT PROJECT.

MUSKEGON PUBLIC SCHOOLS, MICH.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 60P.

DESCRIPTORS - *BIBLIOGRAPHIES;
*CAREER EDUCATION; *DIRECTORIES;
*RESOURCE GUIDES; *RESOURCE
MATERIALS
IDENTIFIERS - *MUSKEGON PUBLIC
SCHOOLS

ABSTRACT - THIS RESOURCE GUIDE CONTAINS A DIRECTORY OF SOURCES OF FREE PRINTED MATERIALS, CATALOGS, AND A LISTING OF CURRICULUM MATERIALS PURCHASED FOR THE SCHOOLS OF MUSKEGON AND MUSKEGON HEIGHTS, MICHIGAN. THEY ARE INTENDED TO BE USED TO ASSIST SCHOOL PERSONNEL IN ESTABLISHING CONTACT WITH PRIVATE, PUBLIC, COMMERCIAL, INDUSTRIAL, AND EDUCATION-ORIENTED INFORMATIONAL AGENCIES. REFERENCES INCLUDED IN THE GUIDE ARE DESIGNED TO PROVIDE A SELECTED SAMPLE OF AVAILABLE CAREER INFORMATION AND TO IDENTIFY CURRICULUM MATERIALS PRESENTLY BEING USED BY MUSKEGON TO PROVIDE CAREER INFORMATION FOR STUDENTS, PARENTS, TEACHERS, AND COUNSELORS. (AUTHOR/MU)

VT 100 434

SWANN, ALLEN F., AND OTHERS
GUIDE TO BUSINESS EDUCATION:
GRADES 9-12.

WARWICK SCHOOL DEPT., R.I.
MF AVAILABLE IN VT-ERIC SET.
CURRICULUM OFFICE, WARWICK SCHOOL
DEPT., 24 WARWICK LAKE AVE.,
WARWICK, RI 02889
PUB DATE - SEP 71 186P.

DESCRIPTORS - *BUSINESS EDUCATION;
*BUSINESS SUBJECTS; *COURSE
CONTENT; *CURRICULUM GUIDES;
*PROGRAM CONTENT; EDUCATIONAL
PROGRAMS; GUIDES; SECONDARY GRADES

ABSTRACT - DEVELOPED PRIMARILY FOR TEACHERS, COUNSELORS, AND ADMINISTRATORS AT THE SECONDARY LEVEL, THIS GUIDE IS INTENDED TO CREATE A BROADER UNDERSTANDING OF

BEST COPY AVAILABLE

THE BUSINESS EDUCATION PROGRAM CURRENTLY OPERATING IN THE PUBLIC SCHOOLS OF WARWICK, RHODE ISLAND. INCLUDED IN IT ARE: (1) AN INTRODUCTION, (2) A STATEMENT OF THE PHILOSOPHY OF BUSINESS EDUCATION, (3) A LIST OF THE GENERAL OBJECTIVES OF THE BUSINESS CURRICULUM, (4) A LIST OF THE PROGRAMS OF STUDY AVAILABLE IN BUSINESS EDUCATION, AND (5) A LIST OF THE COURSES COMPRISING THE CURRICULUM AS WELL AS COURSE OUTLINES FOR EACH. (SN)

VT 100 435

POWELL, G.G., JR.; WALKER, G.W.
AGRICULTURAL MECHANICS INSTRUCTION
IN SECONDARY SCHOOLS IN
MISSISSIPPI. THE LABORATORY-WORK
AREA APPROACH.

MISSISSIPPI STATE UNIV., STATE
COLLEGE, DEPT. OF AGRICULTURAL
EDUCATION; MISSISSIPPI STATE
DEPT. OF EDUCATION, JACKSON, DIV.
OF VOCATIONAL AND TECHNICAL
EDUCATION.

MF AVAILABLE IN VT-ERIC SET.
CURRICULUM COORDINATING UNIT,
MISSISSIPPI STATE UNIVERSITY, P.O.
DRAWER 0X, MISSISSIPPI STATE, MS
39762 (\$2.00)
PUB DATE - 73 54P. REVISED
EDITION.

DESCRIPTORS - *AGRICULTURAL
ENGINEERING; *EDUCATIONAL
STRATEGIES; *INSTRUCTIONAL
INNOVATION; *TRAINING
LABORATORIES; *VOCATIONAL
AGRICULTURE; GUIDES; INSTRUCTIONAL
IMPROVEMENT; INSTRUCTIONAL
TECHNOLOGY; LABORATORY EQUIPMENT;
SECONDARY GRADES; TEACHING METHODS

ABSTRACT - THIS PUBLICATION
PROVIDES INSTRUCTIONS FOR
ORGANIZING LABORATORY WORK AREAS
FOR USE IN THE TEACHING OF
AGRICULTURAL MECHANICS.
INSTRUCTIONAL AREAS FOR WHICH
SUGGESTED TOOLS, EQUIPMENT, AND
MATERIALS LISTS ARE PRESENTED
INCLUDE: (1) FARM POWER AND
MACHINERY, (2) FARM BUILDING AND
STRUCTURES, (3) ELECTRICITY, (4)
WELDING, (5) CONCRETE AND MASONRY,
(6) PLUMBING, (7) METAL, AND (8)
TOOL FITTING. AN APPENDIX LISTING
THE STATE APPROVED TOOLS AND
EQUIPMENT WITH SPECIFICATIONS FOR
VOCATIONAL AGRICULTURE DEPARTMENTS
IN MISSISSIPPI IS GIVEN. (SN)

VT 100 436

HOMEMAKING: GETTING IT TOGETHER.
HOME ECONOMICS, LEVEL II.

ELIZABETH PUBLIC SCHOOLS, N.J.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL 71 79P.

DESCRIPTORS - *HOME ECONOMICS;
*HOME ECONOMICS SKILLS;

*HOMEMAKING SKILLS; *SELF CARE
SKILLS; *SELF CONCEPT; CHILD CARE;
FOODS INSTRUCTION; SEWING
INSTRUCTION

ABSTRACT - THIS STUDY GUIDE FOR
THE SECOND TERM COURSE IN HOME
ECONOMICS CLASSES PROVIDES THE
STUDENT WITH RECORDS OF DAILY
PROGRESS, ACTIVITIES IN AND OUT OF
THE CLASSROOM, AND A GENERAL
ORGANIZATIONAL PLAN OF THE COURSE.
SECTIONS ON SELF, HOMEMAKING,
SEWING, CHILD CARE, AND NUTRITION
AND COOKING INCLUDE SUBJECT MATTER
INFORMATION, WORKSHEETS, PROGRESS
REPORTS, AND VOCABULARY LISTS. A
RELATED DOCUMENT FOR THE BEGINNING
STUDENT IS AVAILABLE AS VT 100
437. (MU)

VT 100 437

HOMEMAKING: GETTING IT TOGETHER.
HOME ECONOMICS, LEVEL I.

ELIZABETH PUBLIC SCHOOLS, N.J.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL 71 98P.

DESCRIPTORS - *HOME ECONOMICS;
*HOME ECONOMICS SKILLS;
*HOMEMAKING SKILLS; *SELF CARE
SKILLS; *SELF CONCEPT; CHILD CARE;
FOODS INSTRUCTION; SEWING
INSTRUCTION

ABSTRACT - THIS STUDY GUIDE FOR
THE BEGINNER IN HOME ECONOMICS
CLASSES PROVIDES THE STUDENT WITH
DAILY RECORDS OF PROGRESS,
ACTIVITIES IN THE CLASSROOM AND AT
HOME, AND A GENERAL ORGANIZATIONAL
PLAN OF THE COURSE. SECTIONS ON
SELF CONCEPT, HOMEMAKING, SEWING,
CHILD CARE, AND NUTRITION AND
COOKING INCLUDE SUBJECT MATTER
INFORMATION, PROGRESS REPORTS,
WORKSHEETS, AND VOCABULARY LISTS.
A RELATED DOCUMENT FOR MORE
ADVANCED STUDENTS IS AVAILABLE AS
VT 100 436. (MU)

VT 100 438

JOB CORPS TRAINING STANDARD FOR
SMALL GAS ENGINE REPAIR, D.O.T.
CODE 625.281.

MANPOWER ADMINISTRATION (DOL).
WASHINGTON, D.C. JOB CORPS.
MF AVAILABLE IN VT-ERIC SET.
DOL/JOB-CORPS-HDBK-440.64
PUB DATE - AUG 69 19P.

DESCRIPTORS - *ENGINES; *JOB
SKILLS; *MACHINE REPAIRMEN;
*STANDARDS; *TRADE AND INDUSTRIAL
EDUCATION; EVALUATION CRITERIA
IDENTIFIERS - *JOB CORPS

ABSTRACT - THIS MANUAL CONTAINS
THE REQUIREMENTS FOR A JOB CORP
MEMBER TO MEET IN ORDER TO RANK AS
A GASOLINE ENGINE REPAIRMAN.
GENERAL TASKS AND KNOWLEDGE NEEDED
FOR SUCCESSFUL PERFORMANCE OF

DUTIES ARE ITEMIZED ON A 13-PAGE CHECK SHEET FOR THE USE OF THE CORPSMEMBER AND THE INSTRUCTOR. ITEMS ARE CLASSIFIED AS: (1) SAFETY, (2) GENERAL, (3) IGNITION SYSTEM, (4) CARBURETION, (5) VALVE TRAIN, (6) ENGINE REPAIR, (7) LUBRICATION SYSTEM, AND (8) COMMON ENGINE-RELATED REPAIRS. GENERAL EDUCATION LEVEL RANKINGS INCLUDE SKILLS IN READING, MATHEMATICS, LANGUAGE, HANDWRITING, SPEAKING, AND SOCIAL/ATTITUDINAL ACHIEVEMENTS. (MU)

VT 100 439
RIMLAND, ANN HOPE
CURRICULUM GUIDE FOR OFFICE PRACTICE.

CHICAGO BOARD OF EDUCATION, ILL.
IF AVAILABLE IN VT-ERIC SET.
BOARD OF EDUCATION OF THE CITY OF CHICAGO, 228 N. LASALLE ST., CHICAGO, IL 60601 (\$1.50)
PUB DATE - 72 27P.

DESCRIPTORS - *OFFICE OCCUPATIONS;
*OFFICE OCCUPATIONS EDUCATION;
*OFFICE PRACTICE; *TEACHING GUIDES; CLERICAL WORKERS; SECONDARY GRADES; VOCATIONAL EDUCATION
IDENTIFIERS - *CHICAGO PUBLIC SCHOOLS

ABSTRACT - THIS GUIDE IS DESIGNED FOR CHICAGO SCHOOLS FOR USE BY TEACHERS AS A BASIC PLAN FOR WORK IN AN OFFICE PRACTICE CLASS THAT MEETS A DOUBLE PERIOD OF 80 MINUTES PER DAY. THE TEACHER MAY ENRICH OR SIMPLIFY EACH UNIT AS THE NEEDS AND INTERESTS OF THE CLASS DICTATE. GENERAL COURSE OBJECTIVES LIST SOCIAL AND ECONOMIC OBJECTIVES AND SKILLS AND COMPETENCIES. CONTENTS INCLUDE OBJECTIVES, SUBJECT MATTER, SUGGESTIONS TO THE TEACHER, CLASSROOM ACTIVITIES, AND REFERENCES FOR THESE FIVE UNITS: (1) ORIENTATION AND ORGANIZATION, (2) FILING, (3) MACHINE TRANSCRIPTION, (4) DUPLICATING, AND (5) COMPUTING MACHINES. (AUTHOR/MU)

VT 100 440
A VOCATIONAL TEACHER EDUCATION MODULE. V. ED. VI-1. IN-SERVICE DEVELOPMENT OF PRACTICAL ARTS AND VOCATIONAL EDUCATION. TENTATIVE DRAFT.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
IF AVAILABLE IN VT-ERIC SET.
PUB DATE - OCT 71 79P.

DESCRIPTORS - *EDUCATIONAL LEGISLATION; *INDIVIDUALIZED CURRICULUM; *LEARNING ACTIVITIES;

*SCHEDULE MODULES; *TEACHER EDUCATION CURRICULUM; *VOCATIONAL EDUCATION; FEDERAL LEGISLATION; VOCATIONAL EDUCATION TEACHERS IDENTIFIERS - *FLORIDA

ABSTRACT - THE EVOLUTION OF VOCATIONAL EDUCATION, INCLUDING PERTINENT LEGISLATION UP TO 1963, PROVIDES THE SUBJECT MATTER OF THIS MODULE IN A CURRICULUM FOR TEACHER EDUCATION. THE FOUR SPECIFIC OBJECTIVES TO BE ACHIEVED BY THE PARTICIPANTS ARE TO: (1) IDENTIFY FACTORS WHICH LED TO FEDERAL SUPPORT FOR VOCATIONAL EDUCATION, (2) IDENTIFY PHILOSOPHICAL PRINCIPLES AND EARLY PHILOSOPHERS WHICH SUPPORTED VOCATIONAL EDUCATION, (3) DESCRIBE SPECIFIC LEGISLATIVE ACTS FROM 1917 TO 1963 WHICH SUPPORTED VOCATIONAL EDUCATION, AND (4) JUSTIFY, ECONOMICALLY, PRESENT AND FUTURE FEDERAL AID TO VOCATIONAL EDUCATION. EACH UNIT CONTAINS LEARNING ACTIVITIES AND PARTICIPANT ASSESSMENTS. (AUTHOR/MU)

VT 100 441
A VOCATIONAL TEACHER EDUCATION MODULE. V. ED. I-1. ORGANIZATION OF VOCATIONAL EDUCATION IN DADE COUNTY PUBLIC SCHOOLS. TENTATIVE DRAFT.

DADE COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
IF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL 71 25P.

DESCRIPTORS - *ADMINISTRATIVE ORGANIZATION; *INDIVIDUALIZED CURRICULUM; SCHEDULE MODULES; *TEACHER EDUCATION CURRICULUM; *VOCATIONAL EDUCATION; COUNTY PROGRAMS; LEARNING ACTIVITIES; VOCATIONAL EDUCATION TEACHERS IDENTIFIERS - *FLORIDA

ABSTRACT - THE ORGANIZATION OF VOCATIONAL EDUCATION IN DADE COUNTY, FLORIDA IS THE SUBJECT MATTER OF THIS MODULE IN A TEACHER EDUCATION CURRICULUM. THE THREE OBJECTIVES TO BE ACHIEVED BY EACH PARTICIPANT ARE TO: (1) DESCRIBE THE ADMINISTRATIVE ORGANIZATION OF THE VOCATIONAL DIVISION, (2) IDENTIFY AND DESCRIBE PROGRAM AREAS IN VOCATIONAL EDUCATION, AND (3) DESCRIBE THE LEVELS OF VOCATIONAL EDUCATION IN DADE COUNTY. PRE- AND POSTASSESSMENTS WITH ANSWER KEYS ARE INCLUDED AND EACH UNIT PROVIDES LEARNING ACTIVITIES. (AUTHOR/MU)

VT 100 442
A VOCATIONAL TEACHER EDUCATION MODULE. V. ED. I-2. ORIENTATION: IN-SERVICE. TENTATIVE DRAFT.

DADF COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL 71 45P.

DESCRIPTORS - *INDUSTRIAL EDUCATION; *LEARNING ACTIVITIES; *SCHEDULE MODULES; *TEACHER EDUCATION CURRICULUM; *TEACHER INTERNS; *VOCATIONAL EDUCATION TEACHERS; INTERNSHIP PROGRAMS; VOCATIONAL EDUCATION IDENTIFIERS - *FLORIDA

ABSTRACT - THE FUNCTIONS AND RESPONSIBILITIES OF INTERNS IN THE TEACHER EDUCATION PROGRAM OF FLORIDA ARE THE SUBJECT OF THIS MODULE IN THE TEACHER EDUCATION CURRICULUM. THREE SPECIFIC OBJECTIVES DEFINING THE COURSE CONTENT ARE TO: (1) LIST THE REQUIREMENTS FOR CERTIFICATION, (2) RECOGNIZE AND DESCRIBE THEIR DUTIES, AND (3) DIFFERENTIATE BETWEEN INTERNSHIP AND STUDENT TEACHING. TESTS FOR PRE- AND POSTASSESSMENT AND LEARNING ACTIVITIES ARE INCLUDED. (AUTHOR/MU)

VT 100 443
A VOCATIONAL TEACHER EDUCATION MODULE. V. ED. IV-3. EFFECTIVE TEACHING PROCEDURES. TENTATIVE DRAFT.

DADF COUNTY PUBLIC SCHOOLS, MIAMI, FLA. DIV. OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL 71 28P.

DESCRIPTORS - *LEARNING ACTIVITIES; *SCHEDULE MODULES; *TEACHER EDUCATION CURRICULUM; *TEACHING PROCEDURES; *VOCATIONAL EDUCATION TEACHERS; EFFECTIVE TEACHING IDENTIFIERS - *FLORIDA

ABSTRACT - PROCEDURES IN EFFECTIVE TEACHING ARE THE SUBJECT OF THIS MODULE IN THE TEACHER EDUCATION CURRICULUM. THREE SPECIFIC OBJECTIVES DEFINING THE CONTENT ARE TO: (1) PREPARE STUDENTS AND FACILITIES FOR INSTRUCTION, (2) SUCCESSFULLY TEACH A 10-MINUTE MANIPULATIVE LESSON, AND (3) SUCCESSFULLY TEACH A 10-MINUTE RELATED LESSON. PRE- AND POSTASSESSMENTS AND LEARNING ACTIVITIES ARE INCLUDED. (AUTHOR/MU)

VT 100 444
COMPREHENSIVE VOCATIONAL GUIDANCE PROGRAM FOR MODEL CITIES. PARTS I AND II. FINAL REPORT.

INDIANAPOLIS PUBLIC SCHOOLS, IND. BUREAU OF ADULT, VOCATIONAL, AND TECHNICAL EDUCATION (DHEW/OE),

WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-71-0683 (361)
PUB DATE - 14MAR 74 414P.

DESCRIPTORS - *COMPREHENSIVE PROGRAMS; *DEMONSTRATION PROJECTS; *GUIDANCE PROGRAMS; *OCCUPATIONAL GUIDANCE; FEDERAL PROGRAMS; REPORTS; SPECIAL PROGRAMS; VOCATIONAL COUNSELING; VOCATIONAL DEVELOPMENT IDENTIFIERS - *MODEL CITIES

ABSTRACT - CONTAINED IN THIS TWO-VOLUME FINAL REPORT ARE THE HIGHLIGHTS OF THE MODEL CITIES COMPREHENSIVE GUIDANCE PROGRAM WHICH WAS INSTITUTED IN FEBRUARY OF 1971 AND CONTINUED THROUGH MARCH, 1974. INCLUDED IN THE PROGRAM WERE TEN TITLE I ELEMENTARY GUIDANCE COUNSELORS AND 18 JUNIOR HIGH SCHOOL COUNSELORS. AMONG THE GENERAL GOALS AND OBJECTIVES OF THE PROJECT WAS THAT OF DEVELOPING A STRONG VOCATIONAL GUIDANCE PROGRAM PLACING EMPHASIS MAINLY ON FOSTERING A GENERAL UNDERSTANDING OF THE WORLD OF WORK BY PUPILS PRIOR TO HIGH SCHOOL ENROLLMENT. THE FIRST VOLUME OF THE REPORT CONTAINS THE BASIC OPERATIONAL PROCEDURES AND OBJECTIVES OF THE PROJECT WHILE THE SECOND VOLUME CONTAINS APPENDICES WHICH INCLUDE IN THEM SUCH MATERIALS AS UNIT AND DAILY LESSON PLANS USED IN THE INSTRUCTIONAL PROCESS, RELATED INSTRUCTIONAL RESOURCES, SOURCES FROM WHICH TO OBTAIN INFORMATION ON FIELD TRIPS, A RECORD OF THE FIELD TRIPS TAKEN DURING THE PROJECT'S OPERATION, SAMPLE JOB DESCRIPTION BLANKS, TESTS USED IN EVALUATING STUDENTS' PERFORMANCE ON GIVEN TASKS, AND PROGRAM EVALUATION SHEETS. (SN)

VT 100 445
GOULD, GRACE THERESA
PEDIATRIC ASSISTANT: A PROGRAM DEVELOPMENT GUIDE.

IOWA UNIV., IOWA CITY. DIV. OF HEALTH AFFAIRS.
MF AVAILABLE IN VT-ERIC SET.
UNIVERSITY OF IOWA, PROGRAM IN HEALTH OCCUPATIONS EDUCATION, 135 MELROSE AVENUE, IOWA CITY, IOWA 52240 (\$1.50)
PUB DATE - ND 97P.

DESCRIPTORS - *ADMINISTRATOR GUIDES; *HEALTH OCCUPATIONS EDUCATION; *PHYSICIANS ASSISTANTS; *PROGRAM GUIDES; *PROGRAM PLANNING

ABSTRACT - THIS GUIDE IS DESIGNED TO HELP PLANNERS AND ADMINISTRATORS DEVELOP AND IMPLEMENT PROGRAMS FOR PREPARING TECHNICAL LEVEL PERSONNEL FOR THE PEDIATRIC MEDICAL TEAM. BECAUSE OF

ITS GENERIC NATURE IT MAY SERVE AS A PROTOTYPE FOR DEVELOPING PROGRAMS IN OTHER MEDICAL ASSISTING SPECIALITIES. THE GROWTH OF SUPPORTIVE HEALTH WORKERS WHO HAVE BEEN TRAINED IN LESS-THAN-BACCALAUREATE DEGREE PROGRAMS AND THE CAREER OPPORTUNITIES AND MOBILITY IN THE HEALTH FIELD PROVIDE BACKGROUND AND RATIONALE FOR THE PROGRAM. THE ROLE OF THE PEDIATRIC ASSISTANT, CONSIDERATIONS IN CURRICULUM DEVELOPMENT, AND A SURVEY OF POTENTIAL STUDENTS ARE DESCRIBED. THE ELEMENTS CONSIDERED IN THE PROGRAM INCLUDE: (1) ADVISORY COMMITTEES, (2) BUDGETS, (3) FACULTY, (4) CURRICULUM (5) INSTRUCTIONAL RESOURCES, AND (6) RECORDS AND EVALUATION. (AUTHOR/MU)

VT 100 445
PALMER, JOHN C.
A GUIDE FOR TEACHING JUNIOR HIGH POWER MECHANICS.

SAN DIEGO CITY SCHOOLS, CALIF.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 217P.

DESCRIPTORS - *ENGINES;
*INDUSTRIAL ARTS; *INDUSTRIAL EDUCATION; *POWER MECHANICS;
*TEACHING GUIDES; JUNIOR HIGH SCHOOL STUDENTS; MANUALS;
SECONDARY GRADES
IDENTIFIERS - *SAN DIEGO CITY SCHOOLS

ABSTRACT - THIS MANUAL FOR A 1-SEMESTER COURSE IN INDUSTRIAL EDUCATION IN THE SAN DIEGO CITY SCHOOLS IS A TEACHER'S GUIDE PROVIDING, IN A 4-COLUMN FORMAT, THE TOPICS, SPECIAL UNIT OBJECTIVES, SUGGESTED ACTIVITIES, AND MATERIALS NEEDED. AN INTRODUCTION TO THE TEACHER LISTS THE TEXTS REFERRED TO. THE FOUR UNITS OF INSTRUCTION ARE: (1) ORIENTATION AND SAFETY, (2) DEVELOPMENT OF POWER, (3) PISTON ENGINES, AND (4) SERVICING AND RECONDITIONING. THE APPENDIX CONTAINS REFERENCES, WORK SHEETS, LAB ASSIGNMENTS, AND TESTS. ALL KEYED TO APPROPRIATE SECTIONS OF THE GUIDE. (MU)

VT 100 447
CAREER EDUCATION QUESTIONNAIRE:
GRADES 4-6.

MINNESOTA RESEARCH COORDINATING UNIT IN OCCUPATIONAL EDUCATION, MINNEAPOLIS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 7P.

DESCRIPTORS - *CAREER EDUCATION;
*ELEMENTARY GRADES; *OCCUPATIONAL INFORMATION; *TESTS
IDENTIFIERS - *WORLD OF WORK

ABSTRACT - THIS QUESTIONNAIRE CONCERNING CERTAIN ASPECTS OF THE WORLD OF WORK IS PRESENTED IN TWO PARTS. THE FIRST PART CONTAINS MATCHING ITEMS AND THE SECOND, MULTIPLE CHOICE. THE INSTRUMENT IS INTENDED TO BE USED TO HELP THE TEACHER IN GRADES 4-6 ASSESS A PUPIL'S UNDERSTANDING OF THE WORLD OF WORK. EIGHT MATCHING AND 20 MULTIPLE CHOICE QUESTIONS ARE INCLUDED. A GUIDE FOR ADMINISTERING THE CAREER EDUCATION TESTS IS AVAILABLE AS VT 020 999. (MU)

VT 100 448
CAREER EDUCATION QUESTIONNAIRE.
GRADE K-3: FORM A.

MINNESOTA RESEARCH COORDINATING UNIT IN OCCUPATIONAL EDUCATION, MINNEAPOLIS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 8P.

DESCRIPTORS - *OCCUPATIONAL INFORMATION; *OCCUPATIONS;
*PRIMARY GRADES; *QUESTIONNAIRES;
*TESTS

ABSTRACT - THIS QUESTIONNAIRE CONCERNING THE WORK PEOPLE DO IS PRESENTED IN PICTURES FOR GRADES K-3 WITH THE TEACHER READING THE INSTRUCTIONS AS THE CLASS GOES THROUGH THE TEST. ONE ROW OF PICTURES AFTER ANOTHER. THE IDEA IS FOR THE PUPIL TO RECOGNIZE FROM THE THREE PICTURES IN EACH TEST ITEM, JUST WHICH ONES THE TEACHER IS DESCRIBING. THE TEST INCLUDES ONE SAMPLE AND 29 TEST ITEMS. A GUIDE FOR ADMINISTERING CAREER EDUCATION TESTS IS AVAILABLE AS VT 020 999. (MU)

VT 100 449
A CAREER ORIENTATION AND EXPLORATION GUIDE FOR TEACHERS OF PRACTICAL ARTS SUBJECTS: INDUSTRIAL ARTS, HOMEMAKING, BUSINESS EDUCATION, MIDDLE/JUNIOR HIGH SCHOOL. A UNIT IN CAREER EDUCATION.

TULSA PUBLIC SCHOOLS, OKLA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 51P.

DESCRIPTORS - *CAREER EDUCATION;
*CURRICULUM GUIDES; *JUNIOR HIGH SCHOOLS; *OCCUPATIONAL INFORMATION; *PROGRAM DESCRIPTIONS; BUSINESS EDUCATION; FAMILY LIFE EDUCATION; INDUSTRIAL ARTS; SECONDARY GRADES
IDENTIFIERS - *TULSA PUBLIC SCHOOLS; CAREER EXPLORATION

ABSTRACT - THIS GUIDE IS DESIGNED FOR TEACHERS OF THE JUNIOR HIGH SCHOOL GRADES TO USE IN INTEGRATING CAREER EDUCATION

BEST COPY AVAILABLE

CONCEPTS OF CAREER CLUSTERS INTO THE TULSA CITY SCHOOLS. CLASSES OF INDUSTRIAL ARTS, BUSINESS EDUCATION, AND FAMILY LIFE ARE USED AS THE VEHICLES IN IMPLEMENTING THE PROGRAM. PART I INTRODUCES PATTERNS OF EMPLOYMENT, THE MAJOR OCCUPATIONAL AREAS, AND INFORMATION AND REQUIREMENTS FOR ADMISSION INTO OCCUPATIONAL TRAINING PROGRAMS. PART II ANALYZES THE MAJOR OCCUPATIONS TO PRESENT THE OCCUPATIONAL CLUSTERS USEFUL IN AN EXPLORATION OF CAREER POSSIBILITIES. (MU)

VT 100 450
DIVERSIFIED OCCUPATIONS
COORDINATOR'S HANDBOOK.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.; CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.
IF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 70P.

DESCRIPTORS - *ADMINISTRATOR GUIDES; *ADMINISTRATOR ROLE; *COORDINATORS; *PROGRAM GUIDES; *WORK EXPERIENCE PROGRAMS; VOCATIONAL DEVELOPMENT; WORK STUDY PROGRAMS
IDENTIFIERS - *SOUTH CAROLINA

ABSTRACT - THIS PROGRAM GUIDE FOR ADMINISTRATORS AND COORDINATORS IN THE SECONDARY SCHOOLS OF SOUTH CAROLINA IS DESIGNED TO HELP ESTABLISH OR IMPROVE DIVERSIFIED OCCUPATIONS PROGRAM. IN THESE PROGRAMS, STUDENTS IN REGULAR HIGH SCHOOLS RECEIVE ON-THE-JOB TRAINING UNDER SCHOOL SUPERVISION IN LOCAL INDUSTRIAL OR BUSINESS ESTABLISHMENTS FOR A PART OF THE DAY. GOALS, REQUIREMENTS, ROLES OF THE PARTICIPANTS, AND USE OF ADVISORY COMMITTEES ARE DETAILED. THE FUNCTIONS OF THE COORDINATOR ARE RELATED TO THE ENROLLMENT OF STUDENTS, THEIR PLACEMENT, THE SELECTION OF TRAINING STATIONS, AND THE SUPERVISION AND EVALUATION OF THE STUDENT ON THE JOB. PUBLIC RELATIONS, LEGAL REQUIREMENTS IN THE STATE, THE SCHOOL RECORDS AND REPORTS NEEDED BY THE SCHOOL SYSTEM ARE DESCRIBED. AN APPENDIX SUPPLIES REFERENCE MATERIALS FOR THE ADMINISTRATOR AND THE COORDINATOR. (MU)

VT 100 451
CURRICULUM GUIDE FOR OFFICE
OCCUPATIONS.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.; CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.
IF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 88P.

DESCRIPTORS - *BUSINESS EDUCATION; *BUSINESS SUBJECTS; *OFFICE OCCUPATIONS EDUCATION; *STATE CURRICULUM GUIDES; *TEACHING GUIDES; COURSE CONTENT; SECONDARY GRADES
IDENTIFIERS - *SOUTH CAROLINA

ABSTRACT - THIS STATE CURRICULUM GUIDE PROVIDES ALL SOUTH CAROLINA BUSINESS TEACHERS WITH A REFERENCE BOOK OF SUBJECT AREA GUIDELINES FOR OFFICE OCCUPATIONS. FOR EACH SUBJECT AREA, AN INTRODUCTION AND A SET OF STUDENT OBJECTIVES ARE GIVEN. THE COURSE CONTENT IS OUTLINED, AND SUGGESTED EVALUATIONS ARE OFFERED. UNITS ARE INCLUDED FOR THE FOLLOWING SUBJECT AREAS: (1) BOOKKEEPING, (2) BUSINESS COMMUNICATIONS, (3) BUSINESS LAW, (4) BUSINESS MATHEMATICS, (5) DATA PROCESSING, (6) INTRODUCTION TO BUSINESS, (7) KEYPUNCH TRAINING, (8) OFFICE MACHINES, (9) OFFICE PRACTICE, (10) RECORD KEEPING, (11) SHORTHAND, AND (12) TYPEWRITING. (MU)

VT 100 452
ELLIS, OWEN H.
MERCHANDISING FOR PROFIT:
EFFECTIVE BUYING AND SELLING
PRACTICES. A CURRICULUM GUIDE.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.; CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.
IF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 76P. FEATURING THE ROLE OF THE BUYER.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION; *MARKETING; *MERCHANDISING; *RETAILING; MERCHANDISE INFORMATION; PROJECT TRAINING METHODS; PURCHASING;
STATE CURRICULUM GUIDES
IDENTIFIERS - *RETAIL STORE BUYERS

ABSTRACT - THIS STATE CURRICULUM GUIDE FOR A HIGH SCHOOL OR POSTSECONDARY COURSE IN RETAIL MERCHANDISING GIVES THE INSTRUCTOR A 2-COLUMN FORMAT OF CONCEPTS FROM ECONOMICS, MARKETING, AND RETAILING SIDE-BY-SIDE WITH APPROPRIATE TEACHING TECHNIQUES. STUDENT PROJECTS ARE INSERTED AS SUGGESTIONS FOR THE DEVELOPMENT OF STUDENT ACTIVITIES. SUBJECT MATERIAL COVERS THE FOLLOWING GENERAL TOPICS: (1) RETAILING OPERATIONS, (2) THE MERCHANDISING PROGRAM, (3) MERCHANDISE CONTROL, AND (4) SALES PROMOTION. EMPHASIS IS PLACED ON THE ROLE OF THE BUYER AS THE KEY PERSON IN MERCHANDISING. (MU)

VT 100 453
HOW TO BUY FOOD: LESSON AIDS FOR
TEACHERS.

DEPARTMENT OF AGRICULTURE,
WASHINGTON, D.C. AGRICULTURAL
MARKETING SERVICE
IF AVAILABLE IN VT-ERIC SET.
AGRI-HANDBOOK-443
SUPERINTENDENT OF DOCUMENTS, J.S.
GOVERNMENT PRINTING OFFICE,
WASHINGTON D.C. 20402 (\$.80)
PUB DATE - MAY73 53P.

DESCRIPTORS - *CONSUMER EDUCATION;
*FOODS INSTRUCTION; *HOME
ECONOMICS; *HOME ECONOMICS
EDUCATION; *NUTRITION INSTRUCTION;
HOME MANAGEMENT

ABSTRACT - THIS MANUAL OF LESSON
AIDS FOR MAY, 1973 PROVIDES
TEACHERS OF HOME ECONOMICS AND
CONSUMER EDUCATION CLASSES WITH
REFERENCES, SUGGESTIONS FOR CLASS
PREPARATION, AND BACKGROUND
INFORMATION ON THE U.S. DEPARTMENT
OF AGRICULTURE'S GRADING SERVICES.
COURSE CONTENT MATERIAL CONCERNS
BUYING, JUDGING, COMPARING COSTS,
AND THE AVAILABILITY OF MEATS,
DAIRY PRODUCTS, EGGS, POULTRY,
FRESH FRUITS AND VEGETABLES, AND
CANNED AND FROZEN FRUITS AND
VEGETABLES. EACH UNIT INCLUDES
OBJECTIVES, TEACHING MATERIALS AND
SUGGESTIONS, A GLOSSARY OF RELATED
TERMS, AND SUBJECT MATTER CONTENT.
A NUMBER OF SHORT TESTS WITH
ANSWER KEYS ARE INCLUDED. (MJ)

VT 100 454
FIRE SIMULATOR INSTRUCTOR'S GUIDE

FOREST SERVICE (DDA), WASHINGTON,
D.C.
IF AVAILABLE IN VT-ERIC SET.
TT-81-(5100)
PUB DATE - AUG72 184P. REVISED
AUGUST, 1972

DESCRIPTORS - *FIRE FIGHTERS;
*SIMULATION; *SIMULATORS; *TEACHER
EDUCATION; *TEACHING GUIDES; FIRE
SCIENCE EDUCATION; TRADE AND
INDUSTRIAL EDUCATION

ABSTRACT - TO AID INSTRUCTORS IN
PREPARING AND CONDUCTING TRAINING
EXERCISES USING FIRE SIMULATORS,
THIS TEXT PROVIDES A GUIDE FOR
EXERCISE PREPARATION, THREE SAMPLE
EXERCISES, AND INFORMATION ON
SIMULATOR MAINTENANCE. USED AS THE
BASIC TEXT FOR REGIONAL-LEVEL
INSTRUCTORS IN QUALIFYING
SIMULATOR INSTRUCTOR TEAMS AT THE
NATIONAL FOREST LEVEL, THIS GUIDE
PRESENTS MATERIAL IN A MANNER
SIMILAR TO A PROGRAMED TEXT--SMALL
BITS AT A TIME WITH FREQUENT
SUMMARIZATIONS AND SELF TESTS. THE
INTRODUCTION TAKES THE INSTRUCTOR
THROUGH AN ANALYSIS OF JOB

PERFORMANCE, THE USE OF TRAINING,
THE MARKS OF QUALITY INSTRUCTION,
AND THE ROLE OF SIMULATORS IN THE
TEACHING PROCESS. USEFUL WORKING
DRAWINGS, SAMPLE WORKSHEETS, MAPS,
AND CHARTS OF PARTICULAR PROBLEMS,
AND A FEW ART REPRODUCTIONS OF
EARLY ILLUSTRATIONS ADD
SIGNIFICANCE TO THE TEXT. A SAMPLE
PRESS RELEASE AND A GLOSSARY OF
TERMS ARE INCLUDED. (MJ)

VT 100 455
SOLOMITA, ARMAND R.
SUBJECT-RELATED OCCUPATIONS,
GRADES 7-9.

SOUTHINGTON PUBLIC SCHOOLS, CONN.
IF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 33P.

DESCRIPTORS - *CAREER EDUCATION;
*CLASS ACTIVITIES; *INTEGRATED
CURRICULUM; *LEARNING ACTIVITIES;
*MANUALS
IDENTIFIERS - *SOUTHINGTON PUBLIC
SCHOOLS

ABSTRACT - THIS MANUAL IS DESIGNED
TO ASSIST THE JUNIOR HIGH SCHOOL
TEACHERS IN THE SOUTHINGTON
SCHOOLS IN INTRODUCING CAREER
EDUCATION CONCEPTS INTO THE
CURRICULUM. SEVERAL CLASSROOM
ACTIVITIES ARE PROVIDED FOR EACH
OF THE FOLLOWING CLASSES:
MATHEMATICS, ENGLISH, SCIENCE,
LANGUAGES, SOCIAL STUDIES,
BUSINESS, HOME ECONOMICS, ART,
PHYSICAL EDUCATION, AND INDUSTRIAL
ARTS. (MJ)

VT 100 456
SOLOMITA, ARMAND R., COMP.
INFORMATION ON CAREERS.

SOUTHINGTON PUBLIC SCHOOLS, CONN.
IF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 30P.

DESCRIPTORS - *OCCUPATIONAL
INFORMATION; *RESOURCE GUIDES;
*RESOURCE MATERIALS; CAREER
EDUCATION; OCCUPATIONAL GUIDANCE;
VOCATIONAL EDUCATION
IDENTIFIERS - *SOUTHINGTON PUBLIC
SCHOOLS

ABSTRACT - THIS RESOURCE GUIDE
LISTS SOURCES FOR OCCUPATIONAL
INFORMATION FOR THE TEACHERS OF
THE SOUTHINGTON PUBLIC SCHOOLS.
EDUCATIONAL INSTITUTIONS, COURSES
OF STUDY, JOB OPPORTUNITIES, AND
OCCUPATIONS ARE ORGANIZED
ALPHABETICALLY BY OCCUPATIONAL
SUBJECT HEADING. (MJ)

VT 100 457
SOLOMITA, ARMAND R.
WORLD OF WORK CAREER EXPLORATION
CURRICULUM GUIDE: GRADE SEVEN
THROUGH NINE.

SOUTHINGTON PUBLIC SCHOOLS, CONN.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 40P.

DESCRIPTORS - *CAREER EDUCATION;
*COURSE CONTENT; *CURRICULUM
GUIDES; *OCCUPATIONAL INFORMATION;
*SECONDARY GRADES; JUNIOR HIGH
SCHOOLS; OCCUPATIONAL GUIDANCE
IDENTIFIERS - *SOUTHINGTON PUBLIC
SCHOOLS

ABSTRACT - OBJECTIVES, TEACHING AIDS, ACTIVITIES, AND COURSE CONTENT PROVIDE MATERIAL FOR THIS CURRICULUM GUIDE INTRODUCING AN EXPLORATION OF CAREERS INTO GRADES 7, 8, AND 9 OF THE SOUTHINGTON SCHOOLS. PRESENTED BY GRADE LEVEL, THE GUIDE DEALS WITH SELF CONCEPT, METHODS OF APPLYING FOR WORK, RELATIONSHIP BETWEEN SCHOOL SUBJECTS AND WORK IN GRADE 7. IN GRADE 8 THE STUDENT IDENTIFIES FAVORABLE WORK ATTITUDES, THE JOB ENVIRONMENT, BUDGETING, METHODS OF JOB HUNTING, AND THE USEFULNESS OF COMMUNITY RESOURCES. GRADE 9 CONTINUES WITH INVESTIGATING JOB APPLICATIONS AND CONSIDERS THE TAX STRUCTURE, THE SOCIAL SECURITY SYSTEM, AND A FEW ECONOMIC PRINCIPLES. (MU)

VT 100 458
SMALL GASOLINE ENGINES. FLOAT TYPE CARBURETOR REPAIR: AN INDIVIDUAL INSTRUCTION MANUAL.

CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.; SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 43P.

DESCRIPTORS - *AUTO MECHANICS;
*ENGINES; *PROGRAMED TEXTS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION; MACHINE REPAIRMEN;
MANUALS; MECHANICS (PROCESS)

ABSTRACT - THIS PROGRAMED STUDY GUIDE IS FOR THE STUDENT'S USE FOLLOWING THE INTRODUCTORY CLASSES ON SMALL GASOLINE ENGINES AND AFTER INSTRUCTION IN THE BASIC PRINCIPLES OF OPERATION OF SMALL ENGINES, PROPER USE OF HAND TOOLS, AND SHOP SAFETY. THE UNIT IS DESIGNED FOR INDIVIDUAL USE WITH A MINIMUM OF TEACHER INVOLVEMENT. EACH STUDENT SHOULD HAVE A MANUAL, A SMALL GASOLINE ENGINE, THE TOOLS LISTED, AND A SUFFICIENT WORK SPACE SO AS NOT TO BE CROWDED. FOR THE ENGINE PARTS IDENTIFICATION AND THE CARBURETOR PARTS, A PREPARED WORKSHEET WOULD BE OF VALUE. (AUTHOR/MU)

VT 100 459
OPERATING THE KNUCKLE-ROOM LOADER. A STUDENT TRAINING MANUAL AND INSTRUCTOR'S GUIDE.

CLEMSON UNIV., S.C. VOCATIONAL EDUCATION MEDIA CENTER.; SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 38P. THIRD REVISION, 1972.

DESCRIPTORS - *EDUCATIONAL EQUIPMENT; *MECHANICAL SKILLS;
*SIMULATION; *SIMULATORS; *TRADE AND INDUSTRIAL EDUCATION;
HYDRAULICS; POWER MECHANICS;
TEACHING GUIDES

ABSTRACT - THIS MANUAL IS FOR INSTRUCTOR'S USE IN PUTTING STUDENTS THROUGH A STEP-BY-STEP PROCEDURE TO DEVELOP DEXTERITY WITH LOADER CONTROLS AND A KNOWLEDGE OF LOADING TECHNIQUES, HYDRAULIC PRINCIPLES, AND SAFETY ON OR AROUND A LOADER. THE MANUAL IS KEYED SPECIFICALLY TO THE SCALE MODEL USED IN THE ILLUSTRATIONS PROVIDED. INSTRUCTORS WORKING WITH LOADERS THAT MAY DIFFER IN CONTROL SEQUENCE, OR LOCATION AND FUNCTION, MAY ADAPT THE MANUAL TO THEIR NEEDS. BEFORE PUTTING A STUDENT ON THE LOADER FOR OPERATIONAL PRACTICE HE SHOULD HAVE HAD INSTRUCTION IN PRINCIPLES OF HYDRAULICS, LOADING EQUIPMENT SAFETY, LIMITATIONS OF LOADERS, AND LOADER CONTROLS AS TO LOCATION, FUNCTION, AND OPERATION, INCLUDING STANDARD NAMES OF THE MAJOR COMPONENTS OF THE KNUCKLE-BOOM LOADER. A LIST OF STANDARD NOMENCLATURE AND A SET OF SEVEN CONTROL EXERCISES ARE INCLUDED. (AUTHOR/MU)

VT 100 460
BARBER, ROBERT W., AND OTHERS
MASONRY.

STANTON CAREER EDUCATION CENTER, JACKSONVILLE, FLA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 183P.

DESCRIPTORS - *BRICKLAYERS;
*BRICKLAYING; *CONSTRUCTION (PROCESS); *MASONRY; *TRADE AND INDUSTRIAL EDUCATION; BUILDING TRADES

ABSTRACT - ELEVEN LEARNING ACTIVITY PACKAGES TAKE THE BEGINNING STUDENT THROUGH THE FUNDAMENTALS OF MASONRY. THROUGH AN INTERDISCIPLINARY APPROACH THE COURSE CONTENT IS PRESENTED AS MATERIAL IN AREAS OF: (1) THE CRAFT ITSELF, (2) COMMUNICATIONS, (3) VOCATIONAL INFORMATION, (4) RELATED SCIENCE, AND (5) MATHEMATICS. EACH AREA IS PRESENTED AS A SECTION CONTAINING GOALS, OBJECTIVES, STUDENT ACTIVITIES, WORD LISTS, PRE- AND

POSTTESTS, AND WORKSHEETS. (MU)

VT 100 461
SAFETY MANAGEMENT: SELF-STUDY
INSTRUCTIONAL UNIT, PHASE I:
SUPERVISORS' INSTITUTE.

SOCIAL SECURITY ADMINISTRATION
(DHEW), WASHINGTON, D.C. OFFICE OF
ADMINISTRATION.
MF AVAILABLE IN VT-ERIC SET.
SS-PUB-53-71
PUB DATE - MAR 72 86P. REVISED
EDITION

DESCRIPTORS - *GOVERNMENT
PUBLICATIONS; *SAFETY;
*SUPERVISORY TRAINING; GUIDES;
MANAGEMENT EDUCATION; SAFETY
EDUCATION

ABSTRACT - THIS SUPERVISORS' GUIDE
FOR THE SOCIAL SECURITY
ADMINISTRATION CONTAINS A SERIES
OF DIRECTIVES ON SAFETY MANAGEMENT
COVERING THE TIME FROM JANUARY
1970 TO JUNE 1971. A ONE AND A
HALF HOUR INSTRUCTIONAL UNIT TO
TEACH THE USE OF THE MANUAL IS
ATTACHED. IT STATES ITS OWN
OBJECTIVES AND TIME ALLOWANCE AND
PROVIDES SEVERAL EXERCISE
QUESTIONS. THE DIRECTIVES PROVIDE
A CONTINUING SUPPLEMENT TO THE
DEPARTMENT STAFF MANUAL, POLICY
STATEMENTS ON ORGANIZATION,
TRAINING, TRAFFIC, AND ACCIDENT
AND FIRE REPORTING MAKE UP ITS
CONTENTS. SAMPLES OF REPORT FORMS
ARE INCLUDED. (MU)

VT 100 462
GOATES, WAYNE A.
DIRECTORY OF BUSINESS AND
INDUSTRIAL ORIENTATION
SITES/CONSULTANTS.

UTAH STATE BOARD OF EDUCATION,
SALT LAKE CITY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL 72 53P.

DESCRIPTORS - *COMMUNITY
COOPERATION; *COMMUNITY RESOURCES;
*COMMUNITY SURVEYS; *INDUSTRY;
*SCHOOL INDUSTRY RELATIONSHIP;
COMMUNITY INVOLVEMENT; VOCATIONAL
EDUCATION
IDENTIFIERS - *UTAH

ABSTRACT - THE PURPOSE OF THIS
DIRECTORY IS TO PROVIDE COUNSELORS
AND TEACHERS WITH A LIST OF
EMPLOYERS WITHIN THE STATE OF
UTAH, IN VARIOUS REPRESENTATIVE
OCCUPATIONS, WHO HAVE AGREED TO
MAKE AVAILABLE TIMES WHEN STUDENTS
MAY VISIT THEIR PLACES OF
EMPLOYMENT FOR AN ON-THE-JOB
ORIENTATION, OR WHO ARE WILLING TO
SEND REPRESENTATIVES INTO THE
PUBLIC SCHOOLS FOR SUCH
ORIENTATION PURPOSES. CONTENTS ARE
PRESENTED ON A CONTINUOUS CHART SO
THAT WITH EACH COMPANY LISTED, THE

BEST COPY AVAILABLE

READER CAN CHECK THE FACTORS THAT
APPLY FROM THE FOLLOWING THAT ARE
LISTED: (1) VISITS OF STUDENTS,
(2) NUMBER OF VISITORS AT ONE
TIME, (3) FREQUENCY OF VISITS, (4)
TIME REQUIRED TO TOUR OPERATIONS,
(5) WILL SEND REPRESENTATIVES TO
SCHOOL, (6) EXPENSE TO SCHOOL, (7)
HIRE HIGH SCHOOL STUDENTS PART
TIME, (8) HIRE HIGH SCHOOL
STUDENTS UPON GRADUATION, (9)
MINIMUM HIRING AGE, AND (10) LEVEL
OF POST HIGH SCHOOL TRAINING
REQUIRED. OVER 150 FIRMS ARE
LISTED INCLUDING THOSE FROM
MINING, CONSTRUCTION,
MANUFACTURING, TRANSPORTATION,
COMMUNICATION, UTILITIES,
WHOLESALE AND RETAIL TRADE,
FINANCE, INSURANCE, REAL ESTATE,
AND GOVERNMENT. (AUTHOR/MU)

VT 100 463
GOVERNMENTAL MANAGEMENT: A
SUGGESTED ASSOCIATE DEGREE
CURRICULUM.

EL CAMINO COLL., TORRANCE, CALIF.
CALIFORNIA COMMUNITY COLLEGES,
SACRAMENTO. OFFICE OF THE
CHANCELLOR.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 153P.

DESCRIPTORS - *COLLEGE
INSTRUCTION; *COMMUNITY COLLEGES;
*CURRICULUM GUIDES; *MANAGEMENT
DEVELOPMENT; *PUBLIC
ADMINISTRATION EDUCATION;
ASSOCIATE DEGREES; GOVERNMENT
(ADMINISTRATIVE BODY); MANAGEMENT
EDUCATION

ABSTRACT - THIS DOCUMENT COMBINES
THE COMMUNITY COLLEGE COURSES FOR
CAREER AND OCCUPATIONAL EDUCATION
AND INVOLVES THE COOPERATION OF
MANY DISCIPLINES IN ATTEMPTS TO
ERASE THE TRADITIONAL DICHOTOMY
BETWEEN VOCATIONAL AND ACADEMIC
SUBJECTS. AN INTEGRAL PART OF THE
PROGRAM DESCRIBED IS THE FIELD
PRACTICE INTERNSHIP. THE
CURRICULUM SUGGESTS THAT STUDENTS
BE PLACED IN VARIOUS AGENCIES TO
LEARN THROUGH ACTUAL STAFF
PARTICIPATION. COURSE OUTLINES ARE
INCLUDED FOR: (1) FUNDAMENTALS OF
GOVERNMENT MANAGEMENT, (2) STATE
AND LOCAL GOVERNMENT, (3)
GOVERNMENTAL PERSONNEL MANAGEMENT,
(4) GOVERNMENTAL FINANCE
MANAGEMENT, (5) GOVERNMENTAL
MANAGEMENT FIELD
PRACTICE/INTERNSHIP, (6) ELEMENTS
OF SUPERVISION, AND (7) HUMAN
RELATIONS FOR SUPERVISORS.
(AUTHOR/MU)

VT 100 464
HOSPITALITY EDUCATION PROGRAM.
FINAL REPORT.

NEW MEXICO STATE DEPT. OF
EDUCATION, SANTA FE.; SAN JUAN

COLL., N. MEX.
FOUR CORNERS REGIONAL COMMISSION,
FARMINGTON, N. MEX.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 01FEB73 93P.

DESCRIPTORS - *DISTRIBUTIVE
EDUCATION; *FOOD SERVICE; *FOOD
SERVICE OCCUPATIONS; *TEACHING
GUIDES; *VOCATIONAL EDUCATION;
FOOD SERVICE INDUSTRY
IDENTIFIERS - *HOSPITALITY
EDUCATION

ABSTRACT - THIS PROGRAM REPORT
COMBINES AN ACCOUNTING OF THE
FUNDS TO ESTABLISH THE PROGRAM AND
AN EVALUATION OF IT WITH THE
INSTRUCTIONAL MATERIAL OF THE
COURSES TAUGHT. FIVE LESSONS IN
THE CASHIERING UNIT AND 20 LESSONS
IN THE WAITER/WAITRESS UNIT ARE
DESCRIBED WITH GOALS, EQUIPMENT
USED, TEACHING AIDS, AND
PREREQUISITES FOR EACH LESSON. THE
TEACHER'S PREPARATION AND
PRESENTATION OF MATERIALS AND AN
INFORMATION SHEET FOR STUDENTS FOR
EACH LESSON ARE INCLUDED.
CONSIDERABLE USE IS MADE OF
TEACHING AIDS. (MU)

VT 100 465
LEE, JASPER S., COMP.
SOUTH CAROLINA CAREER EDUCATION
CURRICULUM MATERIALS.

MISSISSIPPI STATE UNIV., STATE
COLLEGE, CURRICULUM COORDINATING
UNIT.; MISSISSIPPI STATE DEPT. OF
EDUCATION, JACKSON, DIV. OF
VOCATIONAL AND TECHNICAL
EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 39P.

DESCRIPTORS - *ANNOTATED
BIBLIOGRAPHS; *CAREER EDUCATION;
*CURRICULUM RESEARCH; *EDUCATIONAL
RESEARCH; *RESOURCE MATERIALS;
CURRICULUM
IDENTIFIERS - *SOUTH CAROLINA

ABSTRACT - THIS BIBLIOGRAPHY OF
CAREER EDUCATION RESOURCES
CONTAINS INFORMATION SUBMITTED
FROM SOUTH CAROLINA TO THE
MISSISSIPPI RESEARCH AND
CURRICULUM UNIT. THE 59 TITLES ARE
ORGANIZED AS CAREER EXPLORATION
AND PREPARATION, AGRICULTURE,
BUSINESS, DISTRIBUTIVE EDUCATION,
HOME ECONOMICS, SPECIAL EDUCATION
AND TRADE AND INDUSTRIAL
EDUCATION. DATA ON THE ENTRIES
INCLUDE TITLE, DISCIPLINE, TYPE OF
MATERIAL, GRADE LEVEL, CAREER
LEVEL, INTENDED USER, GENERAL
DESCRIPTION OF SUBJECT MATTER,
AUTHOR(S), PUBLISHER, DATE OF
PUBLICATION, PAGE NUMBERS, COST,
AVAILABILITY, NAME OF INDIVIDUAL
SUBMITTING DOCUMENT, AND STATE.
(MU)

VT 100 466
JAMESON, ANNE H.
THE TEN-KEY ADDING MACHINE.
STUDENT MANUAL.

SOUTH CAROLINA STATE DEPT. OF
EDUCATION, COLUMBIA, OFFICE OF
VOCATIONAL EDUCATION.; CLEMSON
UNIV., S.C. VOCATIONAL EDUCATION
MEDIA CENTER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 31P.

DESCRIPTORS - *BUSINESS SKILLS;
*OFFICE MACHINES; *OFFICE
OCCUPATIONS EDUCATION; *OFFICE
PRACTICE; *STUDY GUIDES; SKILL
DEVELOPMENT
IDENTIFIERS - *TEN KEY ADDING
MACHINES

ABSTRACT - THIRTEEN LESSONS IN
THIS MANUAL CONTAIN OBJECTIVES AND
LEARNING ACTIVITIES INVOLVED IN
GAINING SKILL ON THE TEN-KEY
ADDING MACHINE. THE STUDENT IS LED
IN A STEP-BY-STEP APPROACH IN
LEARNING TO USE THE VARIOUS KEYS
ON THE MACHINE WITH SPEED AND
ACCURACY. ADDITION, SUBTRACTION,
MULTIPLICATION, AND DIVISION ARE
PRACTICED WITH STRESS ON GOOD WORK
HABITS AS SKILL IS GAINED. THE
TEACHER'S MANUAL IS AVAILABLE AS
VT 100 469. (MU)

VT 100 467
JAMESON, ANNE H.
THE FULL-KEYBOARD ADDING MACHINE.
STUDENT MANUAL.

SOUTH CAROLINA STATE DEPT. OF
EDUCATION, COLUMBIA, OFFICE OF
VOCATIONAL EDUCATION.; CLEMSON
UNIV., S.C. VOCATIONAL EDUCATION
MEDIA CENTER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 5P.

DESCRIPTORS - *BUSINESS SKILLS;
*OFFICE MACHINES; *OFFICE
OCCUPATIONS EDUCATION; *OFFICE
PRACTICE
IDENTIFIERS - *FULL KEYBOARD
ADDING MACHINES

ABSTRACT - FINGERING TECHNIQUES
ARE ILLUSTRATED BY LINE DRAWINGS,
DISCUSSED IN NARRATIVE
DESCRIPTION, AND DEMONSTRATED
THROUGH A SERIES OF PROBLEMS IN
THIS STUDY GUIDE. PROCEDURES TO
COVER VARIOUS CONTINGENCIES THAT
MAY BE MET IN USING THE FULL
KEYBOARD ADDING MACHINE ARE
DEFINED AND ILLUSTRATED. A
TEACHER'S MANUAL RELATED TO THIS
STUDY GUIDE IS AVAILABLE AS VT 100
468. (MU)

VT 100 468
JAMESON, ANNE H.
THE FULL-KEYBOARD ADDING MACHINE.
TEACHER'S MANUAL.

SOUTH CAROLINA STATE DEPT. OF
EDUCATION, COLUMBIA. OFFICE OF
VOCATIONAL EDUCATION.; CLEMSON
UNIV., S.C. VOCATIONAL EDUCATION
MEDIA CENTER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 5P.

DESCRIPTORS - *ANSWER KEYS;
*BUSINESS SKILLS; *OFFICE
MACHINES; *OFFICE OCCUPATIONS
EDUCATION
IDENTIFIERS - *FULL KEYBOARD
ADDING MACHINES

ABSTRACT - ANSWERS TO THE PROBLEMS
CONTAINED IN THE STUDENT'S MANUAL
FOR THE FULL KEYBOARD ADDING
MACHINE ARE GIVEN IN THIS
TEACHER'S MANUAL. THE TEN-KEY
MACHINE TEACHER'S MANUAL MAY BE
USED FOR INSTRUCTION OF THE FULL
KEYBOARD MACHINE. THIS ANSWER KEY
APPLIES TO THE RELATED DOCUMENT A
STUDENT'S MANUAL. AVAILABLE AS VT
100 467 AND THE STUDENT'S AND
TEACHER'S MANUALS FOR THE TEN-KEY
MACHINE ARE AVAILABLE AS VT 100
466 AND VT 100 469 RESPECTIVELY.
(MU)

VT 100 469
JAMISON, ANNE H.
THE TEN-KEY ADDING MACHINE.
TEACHER'S MANUAL.

SOUTH CAROLINA STATE DEPT. OF
EDUCATION, COLUMBIA. OFFICE OF
VOCATIONAL EDUCATION.; CLEMSON
UNIV., S.C. VOCATIONAL EDUCATION
MEDIA CENTER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 16P.

DESCRIPTORS - *ANSWER KEYS;
*BUSINESS SKILLS; *OFFICE
OCCUPATIONS EDUCATION; *OFFICE
MACHINES; MANUALS; TESTS
IDENTIFIERS - *TEN KEY ADDING
MACHINES

ABSTRACT - ANSWERS FOR THE
PROBLEMS IN THE 13 LESSONS OF THE
STUDENT'S MANUAL ARE GIVEN IN THIS
TEACHER'S MANUAL. AN INTRODUCTION
PROVIDES SUGGESTED PRELIMINARY
ACTIVITIES FOR THE TEACHER,
SUGGESTED SUPPLIES, MATERIALS, AND
EQUIPMENT, OBJECTIVES, AND
FOLLOWUP FOR THE LESSONS. THE
STUDENT'S MANUAL IS AVAILABLE AS
VT 100 466. (MU)

VT 100 470
AIRPLANE FLIGHT INSTRUCTOR WRITTEN
TEST GUIDE.

FEDERAL AVIATION ADMINISTRATION
(DOT), WASHINGTON, D.C. FLIGHT
STANDARDS SERVICE.
MF AVAILABLE IN VT-ERIC SET.
AC-61-11B
SUPERINTENDENT OF DOCUMENTS, U.S.
GOVERNMENT PRINTING OFFICE,
WASHINGTON, D.C. 20402 (S/N 5011-

00061, \$.80)
PUB DATE - 72 49P. REVISED
EDITION; UPDATES VT 012106.

DESCRIPTORS - *ADULT VOCATIONAL
EDUCATION; *AIRCRAFT PILOTS;
*FLIGHT TRAINING; *STUDY GUIDES;
*TECHNICAL EDUCATION; RESOURCE
MATERIALS

ABSTRACT - THE FLIGHT STANDARD
SERVICE OF THE FEDERAL AVIATION
ADMINISTRATION HAS PROVIDED THIS
GUIDE FOR PROSPECTIVE AIRPLANE
FLIGHT INSTRUCTORS AND OTHER
PERSONS INTERESTED IN FEDERAL
AVIATION ADMINISTRATION
CERTIFICATION OF FLIGHT
INSTRUCTORS. CONTENTS INCLUDE
INFORMATION ON CERTIFICATION
REQUIREMENTS, APPLICATION
PROCEDURES, REFERENCE MATERIALS,
AND A SAMPLE WRITTEN TEST WITH
ANSWERS. THE MANUAL IS ILLUSTRATED
WITH MANY FIGURES, DIAGRAMS, AND
WORKING DRAWINGS. (AUTHOR/MU)

VT 100 471
CURRICULUM GUIDE FOR OCCUPATIONAL
HOME ECONOMICS, FOOD SERVICE
OCCUPATIONS. PART II: BASIC FOOD
PREPARATION. FIELD TEST.

CHICAGO BOARD OF EDUCATION, ILL.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 140P.

DESCRIPTORS - *FOOD SERVICE; *FOOD
SERVICE INDUSTRY; *FOODS
INSTRUCTION; *OCCUPATIONAL HOME
ECONOMICS; *VOCATIONAL EDUCATION;
FOOD SERVICE WORKERS; HOME
ECONOMICS; NUTRITION INSTRUCTION;
WORK ATTITUDES
IDENTIFIERS - *CHICAGO PUBLIC
SCHOOLS

ABSTRACT - THIS CURRICULUM GUIDE
FOR A CHICAGO VOCATIONAL HIGH
SCHOOL CONTAINS SEVEN UNITS OF
INSTRUCTION FOR A PROGRAM
PREPARING STUDENTS FOR ENTRY INTO
THE FOODS SERVICE INDUSTRY. THE
UNITS, VARYING IN TIME REQUIRED
FROM TWO TO FIVE WEEKS, ARE
CONCERNED WITH: (1) AN
INTRODUCTION TO THE COURSE, (2)
SALAD PREPARATION, (3) QUICK BREAD
PREPARATION, (4) STARCH COOKERY,
(5) MEAT COOKERY, (6) VEGETABLE
COOKERY, AND (7) DESSERT
PREPARATION. ACTIVITIES INVOLVED
IN EACH PREPARATION ARE DESCRIBED
AND AN APPENDIX TO EACH SECTION
PROVIDES INDIVIDUAL SCORING
SHEETS, A JOB ROTATION PLAN, AND
PROCEDURE SHEETS FOR THE STUDENTS.
(MU)

VT 100 472
CURRICULUM GUIDE FOR HOME
ECONOMICS CHILD CARE AND
DEVELOPMENT, GRADES 11 AND 12.
FIELD TEST.

CHICAGO BOARD OF EDUCATION, ILL.
 MF AVAILABLE IN VT-ERIC SET.
 BOARD OF EDUCATION OF THE CITY OF
 CHICAGO, ROOM 822, 228 LASALLE
 ST., CHICAGO, IL 60601 (\$1.50)
 PUB DATE - 71 174P.

DESCRIPTORS - *CHILD CARE; *CHILD
 DEVELOPMENT; *CURRICULUM GUIDES;
 *HOME ECONOMICS EDUCATION;
 *OCCUPATIONAL HOME ECONOMICS;
 FAMILY LIFE EDUCATION; TEACHING
 GUIDES
 IDENTIFIERS - *CHICAGO PUBLIC
 SCHOOLS

ABSTRACT - THIS GUIDE IS INTENDED
 TO SERVE THREE ASPECTS OF THE HOME
 ECONOMICS PROGRAM IN CHICAGO HIGH
 SCHOOLS--HOME AND FAMILY LIFE,
 OCCUPATIONAL HOME ECONOMICS, AND
 PRE-PROFESSIONAL EDUCATION. A 2-
 COLUMN FORMAT PRESENTS A TEACHING
 GUIDE WHICH CONTAINS UNITS ON: (1)
 THE CHILD AND THE FAMILY, (2)
 PRINCIPLES OF DEVELOPMENT, (3)
 SOCIAL DEVELOPMENT, (4) NEEDS AND
 DEVELOPMENTAL TASKS, (5) CONCEPT
 OF SELF, (6) THE CHILD AND PLAY,
 (7) BEHAVIOR AND DISCIPLINE, (8)
 THE CHILD AND THE COMMUNITY, AND
 (9) VOCATIONAL ASPECTS. AN
 APPENDIX CONTAINS TEACHING
 TECHNIQUES, RESOURCES, GUIDE
 SHEETS FOR USE IN OBSERVING
 CHILDREN, MEAL PLANNING AND
 PREPARATION IN THE CHILD
 DEVELOPMENT LABORATORY, AND A JOB
 DESCRIPTION OF A NURSERY SCHOOL
 ASSISTANT. (MU)

VT 100 473
 TENNYSON, W. WESLEY, AND OTHERS
 THE TEACHER'S ROLE IN CAREER
 DEVELOPMENT.

MINNESOTA STATE DEPT. OF
 EDUCATION, ST. PAUL.; NATIONAL
 VOCATIONAL GUIDANCE ASSOCIATION,
 WASHINGTON, D.C.
 MF AVAILABLE IN VT-ERIC SET.
 AMERICAN PERSONNEL AND GUIDANCE
 ASSOCIATION, PUBLICATIONS SALES,
 1607 NEW HAMPSHIRE AVENUE, N.W.,
 WASHINGTON, D.C. 20009 (\$1.90)
 PUB DATE - 65 108P. REVISED
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 EDUCATION. REPRINTED IN 1971 BY
 NATIONAL VOCATIONAL GUIDANCE
 ASSOCIATION.

DESCRIPTORS - *RELEVANCE
 (EDUCATION); *TEACHER ATTITUDES;
 *TEACHER EDUCATION; *TEACHER ROLE;
 *VOCATIONAL DEVELOPMENT;
 ELEMENTARY SCHOOL TEACHERS;
 OCCUPATIONAL GUIDANCE;
 OCCUPATIONAL INFORMATION;
 SECONDARY SCHOOL TEACHERS; TEACHER
 RESPONSIBILITY; VOCATIONAL
 COUNSELING

ABSTRACT - THIS PAMPHLET SERVES TO
 EMPHASIZE THE CLASSROOM TEACHERS'

BEST COPY AVAILABLE

379

CONTRIBUTIONS TOWARDS THEIR
 STUDENTS' UNDERSTANDING OF JOB
 OPPORTUNITIES AND CAREERS. METHODS
 AND MEDIA FOR RELATING SUBJECT
 MATTER TO VOCATIONAL DEVELOPMENT
 ARE EXAMINED AND THE JOB FIELDS
 THAT ARE RELATED TO EACH SCHOOL
 SUBJECT ARE EXPLORED. THE ROLE AND
 ATTITUDES OF THE CLASSROOM TEACHER
 AND THEIR EFFECT ON STUDENTS'
 VOCATIONAL DEVELOPMENT ARE RELATED
 TO THE CHANGING DEMANDS OF
 SOCIETY. SOME OF THE KINDS OF
 POSTSECONDARY EDUCATION AVAILABLE
 TO STUDENTS ARE DETAILED. (MU)

VT 100 474
 JONES, ALICE HANSON; MORK, LUCILE
 F.
 HELPING FAMILIES MANAGE THEIR
 FINANCES.

AGRICULTURAL RESEARCH SERVICE
 (DOA), WASHINGTON, D.C.
 MF AVAILABLE IN VT-ERIC SET.
 HOME-EC-RES-R-21
 SUPERINTENDENT OF DOCUMENTS, U.S.
 GOVERNMENT PRINTING OFFICE,
 WASHINGTON, D.C. 20402 (CATALOG
 NO. A1-87:21/2; PRICE: \$.40)
 PUB DATE - JUN68 56P. REVISED
 EDITION.

DESCRIPTORS - *CREDIT (FINANCE);
 *EXTENSION EDUCATION; *FAMILY
 MANAGEMENT; *FAMILY RESOURCES;
 *HOME ECONOMICS EDUCATION; FAMILY
 INCOME; FINANCIAL POLICY;
 FINANCIAL SERVICES

ABSTRACT - THIS GUIDE FOR
 EXTENSION WORKERS IS DIRECTED
 TOWARD THE FAMILIES WHO HAVE
 SOUGHT COUNSELING IN HOME FINANCES
 FROM THE HOME ECONOMIST. FACTORS
 ASSOCIATED WITH CHOOSING FINANCIAL
 GOALS, PLANNING EXPENDITURES,
 SHARING FAMILY TASKS INVOLVED WITH
 THE SPENDING PLAN AND EVALUATING
 THE RESULTS OF EXPENDITURES ARE
 DISCUSSED. EXPENDITURE PATTERNS OF
 A VARIETY OF FAMILIES ARE COMPARED
 IN EXPLAINING THE USE OF BUDGETS.
 THE COST OF CONSUMER CREDIT IS
 CONSIDERED IN INTEREST RATES AND
 INSTALLMENT CREDIT. (MU)

VT 100 475
 EVALUATION FOR BROADENING
 ELEMENTARY VOCATIONAL CONCEPTS.

JACKSON COUNTY REORGANIZED SCHOOL
 DISTRICT 7, LEE'S SUMMIT, MO.
 MF AVAILABLE IN VT-ERIC SET.
 PUB DATE - 10JUL72 17P.

DESCRIPTORS - *CAREER EDUCATION;
 *GRADE 6; PROGRAM DESCRIPTIONS;
 *VOCATIONAL DEVELOPMENT; LEARNING
 ACTIVITIES; OCCUPATIONAL
 INFORMATION
 IDENTIFIERS - *JACKSON COUNTY
 REORGANIZED SCHOOL DISTRICT 7;
 CAREER EXPLORATION; MISSOURI

ABSTRACT - THIS REPORT OF A PROGRAM FOR SIXTH GRADE STUDENTS RECOUNTS SEVERAL OBJECTIVES AND THEIR RELATED CLASSROOM ACTIVITIES, AND FOLLOWS EACH OBJECTIVE WITH AN EVALUATION OF THE PROGRAM ACHIEVEMENTS TOWARD THAT GOAL. IN GENERAL, THESE OBJECTIVES EXPAND THE OCCUPATIONAL UNDERSTANDINGS OF THE STUDENTS, RELATE THE SCHOOL SUBJECTS TO CAREERS, AND INSTILL POSITIVE ATTITUDES TOWARD WORK. USE OF COMMUNITY RESOURCES, FIELD TRIPS, AND SPEAKERS IS EMPHASIZED. (MU)

VT 100 476

MACHINES. UNIT III: FORCE AND MOTION. LEVEL: NINE. LESSON I: INDIVIDUAL STUDY GUIDE FOR STUDENT.

NATCHITOCHE CENTRAL HIGH SCHOOL, LA.
MF AVAILABLE IN VT-ERIC SET.
JCPS-9
PUB DATE - 72 32P.

DESCRIPTORS - *ENGINES; *FLUID POWER EDUCATION; *INDUSTRIAL EDUCATION; *MECHANICS (PHYSICS); *POWER MECHANICS; AUTO MECHANICS; ENERGY; FORCE; MOTION; PRESSURES

ABSTRACT - THIS STUDY GUIDE USES A 5-COLUMN FORMAT TO GIVE THE STUDENT VARIOUS CONCEPTS TO BE UNDERSTOOD, THE LESSON CONTENT, USEFUL METHODS, MATERIALS, AND LEARNING ACTIVITIES, AN EVALUATION PLAN, AND SOURCES OF ENRICHMENT MATERIALS. THE FOLLOWING FOUR LESSON TOPICS CONSTITUTE THIS UNIT: (1) MACHINES AND ENGINES, (2) MOTION, (3) WORK AND POWER, AND (4) FORCE AND MOTION. (MJ)

VT 100 477

OCCUPATIONAL WORK EXPERIENCE. (26 STUDENT HANDBOOKS AND 1 INSTRUCTOR'S MANUAL).

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OHIO 43210 (STUDENT HANDBOOKS \$8.00; INSTRUCTORS MANUAL \$4.00).
PUB DATE - 72 509P.

DESCRIPTORS - *HIGH SCHOOL STUDENTS; *STUDY GUIDES; *TEACHING GUIDES; *VOCATIONAL ADJUSTMENT; *WORK EXPERIENCE PROGRAMS; EMPLOYMENT EXPERIENCE; WORK ATTITUDES

ABSTRACT - THIS SET OF MANUALS SUPPLIES A TEACHING GUIDE FOR THE INSTRUCTOR AND 26 STUDY GUIDES FOR THE HIGH SCHOOL STUDENT ENROLLED

IN A WORK EXPERIENCE PROGRAM. THE TEACHING GUIDE GIVES THE INSTRUCTOR A RATIONALE FOR EACH UNIT OF INSTRUCTION, SUGGESTED CLASSROOM ACTIVITIES, AND CHALK BOARD USES KEYED TO EACH STUDY UNIT. THE 26 STUDY GUIDES INCLUDE SUCH TITLES AS: (1) ORIENTATION, (2) SAFETY, (3) WHY STAY IN SCHOOL, (4) HOW TO STUDY, (5) HOW TO APPLY FOR AND GET A JOB, (6) PERSONAL BUDGETING, (7) SOCIAL SECURITY, (8) WHAT THE EMPLOYER WANTS, AND (9) LABOR LAWS. (MU)

VT 100 478

CAREER EDUCATION LESSONS: MISCELLANEOUS MINI-UNITS FOR GRADES K-6 DEVELOPED DURING 1972-73 SCHOOL YEAR.

WATERTOWN INDEPENDENT SCHOOL DISTRICT 1, S. DAK.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 17P.

DESCRIPTORS - *CAREER EDUCATION; *CAREER LADDERS; *CAREER PLANNING; *LESSON PLANS; *TEACHING GUIDES; ELEMENTARY GRADES; UNITS OF STUDY (SUBJECT FIELDS)

ABSTRACT - THIS INSTRUCTIONAL GUIDE WAS DESIGNED FOR USE IN THE CAREER EDUCATION PROGRAM FOR GRADES K-6. CONTAINED ARE MINI-UNITS ON THE FOLLOWING OCCUPATIONAL CLUSTERS: (1) CONSUMER AND HOMEMAKER, (2) FINANCIAL AND BUSINESS SERVICES, (3) AGRIBUSINESS, AND (4) NEWSPAPER EDITING. (SN)

VT 100 479

LUCHT, LINDA LOU, ED.
A GUIDE FOR EVALUATING CONSUMER EDUCATION PROGRAMS AND MATERIALS.

AMERICAN HOME ECONOMICS ASSOCIATION, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 25P.

DESCRIPTORS - *CONSUMER EDUCATION; *EVALUATION CRITERIA; *GUIDES; *MEASUREMENT TECHNIQUES; *PROGRAM EVALUATION; CURRICULUM EVALUATION

ABSTRACT - THIS PUBLICATION WAS DESIGNED TO SERVE AS A GUIDE IN EVALUATING CONSUMER EDUCATION PROGRAMS AND MATERIALS. ITS FLEXIBLE ORGANIZATION SO ALLOWS IT TO BE USED IN TOTAL OR IN PART, ACCORDING TO INDIVIDUAL NEEDS. PROVIDED IN THE GUIDE ARE AN EXPLANATION OF WHAT CONSUMER EDUCATION IS AND HOW IT DIFFERS FROM CONSUMER INFORMATION, AN EXPLANATION OF HOW THE CONTENTS OF THE LEAFLET ARE ARRANGED, AND MEASUREMENT SCALES AND INFORMATION ON HOW EACH OF THE FOLLOWING ELEMENTS SHOULD BE ASSESSED: (1) OBJECTIVES OF CONSUMER EDUCATION,

(2) CONTENT OF THE CONSUMER EDUCATION CURRICULUM (3) LEARNING EXPERIENCES, (4) EVALUATION MATERIALS AND PROCEDURES, AND (5) EDUCATION MATERIALS. (SN)

VT 100 480

GURKIN, JAMES, AND OTHERS
AN APPROACH TO PROPOSED CURRICULUM REVISION OF INDUSTRIAL ARTS PROGRAMS AT THE SECONDARY LEVEL.

MF AVAILABLE IN VT-ERIC SET.
PUR DATE - 70 9P.

DESCRIPTORS - *CURRICULUM;
*CURRICULUM DESIGN; *CURRICULUM DEVELOPMENT; *INDUSTRIAL ARTS;
*SHOP CURRICULUM; SECONDARY GRADES

ABSTRACT - THE THREE OBJECTIVES UNDERLYING THE DEVELOPMENT OF THIS CURRICULUM WERE: (1) TO IMPROVE THE OFFERINGS OF INDUSTRIAL ARTS COURSES IN LIGHT OF TECHNOLOGICAL PROGRESS, (2) TO INSURE THE ARTICULATION BETWEEN ACADEMIC AND OCCUPATIONAL LEARNING, AND (3) TO RE-ENFORCE THE QUALITY OF INSTRUCTION AND LEARNING. CONTENTS INCLUDE: (1) THE RATIONALE FOR THE PROGRAM, (2) PROGRAM OBJECTIVES, (3) AN OUTLINE OF THE PROGRAM'S IMPLEMENTATION SCHEDULE AND STRATEGY FOR ACHIEVING STATED GOALS, (4) A GRAPHIC MODEL OF THE PREVIOUS INDUSTRIAL ARTS PROGRAM (1969), (5) A GRAPHIC MODEL OF THE PRESENT INDUSTRIAL ARTS PROGRAM, AND (6) A MODEL AND EXPLANATION OF THE STRATEGY TO BE FOLLOWED FOR PROCURING EQUIPMENT TO BE USED IN IMPLEMENTING THE PROJECT. (SN)

VT 100 481

TODD, RONALD D.
A PROPOSED CURRICULUM IN TECHNOLOGY: THE "WORLD OF WORK" AND CAREERS. UNDATED WORKING PAPER.

MF AVAILABLE IN VT-ERIC SET.
PUR DATE - NO 21P.

DESCRIPTORS - *CAREER EDUCATION;
*CAREER PLANNING; *CURRICULUM DESIGN; *TECHNOLOGY; *VOCATIONAL DEVELOPMENT; CURRICULUM;
CURRICULUM DEVELOPMENT; ELEMENTARY GRADES; SECONDARY GRADES;
VOCATIONAL EDUCATION

ABSTRACT - PRESENTED IN THIS DOCUMENT IS A CURRICULUM PLAN FOR THE INTEGRATION OF TECHNOLOGY AND CAREER EDUCATION CONCEPTS. THE OBJECTIVES OF THE CURRICULUM ARE TO AID STUDENTS BEFORE GRADUATION TO: (1) GAIN THE NEEDED SKILLS WHICH WILL ENABLE THEM TO EARN THEIR OWN WAY IN SOCIETY, (2) SEE THE PART THEY MAY PLAY IN THE WORK FORCE AND THE SIGNIFICANCE OF THAT WORK, (3) TRY OUT TENTATIVE WORK INTERESTS AND CAREER DIRECTIONS

WITH A MINIMAL THREAT OF FAILURE, (4) COMPREHEND HOW TECHNOLOGY AFFECTS THEIR LIVES AND HOW THEY MAY GAIN SKILLS IN CONTROLLING CERTAIN ASPECTS OF THAT TECHNOLOGY, AND (5) FIND OUT ABOUT THEIR SKILLS, ABILITIES, INTERESTS, BELIEFS, AND VALUES AS THEY APPLY TO TECHNOLOGY, THE "WORLD OF WORK," AND "SELF." STRATEGIES FOR THE IMPLEMENTATION OF THE CURRICULUM ARE PROVIDED. (SN)

VT 100 482

GREEN, KATHERINE S., AND OTHERS
HANDBOOK FOR VOCATIONAL TEACHER-COORDINATORS OF BUSINESS AND OFFICE EDUCATION.

MISSISSIPPI STATE UNIV., STATE COLLEGE. CURRICULUM COORDINATING UNIT.

MISSISSIPPI STATE DEPT. OF EDUCATION. JACKSON. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.

MF AVAILABLE IN VT-ERIC SET.
BUS-OFF-PUB-2000
PUR DATE - 72 131P.

DESCRIPTORS - *BUSINESS EDUCATION;
*COOPERATIVE EDUCATION; *OFFICE OCCUPATIONS EDUCATION; *PROGRAM GUIDES; *VOCATIONAL EDUCATION;
ADULT EDUCATION; OFFICE OCCUPATIONS
IDENTIFIERS - *MISSISSIPPI

ABSTRACT - THIS PROGRAM GUIDE FOR COOPERATIVE VOCATIONAL EDUCATION IN OFFICE OCCUPATIONS DESCRIBES THE REQUIREMENTS OF THE COORDINATOR, INSTRUCTOR, STUDENT, AND EMPLOYER FOR PARTICIPATION IN A MISSISSIPPI PROGRAM. EQUIPMENT AND PROGRAM OFFERED BY THE SCHOOL, EDUCATION AND EXPERIENCE OF THE COORDINATOR, PREREQUISITES TO BE MET BY THE STUDENT FOR ENROLLMENT AND AGREEMENTS BY THE EMPLOYER ARE DEFINED. A SPECIAL PROGRAM FOR INTENSIVE STUDY USING SIMULATION WITH BLOCK SCHEDULING TO PROVIDE AN OFFICE-LIKE ATMOSPHERE WHEN COOPERATIVE EDUCATION IS NOT FEASIBLE IS DESCRIBED SHOWING THE PREREQUISITES OF ALL PARTICIPANTS AND THE PROGRAM REQUIREMENTS. MANY SAMPLE FORMS ARE INCLUDED FOR THE PROGRAM, THE INSTRUCTOR, THE STUDENT, AND THE EMPLOYER. A PROGRAM FOR ADULT EDUCATION IS DEFINED FOR USE IN THE STATE. GENERAL INFORMATION, MINIMUM OFFICE STANDARDS, FREE TEACHING AIDS, EVALUATION DATA, CALENDAR OF EVENTS, AND A LIST OF SHORTENED JOB DESCRIPTIONS ARE INCLUDED. (MU)

VT 100 483

A HUMAN RESOURCES CAREER DEVELOPMENT MODEL FOR PAWTUCKET, RHODE ISLAND, IN CONJUNCTION WITH

THE PAWTUCKET MODEL CITIES AGENCY. BEST COPY AVAILABLE
ELEMENTARY PROGRAM, BOOK I-BOOK
II.

PUR DATE - ND 16P.

PAWTUCKET CITY SCHOOL DEPT., R.I.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 1JUL72 197P.

DESCRIPTORS - *BOOKKEEPING;
*BUSINESS EDUCATION; *PROGRAMED
UNITS; *RECORDKEEPING; *STUDY
GUIDES; UNITS OF STUDY (SUBJECT
FIELDS)
IDENTIFIERS - *LEARNING ACTIVITY
PACKAGE; LAP

DESCRIPTORS - *CAREER EDUCATION;
ELEMENTARY GRADES; OBJECTIVES;
*TEACHING GUIDES; *GUIDELINES;
SCHEDULING; INSTRUCTIONAL
MATERIALS; CONCEPT TEACHING
IDENTIFIERS - CAREER AWARENESS

ABSTRACT - THIS PROGRAMED UNIT OF
STUDY, KEYED TO 20TH CENTURY
BOOKKEEPING AND ACCOUNTING
TEXTBOOK, IS FOR THE BEGINNER IN
THE FIELD. IT COVERS THE
ACTIVITIES IN CONNECTION WITH
RECORDING AND POSTING ENTRIES FOR
A GENERAL JOURNAL, STRIKING A
TRIAL BALANCE, AND CORRECTING
ERRORS IN A TRIAL BALANCE.
BEHAVIORAL OBJECTIVES, RESOURCES,
AND A SELF-EVALUATING TEST ARE
INCLUDED. (MU)

ABSTRACT - DEVELOPED BY PERSONNEL
OF A RHODE ISLAND SCHOOL SYSTEM,
THIS REPORT IS INTENDED TO PROVIDE
CONTINUITY TO A CAREER DEVELOPMENT
PROGRAM AT THE ELEMENTARY LEVEL
AND TO ESTABLISH GUIDELINES FOR
THE TEACHERS IN IMPLEMENTING THE
PROGRAM. AN OVERVIEW OF THE ENTIRE
PROJECT IS FOLLOWED BY GENERAL
GUIDELINES TO AID THE TEACHER IN
DEVELOPING CAREER CONCEPTS TO BE
TAUGHT, PLANNING FOR FIELD TRIPS
AND RESOURCE PERSONS, AND
SCHEDULING DAILY ACTIVITIES. THE
BODY OF THE REPORT CONTAINS
SUGGESTED CAREER RELATED ACTIVITY
UNITS AND TEACHING PLANS FOR
GRADES 1-6. ADDITIONAL BLANK PAGES
ARE PROVIDED TO ALLOW FOR
TEACHERS' COMMENTS AND ACTIVITY
PLANS. (KH)

VT 100 486
WATKINS, DAISY
BOOKKEEPING I: SPECIAL JOURNALS
AND SUBSIDIARY LEDGERS. LEARNING
ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.
MF AVAILABLE IN VT-ERIC SET.
LAP-3
PUB DATE - ND 27P.

VT 100 484
WATKINS, DAISY
BOOKKEEPING I: STARTING A
BOOKKEEPING SYSTEM. LEARNING
ACTIVITY PACKAGE.

DESCRIPTORS - *BOOKKEEPING;
*BUSINESS EDUCATION; *PROGRAMED
UNITS; *RECORDKEEPING; *STUDY
GUIDES; UNITS OF STUDY (SUBJECT
FIELDS)
IDENTIFIERS - *LEARNING ACTIVITY
PACKAGE; LAP

NINETY SIX HIGH SCHOOL, S.C.
MF AVAILABLE IN VT-ERIC SET.
LAP-1
PUB DATE - ND 18P.

ABSTRACT - THIS PROGRAMED UNIT OF
STUDY, KEYED TO 20TH CENTURY
BOOKKEEPING AND ACCOUNTING
TEXTBOOK IS FOR THE BEGINNER IN
THE FIELD. IT COVERS THE
ACTIVITIES IN CONNECTION WITH
RECORDING PURCHASES, CASH
PAYMENTS, SALES, AND THE CHECKING
ACCOUNT AND RECONCILIATION OF BANK
STATEMENTS. BEHAVIORAL OBJECTIVES,
RESOURCES, AND A SELF-EVALUATING
TEST ARE INCLUDED. (MU)

DESCRIPTORS - *BOOKKEEPING;
*BUSINESS EDUCATION; *PROGRAMED
UNITS; *STUDY GUIDES; UNITS OF
STUDY (SUBJECT FIELDS)
IDENTIFIERS - *LEARNING ACTIVITY
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF
STUDY, KEYED TO 20TH CENTURY
BOOKKEEPING AND ACCOUNTING
TEXTBOOK, IS FOR THE BEGINNER IN
THE FIELD. IT COVERS THE
ACTIVITIES IN CONNECTION WITH
RECORDING AND POSTING THE OPENING
ENTRIES OF A SMALL BUSINESS. A
LIST OF RESOURCES BEHAVIORAL
OBJECTIVES AND A SELF-EVALUATING
TEST ARE INCLUDED. (MU)

VT 100 487
WATKINS, DAISY
BOOKKEEPING I: FINANCIAL REPORTS.
LEARNING ACTIVITY PACKAGE.

VT 100 485
WATKINS, DAISY
BOOKKEEPING I: BOOKKEEPING CYCLE.
LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.
MF AVAILABLE IN VT-ERIC SET.
LAP-4
PUB DATE - ND 19P.

NINETY SIX HIGH SCHOOL, S.C.
MF AVAILABLE IN VT-ERIC SET.
LAP-2

DESCRIPTORS - *BOOKKEEPING;
*BUSINESS EDUCATION; *PROGRAMED
UNITS; *RECORDKEEPING; *STUDY
GUIDES; UNITS OF STUDY (SUBJECT
FIELDS)
IDENTIFIERS - *LEARNING ACTIVITY
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF

STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN THE FIELD. IT COVERS THE ACTIVITIES IN CONNECTION WITH REVIEWING THE WORK SHEET, PROFIT AND LOSS STATEMENT, BALANCE SHEET, THE CAPITAL STATEMENT, ADJUSTING AND CLOSING ENTRIES, AND THE POST-CLOSING TRIAL BALANCE. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

VT 100 488
WATKINS, DAISY
BOOKKEEPING I: SPENCER ATHLETIC GOODS. LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.
MF AVAILABLE IN VT-ERIC SET.
LAP-5
PUB DATE - ND 9P.

DESCRIPTORS - *BOOKKEEPING;
*BUSINESS EDUCATION; *PROGRAMED
UNITS; *RECORDKEEPING; *STUDY
GUIDES; UNITS OF STUDY (SUBJECT
FIELDS)
IDENTIFIERS - *LEARNING ACTIVITY
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN THE FIELD. IT COVERS THE ACTIVITIES IN CONNECTION WITH THE TRANSACTIONS OF A WHOLESALE ATHLETIC GOODS BUSINESS FOR A FISCAL PERIOD OF ONE MONTH. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

VT 100 489
WATKINS, DAISY
BOOKKEEPING I: INTRODUCTION TO AUTOMATED DATA. LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.
MF AVAILABLE IN VT-ERIC SET.
LAP-6
PUB DATE - ND 11P.

DESCRIPTORS - *BOOKKEEPING;
*BUSINESS EDUCATION; *DATA
PROCESSING; *PROGRAMED UNITS;
*STUDY GUIDES; UNITS OF STUDY
(SUBJECT FIELDS)
IDENTIFIERS - *LEARNING ACTIVITY
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN THE FIELD. IT COVERS ACTIVITIES IN CONNECTION WITH AUTOMATIC MACHINES, HIGH SPEED ELECTRONIC EQUIPMENT, AND PROCEDURES IN AUTOMATIC DATA PROCESSING. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

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VT 100 490
WATKINS, DAISY
BOOKKEEPING I: COMBINATION JOURNAL. LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.
MF AVAILABLE IN VT-ERIC SET.
LAP-7
PUB DATE - ND 17P.

DESCRIPTORS - *BOOKKEEPING;
*BUSINESS EDUCATION; *PROGRAMED
UNITS; *RECORDKEEPING; *STUDY
GUIDES; UNITS OF STUDY (SUBJECT
FIELDS)
IDENTIFIERS - *LEARNING ACTIVITY
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN THE FIELD. IT COVERS THE ACTIVITIES IN CONNECTION WITH THE USE OF THE COMBINATION JOURNAL, THE PETTY CASH FUND, HANDLING OF SALES RETURNS AND CASH DISCOUNTS. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

VT 100 491
WATKINS, DAISY
BOOKKEEPING I: CASH REGISTER BOOKKEEPING SYSTEM. LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.
MF AVAILABLE IN VT-ERIC SET.
LAP-8
PUB DATE - ND 19P.

DESCRIPTORS - *BOOKKEEPING;
*BUSINESS EDUCATION; *PROGRAMED
UNITS; *STUDY GUIDES; UNITS OF
STUDY (SUBJECT FIELDS)
IDENTIFIERS - *LEARNING ACTIVITY
PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN THE FIELD. IT COVERS THE ACTIVITIES IN CONNECTION WITH DEPRECIATION, POST-DEPRECIATION EXPENSES, GAINS AND LOSSES ON FIXED ASSETS. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

VT 100 492
WATKINS, DAISY
BOOKKEEPING I: PRACTICE SET.
LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.
MF AVAILABLE IN VT-ERIC SET.
LAP-9
PUB DATE - ND 13P.

DESCRIPTORS - *BOOKKEEPING;
*BUSINESS EDUCATION; *PROGRAMED

UNITS; *STUDY GUIDES; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *LEARNING ACTIVITY PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN THE FIELD. IT COVERS ACTIVITIES IN CONNECTION WITH RECORDING SUCH TRANSACTIONS FROM CASH REGISTER RECORDS AS ENTRIES INTO A COMBINATION JOURNAL, POSTING, PROVING, AND PHASES OF ACCOUNTING AT THE END OF THE FISCAL PERIOD. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

VT 100 493

WATKINS, DAISY
BOOKKEEPING II: BOOKKEEPING CYCLE.
LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.
MF AVAILABLE IN VT-ERIC SET.
LAP-10
PUB DATE - NO 14P.

DESCRIPTORS - *BOOKKEEPING;
*BUSINESS EDUCATION; *PROGRAMED UNITS; *STUDY GUIDES; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *LEARNING ACTIVITY PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN THE FIELD. IT COVERS ACTIVITIES IN CONNECTION WITH ANALYZING BUSINESS TRANSACTIONS INTO DEBIT AND CREDIT PARTS AND RECORDING THEM INTO A COMBINATION JOURNAL, PROVING CASH, MAKING A SCHEDULE OF ACCOUNTS RECEIVABLE AND A SCHEDULE OF ACCOUNTS PAYABLE, AND STRIKING A TRIAL BALANCE. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

VT 100 494

WATKINS, DAISY
BOOKKEEPING II: DEPARTMENTAL AND PAYROLL ACCOUNTING. LEARNING ACTIVITY PACKAGE.

NINETY SIX HIGH SCHOOL, S.C.
MF AVAILABLE IN VT-ERIC SET.
LAP-11
PUB DATE - NO 16P.

DESCRIPTORS - *BOOKKEEPING;
*BUSINESS EDUCATION; *PROGRAMED UNITS; *STUDY GUIDES; UNITS OF STUDY (SUBJECT FIELDS)
IDENTIFIERS - *LEARNING ACTIVITY PACKAGE; LAP

ABSTRACT - THIS PROGRAMED UNIT OF STUDY, KEYED TO 20TH CENTURY BOOKKEEPING AND ACCOUNTING TEXTBOOK, IS FOR THE BEGINNER IN

THE FIELD. IT CONCERNS THE ACTIVITIES IN CONNECTION WITH APPLYING BOOKKEEPING PROCEDURES TO A BUSINESS ORGANIZED ON A DEPARTMENTAL BASIS. BEHAVIORAL OBJECTIVES, RESOURCES, AND A SELF-EVALUATING TEST ARE INCLUDED. (MU)

VT 100 495

CURRICULUM GUIDE FOR OCCUPATIONAL HOME ECONOMICS: FOOD HOSTESS AND WAITRESS. FIELD TEST.

CHICAGO BOARD OF EDUCATION, ILL.
MF AVAILABLE IN VT-ERIC SET.
BOARD OF EDUCATION OF THE CITY OF CHICAGO, ROOM 822, 228 LASALLE ST., CHICAGO, IL 60601 (\$1.50)
PUB DATE - 71 134P.

DESCRIPTORS - *FOOD SERVICE; *FOOD SERVICE INDUSTRY; *FOODS INSTRUCTION; *FOODS SERVICE OCCUPATIONS; *OCCUPATIONAL HOME ECONOMICS; FOOD SERVICE WORKERS

ABSTRACT - THIS GUIDE COVERS A 10-WEEK COURSE FOR THE FRESHMAN YEAR IN A CHICAGO HIGH SCHOOL AS PART OF A 4-YEAR HOME ECONOMICS RELATED OCCUPATIONS PROGRAM. IT CAN ALSO BE USED TO SUPPLEMENT THE FOODS AND NUTRITION COURSE IN A GENERAL HIGH SCHOOL. TWO OBJECTIVES OF THE COURSE ARE TO DEVELOP SKILLS AND TO SHAPE ATTITUDES FOR SUCCESSFUL EMPLOYMENT IN THE FOODS SERVICE INDUSTRY. CONTENTS INCLUDE NINE UNITS PROVIDING INSTRUCTIONAL EXPERIENCES IN THE FOLLOWING GENERAL AREAS: (1) ATTITUDES AND UNDERSTANDINGS ABOUT PERSONAL QUALITIES INCLUDING APPEARANCE, SPEECH, MANNERS, SAFETY, AND HEALTH HABITS IN FOOD HANDLING, (2) SKILLS IN USING EQUIPMENT, PREPARING FOODS, PLANNING MENUS, AND GETTING ALONG WITH PEOPLE, AND (3) PRACTICE IN JOB ROTATION, SERVING VARIOUS TYPES OF MENUS, AND WORKING IN VARIOUS KINDS OF FOOD SERVICE ESTABLISHMENTS. (MU)

VT 100 496

USING THE RESULTS OF THE TRADE AND INDUSTRIAL EDUCATION ACHIEVEMENT TEST PROGRAM.

OHIO STATE DEPT. OF EDUCATION, COLUMBUS. TRADE AND INDUSTRIAL EDUCATION SERVICE.
MF AVAILABLE IN VT-ERIC SET.
INSTRUCTIONAL MATERIALS LABORATORY, THE OHIO STATE UNIVERSITY, 1885 NEIL AVENUE, COLUMBUS, OH 43210.
PUB DATE - 72 29P.

DESCRIPTORS - *ACHIEVEMENT TESTS; *OCCUPATIONAL TESTS; *TEST RESULTS; *TESTING; *TESTING PROGRAMS; APTITUDE TESTS; PROGRAM EVALUATION; VOCATIONAL PROGRAMS
IDENTIFIERS - *OHIO TRADE INDUSTRIAL EDUCATION ACHIEVEMENT

TEST

ABSTRACT - THIS ACHIEVEMENT TEST PROGRAM GIVES SCHOOL ADMINISTRATORS, SUPERVISORS, TEACHERS, AND COUNSELORS AN EFFECTIVE TOOL IN A VOCATIONAL PROGRAM. SOME OF ITS PURPOSES ARE TO: (1) HELP DETERMINE IF THE OBJECTIVES OF INSTRUCTION HAVE BEEN ACHIEVED, (2) IDENTIFY FACILITY AND EQUIPMENT DEFICIENCIES, (3) IDENTIFY STRENGTHS AND WEAKNESSES OF THE INSTRUCTION AND OF THE STUDENTS, AND (4) HELP EVALUATE REFERENCE MATERIALS. THE ENTIRE TEST BATTERY CONSISTS OF THE CALIFORNIA SHORT FORM TEST OF ACADEMIC APTITUDE AND TRADE ACHIEVEMENT TEST WHICH ALL STUDENTS ARE EXPECTED TO COMPLETE PLUS 12 TRADE ACHIEVEMENT TESTS. INSTRUCTIONS ARE GIVEN IN USES OF THE TEST BATTERY AND IN UTILIZING THE TEST RESULTS. A SHORT REPORTING IS MADE ON A STUDY OF THE TEST RESULTS AND COMPLETE REPORT IS AVAILABLE FOR \$1.00 FROM INSTRUCTION MATERIALS LABORATORY, OHIO STATE UNIVERSITY, TOWNSHEND HALL, 1885 NEIL AVE., COLUMBUS, OHIO 43210. (AUTHOR/MU)

VT 100 497

PROPOSED CURRICULUM FOR TWO YEAR ENVIRONMENTAL SCIENCE TECHNOLOGY. FINAL REPORT.

NORTH DAKOTA STATE SCHOOL OF SCIENCE, WAMPETON, N.D.
NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK.
RESEARCH COORDINATING UNIT.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - SEP 72 150P.

DESCRIPTORS - *COLLEGE CURRICULUM;
*ENGINEERING TECHNOLOGY;
*ENVIRONMENTAL EDUCATION; *SCIENCE PROGRAMS; *TECHNICAL EDUCATION;
POST SECONDARY EDUCATION; PROGRAM DESCRIPTIONS; VOCATIONAL EDUCATION IDENTIFIERS - *NORTH DAKOTA STATE SCHOOL OF SCIENCE

ABSTRACT - THIS 2-YEAR CURRICULUM FOR A POSTSECONDARY PROGRAM IN ENVIRONMENTAL SCIENCE TECHNOLOGY IS ORIENTED TOWARD A "HANDS-ON" ENGINEERING APPROACH RATHER THAN THE BIOLOGICAL SCIENCE APPROACH. AN OUTLINE FOR THE SUGGESTED PROGRAM INCLUDES COURSE TITLE, YEAR AND QUARTER OFFERED, PERIODS PER WEEK, AND UNITS OF CREDIT FOR BOTH THE FIRST AND SECOND YEAR CLASSES. EACH COURSE TITLE FOLLOWS IN DETAIL WITH COURSE NAME AND NUMBER FOR EACH QUARTER OF COLLEGE STUDY, COURSE CONTENT WITH OBJECTIVES, THE MAJOR DIVISIONS OF THE COURSE AND PERIODS DEVOTED TO EACH DIVISION, TEXTS AND REFERENCES. IN ALL, 33 COURSES ARE DESCRIBED. (MU)

VT 100 498

GUIDE FOR ADMINISTERING CAREER EDUCATION TESTS K-9.

MINNESOTA RESEARCH COORDINATING UNIT IN OCCUPATIONAL EDUCATION, MINNEAPOLIS.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NO 14P.

DESCRIPTORS - *CAREER EDUCATION;
*GUIDES; *TESTING; *TESTS; GROUP TESTS; OBJECTIVE TESTS

ABSTRACT - TO PROVIDE TEST ADMINISTRATORS WITH BACKGROUND INFORMATION ON THE CAREER EDUCATION EVALUATION PROJECT, THIS GUIDE DESCRIBES A HISTORY OF THE FUNDING SOURCE OF THE PROGRAM AND ITS DEVELOPMENT AND IMPLEMENTATION. DEFINITIONS OF EXPERIMENTAL AND CONTROL CLASSES ARE GIVEN. EIGHT STEPS FOR ADMINISTERING THE TESTS ARE RECOMMENDED AND THE PROCEDURES IN HANDLING THE ANSWER SHEETS ARE OUTLINED. (MU)

VT 100 499

EXPLORING MY WORLD: CAREER INSTRUCTIONAL UNIT 3, GRADE 1.

NEWPORT INDEPENDENT SCHOOL DISTRICT, KY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NO 18P.

DESCRIPTORS - *CAREER EDUCATION;
*FIELD TRIPS; *GRADE 1;
*INTEGRATED CURRICULUM; *TEACHING GUIDES; ELEMENTARY GRADES IDENTIFIERS - *NEWPORT INDEPENDENT SCHOOL DISTRICT; KENTUCKY

ABSTRACT - THIS BOOKLET IS PROVIDED TO ASSIST THE TEACHERS WHO ARE IMPLEMENTING A CAREER EDUCATION PROGRAM IN THE NEWPORT INDEPENDENT SCHOOL DISTRICT OF KENTUCKY. CORRELATIONS OF SUBJECT MATTER AND FIELD TRIPS IN GRADE 1 ARE PROVIDED FOR THE FOLLOWING SUBJECTS: (1) READING, (2) LANGUAGE, (3) SPELLING, (4) WRITING, (5) ART, (6) MUSIC, AND (7) SOCIAL STUDIES AND HEALTH. PREPARATIONS FOR FIELD TRIPS AND FOLLOWUP ACTIVITIES ARE OUTLINED. RELATED DOCUMENTS ARE AVAILABLE AS VT 100 073 - VT 100 075, VT 100 206, AND VT 100 207. (MU)

VT 100 500

BAGGETT, GUY
ADVERTISING PAYS.

OHIO STATE UNIV., COLUMBUS.
OFFICE OF EDUCATION (OHFW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 17P.

DESCRIPTORS - *DISTRIBUTIVE

EDUCATION; *EDUCATIONAL GAMES;
*PUBLICIZE; *RETAILING;
INSTRUCTIONAL MATERIALS; LEARNING
ACTIVITIES; NEWSPAPERS

OFFICE OF EDUCATION (DHEW),
WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 74 118P.

ABSTRACT - THIS MATERIAL FOR
CONDUCTING AN EDUCATIONAL GAME
PROVIDES THE INSTRUCTOR WITH
SUPPLIES, SUGGESTIONS, AND
INSTRUCTIONS FOR A MONTH-LONG
EXPERIENCE IN RETAIL ADVERTISING
FOR A DISTRIBUTIVE EDUCATION
CLASS. IT IS DESIGNED TO HELP
STUDENTS BETTER UNDERSTAND HOW A
RETAILER IN A SMALL CITY PLANS AND
CONDUCTS NEWSPAPER ADVERTISING
WITHIN A PREDETERMINED BUDGET.
(AUTHOR/MU)

DESCRIPTORS - *COMMUNICATION
SKILLS; *COMMUNICATION (THOUGHT
TRANSFER); *LEADERSHIP TRAINING;
*SUPERVISORS; SEMINARS;
SUPERVISORY TRAINING

ABSTRACT - THIS GUIDE FOR SEMINAR
LEADERS PROVIDES A SOURCE BOOK OF
GENERAL SUGGESTIONS, SPECIFIC
ACTIVITIES, AND FACTUAL
INFORMATION TO HELP THE SEMINAR
PARTICIPANT DEVELOP EFFECTIVE
COMMUNICATION SKILLS. SIX UNITS
CONTAIN MATERIAL CONCERNING THE
FOLLOWING TOPICS: (1) PURPOSES OF
COMMUNICATION, (2)
RESPONSIBILITIES IN COMMUNICATING,
(3) PERSUASION, (4) LISTENING AND
LEADERSHIP, (5) MEDIA AND
MESSAGES, (6) MOTIVATION AND
MANAGEMENT. THE LEADER IS GIVEN
SUGGESTIONS ON OPENING THE
SESSIONS, CONDUCTING A SUCCESSFUL
SEMINAR, AND CONCLUDING THE
SEMINAR. ACTIVITIES, HANDOUTS, AND
TRANSPARENCY ORIGINALS ARE
INCLUDED. A 60-MINUTE CASSETTE
TAPE ACCOMPANIES THE DOCUMENT.
(AUTHOR/MU)

VT 100 501
CAREER EDUCATION CURRICULUM GUIDE

INDIANA STATE DEPT. OF PUBLIC
INSTRUCTION, INDIANAPOLIS.
BUREAU OF ADULT, VOCATIONAL, AND
TECHNICAL EDUCATION (DHEW/OE),
WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 390P.

DESCRIPTORS - *CAREER EDUCATION;
*INTEGRATED CURRICULUM; *STATE
CURRICULUM GUIDES; *TEACHING
GUIDES; ELEMENTARY GRADES;
SECONDARY GRADES
IDENTIFIERS - *INDIANA

VT 100 503
BULLETIN BOARD IDEAS FOR
DISTRIBUTIVE EDUCATION.

SOUTH CAROLINA STATE DEPT. OF
EDUCATION, COLUMBIA. DISTRIBUTIVE
EDUCATION SERVICES; CLEMSON
UNIVERSITY, SOUTH CAROLINA.
VOCATIONAL EDUCATION MEDIA CENTER.
MF AVAILABLE IN VT-ERIC SET.
OFFICE OF VOCATIONAL EDUCATION,
DISTRIBUTIVE EDUCATION SERVICES,
COLUMBIA, SC 29631
PUB DATE - 73 17P.

DESCRIPTORS - *BULLETIN BOARDS;
*DISTRIBUTIVE EDUCATION; *MATERIAL
DEVELOPMENT; CENTERS OF INTEREST;
INSTRUCTIONAL MATERIALS

ABSTRACT - A PUBLICATION DERIVING
ITS ORIGIN FROM A PREVIOUS ONE,
THIS BOOKLET CONTAINS WITHIN IT
ILLUSTRATIONS OF BULLETIN BOARD
DISPLAYS WHICH MAY BE USED IN
FACILITATING MOTIVATION FOR THE
STUDY OF DISTRIBUTIVE EDUCATION. A
TOTAL OF 17 BULLETIN BOARD IDEAS
ARE INCLUDED, ALL PROVIDING
INFORMATION ON THE PROBABLE
APPROPRIATE TIME FOR DESIGNING AND
DISPLAYING THE BOARDS, AS WELL AS
THE MATERIALS AND SUPPLIES NEEDED,
THE COST OF THE MATERIALS TO BE
USED, AND APPROXIMATE TIME
ESTIMATES FOR CONSTRUCTING THE
DISPLAYS. (SN)

VT 100 504
BFASLEY, GARY F.

ABSTRACT - TO INTRODUCE CAREER
EDUCATION INTO THE CURRICULUM OF
THE INDIANA SCHOOLS, THE EDITORS
HAVE DEVELOPED A MODEL,
KINDERGARTEN THROUGH GRADE 12,
DESCRIBING HOW THE CONCEPTS OF
CAREER EDUCATION MAY BE
IMPLEMENTED. THIS GUIDE, IN A 3-
COLUMN FORMAT, GIVES THE TEACHER
AN OUTLINE OF LEARNING OBJECTIVES,
LEARNING EXPERIENCES, AND
MATERIALS AND RESOURCES FOR
INTEGRATING THE CAREER EDUCATION
CONCEPTS INTO THE SUBJECT MATTER
OF THE ELEMENTARY AND SECONDARY
GRADES. SELF CONCEPT IN GRADES K
THROUGH 5, CAREER EXPLORATION IN
GRADES 6 THROUGH 8, CAREER
INVESTIGATION IN GRADES 9 AND 10,
AND CAREER EXPERIENCE IN GRADES 11
AND 12 ARE MADE A PART OF THE
EXISTING CURRICULUM. THE MODEL, A
GLOSSARY, AND EXTENSIVE APPENDICES
CONTAINING ACTIVITIES, RESOURCES,
FORMS, TEST INFORMATION, AND A
BIBLIOGRAPHY ARE INCLUDED.
(AUTHOR/MU)

VT 100 502
GUAPINO, SAM
COMMUNICATIONS FOR SUPERVISORS.
LEADER'S GUIDE AND CASSETTE.

CLEVELAND HEIGHTS HIGH SCHOOL,
OHIO; DISTRIBUTIVE EDUCATION
MATERIALS LABORATORY, COLUMBUS,
OHIO.

BASIC MATHEMATICS AND MEASUREMENT FOR LUMBER INDUSTRIES.

MISSISSIPPI STATE UNIV. RESEARCH AND CURRICULUM UNIT, MISSISSIPPI STATE, DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.; MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON, DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SFT.
MISSISSIPPI STATE UNIVERSITY, RESEARCH AND CURRICULUM UNIT FOR VOCATIONAL AND TECHNICAL EDUCATION, MISSISSIPPI STATE, MS
PUB DATE - 73 17P.

DESCRIPTORS - *FORESTRY; *LUMBER INDUSTRY; *MATHEMATICAL CONCEPTS; *MATHEMATICS; *MEASUREMENT; PUBLICATIONS

ABSTRACT - THIS BOOKLET WAS DESIGNED TO INTRODUCE FOREST PRODUCTS EMPLOYEES TO BASIC MATHEMATICS AND MEASUREMENT CONCEPTS WHICH ARE NECESSARY FOR JOB SUCCESS IN THE LUMBER INDUSTRY. WHILE VARIOUS SOURCES WERE USED TO COMPILE THIS DOCUMENT, A MAJOR PORTION OF THE MATHEMATICS SECTION WAS OBTAINED FROM THE WEYERHAEUSER TRAINING GUIDES WHICH ARE USED EXTENSIVELY IN SEVERAL INDUSTRIAL TRAINING PROGRAMS. PRESENTED IS INFORMATION ON THE FOLLOWING SPECIFIC TOPICS: (1) MATHEMATICS, (2) DECIMAL FRACTIONS, (3) PERCENTAGE, (4) FORMULA, (5) READING A RULE, AND (6) UNITS OF MEASUREMENT. IN ADDITION, PRACTICE EXERCISES AND REFERENCE TABLES ARE PROVIDED. (SN)

VT 100 505
MOLONEY, NEIL
LAW ENFORCEMENT CURRICULUM. STATE OF WASHINGTON.

HIGHLINE COMMUNITY COLLEGE, SEATTLE, WASH.
WASHINGTON STATE DIV. OF VOCATIONAL EDUCATION, OLYMPIA.
MF AVAILABLE IN VT-ERIC SFT.
PUB DATE - ND 58P.

DESCRIPTORS - *LAW ENFORCEMENT; *POLICE; *PROGRAM GUIDES; *STATE CURRICULUM GUIDES; *VOCATIONAL EDUCATION; COMMUNITY COLLEGES; GOVERNMENT EMPLOYEES; POST SECONDARY EDUCATION; TECHNICAL EDUCATION

ABSTRACT - THIS CURRICULUM GUIDE, PREPARED BY A SEATTLE POLICE OFFICER, FOR USE IN WASHINGTON'S COMMUNITY COLLEGES, WAS DESIGNED TO PREPARE STUDENTS FOR A CAREER IN LAW ENFORCEMENT. IT COMBINES LAW ENFORCEMENT COURSES AND A SELECTED GROUP OF GENERAL EDUCATION COURSES IN A 2-YEAR PROGRAM. THE GRADUATE IS EXPECTED

TO BE ABLE TO PERFORM ROUTINE POLICE TASKS IMMEDIATELY UPON ENTERING A DEPARTMENT AND WILL ALSO HAVE A FOUNDATION IN COMMUNICATION SKILLS. THE PROGRAM IS OUTLINED QUARTER-BY-QUARTER AND 18 COURSE OUTLINES ARE DESCRIBED. EACH COURSE OUTLINE INCLUDES CLASS HOURS PER WEEK, PREREQUISITES, OBJECTIVES, COURSE CONTENT, AND A RESOURCE BIBLIOGRAPHY. (AUTHOR/MU)

VT 100 506
EVERHARDT, RICHARD M.
WORD PUZZLES FOR D.E.
(DISTRIBUTIVE EDUCATION).

DISTRIBUTIVE EDUCATION MATERIALS LABORATORY, COLUMBUS, OHIO.; JEFFERSON HIGH SCHOOL, DELPHOS, OHIO.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SFT.
PUB DATE - ND 91P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION; *EDUCATIONAL GAMES; *MARKETING; *PUZZLES; *TESTS; MERCHANDISING; RETAILING; WHOLESALE

ABSTRACT - THESE WORD PUZZLES PROVIDE INSTRUCTORS WITH A MEANS OF COMBINING TESTS WITH EDUCATIONAL GAMES IN A DISTRIBUTIVE EDUCATION CLASSROOM. EACH PUZZLE HAS A MINIMUM OF NINE HIDDEN WORDS IN A MAZE OF LETTERS, LISTED HORIZONTALLY, VERTICALLY, OR DIAGONALLY. PUZZLES COVER A NUMBER OF TOPICS INCLUDING: (1) MARKETING FUNCTIONS, (2) CHANNELS OF DISTRIBUTION, (3) DISTRIBUTIVE EDUCATION, (4) STORE POLICIES, AND (5) TYPES OF STORES. (MU)

VT 100 507
BENNER, SANDY
DEPARTMENT STORE PROBLEMS. AN IN-BASKET SIMULATION.

RED WING AREA VOCATIONAL TECHNICAL CENTER, MINNESOTA
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SFT.
PUB DATE - ND 94P.

DESCRIPTORS - *DISTRIBUTIVE EDUCATION; *MERCHANDISING; *RETAILING; *SIMULATED ENVIRONMENT; *SIMULATION; SALES OCCUPATIONS

ABSTRACT - THIS IN-BASKET SIMULATION PACKAGE WAS DESIGNED TO HELP STUDENTS LEARN ABOUT WORKING IN A DEPARTMENT STORE. VARIOUS ACTIVITIES COMMONLY OCCURRING IN RETAILING ARE SIMULATED THROUGH THE USE OF WRITTEN MEMOS AND TELEPHONE MESSAGES. WORK ROLES ARE PROVIDED FOR EIGHT DIFFERENT MANAGEMENT FUNCTIONS SUCH AS

GENERAL MANAGER, MERCHANDISE MANAGER, CREDIT MANAGER AND ADVERTISING MANAGER. UNITS OF WORK ALSO INCLUDE THOSE OF SALESPERSON, CASHIER, INVENTORY CLERK, PAYROLL CLERK, STOCKKEEPER, COPYWRITER, WINDOW DISPLAY AND INTERIOR DISPLAY WORKER. (AUTHOR/MU)

VT 100 508
GARPSON, DOROTHY D.
DUPLICATING EQUIPMENT. TEACHER'S MANUAL.

SOUTH CAROLINA STATE DEPT. OF EDUCATION, COLUMBIA. OFFICE OF VOCATIONAL EDUCATION.; CLEMSON UNIV., SOUTH CAROLINA. VOCATIONAL EDUCATION MEDIA CENTER.
MF AVAILABLE IN VT-ERIC SET.
OFFICE OF VOCATIONAL EDUCATION,
OFFICE OCCUPATIONS SECTION,
COLUMBIA, SC 29201
PUB DATE - 72 14P.

DESCRIPTORS - *BUSINESS EDUCATION;
*EQUIPMENT UTILIZATION; *OFFICE MACHINES; *TEACHING GUIDES;
*REPROGRAPHY; BUSINESS SKILLS;
EQUIPMENT MAINTENANCE

ABSTRACT - THIS MANUAL WAS DESIGNED FOR USE BY BUSINESS EDUCATION TEACHERS FOR THE FACILITATION OF INSTRUCTION IN THE AREA OF BUSINESS MACHINE OPERATIONS. CONTAINED ARE INSTRUCTIONAL GUIDES FOR THE TEACHING OF SKILLS IN THE USE OF THE FOLLOWING PROCESSES: (1) THE FLUID PROCESS, (2) THE INK DUPLICATION PROCESS, AND (3) THE OFFSET PROCESS. AS A SUPPLEMENT TO THE INSTRUCTIONAL GUIDES, TWO PRACTICE PROBLEMS ARE INCLUDED. (SN)

VT 100 509
CURRICULUM GUIDE FOR BUILDING CONSTRUCTION.

OREGON STATE DEPT. OF EDUCATION,
SALEM.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
DOCUMENTS CLERK, STATE DEPARTMENT OF EDUCATION, 942 LANCASTER DR.,
NE, SALEM, OR 97310 (\$2.50)
PUB DATE - 72 271P.

DESCRIPTORS - *BUILDING TRADES;
*CONSTRUCTION INDUSTRY; *SKILLED OCCUPATIONS; *TRADE AND INDUSTRIAL EDUCATION; *VOCATIONAL EDUCATION;
CARPENTERS; ENTRY WORKERS;
PAINTING; POOFING; SAFETY;
SECONDARY GRADES

ABSTRACT - THIS CURRICULUM GUIDE FOR OREGON SECONDARY SCHOOLS PROVIDES THE COURSE CONTENT IN A PROGRAM PREPARING STUDENTS FOR A VARIETY OF OCCUPATIONS IN THE BUILDING INDUSTRY. KNOWLEDGE OF MATERIALS, SKILL IN USE AND CARE

OF TOOLS, AND AN UNDERSTANDING OF LAWS AND REGULATIONS AFFECTING THE INDUSTRY, OF BUILDING FUNCTIONS AND DESIGN, AND OF SAFETY PRACTICES ARE PRIMARY OBJECTIVES OF THE CONSTRUCTION CAREER CLUSTER PROGRAM. INSTRUCTIONAL SPECIFICATIONS FOR ENTRY-LEVEL SKILLS FOR THE SEVEN KEY OCCUPATIONS (CARPENTER, TROWEL TRADES, IRON WORKER, PIPE TRADES, FLOOR LAYER, PAINTER, AND ROOFER) ARE CATEGORIZED ACCORDING TO THEIR MOST COMMON CHARACTERISTIC; THUS, TO DEVELOP A FULLY INDIVIDUALIZED CURRICULUM, TEACHERS WILL HAVE TO USE BOTH THE TASK ANALYSIS AND THE INSTRUCTIONAL ANALYSIS PROVIDED. AN APPENDIX SUPPLIES AN ACCIDENT PREVENTION PROGRAM FOR SCHOOL SHOPS, LISTS OF TOOLS AND EQUIPMENT, AND A DIRECTORY OF MEDIA PRODUCERS AND DISTRIBUTORS. (AUTHOR/MU)

VT 100 510
HOW TO GET PUBLICITY FOR YOUR STATE LP/VN ASSOCIATION.

WILLIAMS (F. BRYAN), INC., NEW YORK, N.Y.
NATIONAL ASSOCIATION FOR PRACTICAL NURSE EDUCATION AND SERVICE, INC., NEW YORK, N.Y.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
NATIONAL ASSOCIATION FOR PRACTICAL NURSE EDUCATION AND SERVICE, INC.,
122 EAST 42ND STREET, NEW YORK, N.Y. 10017 (\$1.50)
PUB DATE - 72 14P.

DESCRIPTORS - *COMMUNICATIONS;
*INFORMATION DISSEMINATION; *MASS MEDIA; *PUBLIC RELATIONS;
*PUBLICIZE; PRACTICAL NURSES

ABSTRACT - ADDRESSED TO STATE ASSOCIATION PRESIDENTS AND EXECUTIVE SECRETARIES, THIS MANUAL ON PUBLICITY DESCRIBES TECHNIQUES USEFUL IN THE EFFORT TO INFORM THE PUBLIC OF THE ROLES AND FUNCTIONS OF LICENSED PRACTICAL NURSES AND THE PROFESSION OF PRACTICAL NURSING. CONTENTS INCLUDE MATERIAL ON: (1) WHAT PUBLICITY IS AND WHO IN THE ORGANIZATION SHOULD BE RESPONSIBLE FOR IT, (2) HOW TO BEGIN A PROGRAM OF PUBLICITY, AND (3) HOW TO USE A VARIETY OF TECHNIQUES IN WRITING, PREPARING PRESS RELEASES, AND WORKING WITH THE PRESS. (MU)

VT 100 511
CHAPMAN, FLWOOD N.
WORK EXPERIENCE SURVIVAL KIT: THE BOOK NO WORK EXPERIENCE EDUCATION STUDENT SHOULD BE WITHOUT.

DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
GOODYEAR PUBLISHING COMPANY, INC.,
PACIFIC PALISADES, CALIFORNIA

PUB DATE - 73 191P.

DESCRIPTORS - *INSTRUCTIONAL MATERIALS; *READING MATERIALS; *TEXTBOOKS; *WORK EXPERIENCE PROGRAMS; SECONDARY GRADES; WORK STUDY PROGRAMS

ABSTRACT - THIS BOOK WAS DESIGNED TO STRENGTHEN THE WORK EXPERIENCE PROGRAM AND ASSIST THE COORDINATOR IN PLANNING INSTRUCTION. IT IS INTENDED TO BE PRACTICAL AND SELF-INSTRUCTING SO THAT THE TRAINEE CAN STUDY AND BENEFIT FROM IT WITHOUT SUPERVISION FROM HIS COORDINATOR. CONTENTS INCLUDE: (1) A TOTAL OF 16 TOPICAL UNITS WITH CASE PROBLEMS CONTAINED IN EACH, (2) AN APPENDIX ENTITLED, "HOW TO GO ABOUT GETTING A GOOD JOB," (3) DISCUSSION AND EXAMINATION QUESTIONS, (4) AUTHOR'S SUGGESTED ANSWERS TO CASE PROBLEMS, AND (5) ANSWERS TO DISCUSSION AND EXAMINATION QUESTIONS. (SN)

VT 100 512
CAMERON, CLIVE A.
GOING METRIC WITH THE UNITED STATES PRINTING INDUSTRY.

ROCHESTER INST. OF TECH., N.Y.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
GRAPHIC ARTS RESEARCH CENTER,
ROCHESTER INSTITUTE OF TECHNOLOGY,
ROCHESTER, NEW YORK 14623
PUB DATE - 72 175P.

DESCRIPTORS - *GRAPHIC ARTS;
*MEASUREMENT; *METRIC SYSTEM;
*STANDARDS; PRINTING; TEXTBOOKS

ABSTRACT - THIS TEXT ON THE METRIC SYSTEM IS AIMED AT READERS IN THE PRINTING AND ALLIED INDUSTRIES AND FOCUSES ON SPECIFIC APPLICATIONS OF THE SYSTEM TO THE FIELD OF GRAPHICS ARTS. APPEALING, AS WELL, TO THE GENERAL READER, ARE THE CHAPTERS DEALING WITH THE HISTORY OF SYSTEMS OF MEASUREMENT, THE INTERNATIONAL SYSTEM (SI) OF UNITS, METRICATION IN THE UNITED STATES, AND THE DIFFERING PATHS TAKEN BY JAPAN AND GREAT BRITAIN IN ADOPTING THE METRIC SYSTEM. THE EFFECTS OF METRIC STANDARDS ON MACHINERY AND EQUIPMENT IN THE INDUSTRY, TYPESETTING, PAPER, PACKAGING, AND PRINTING PRODUCTS AND PROCESSES ARE DESCRIBED. A WORLD MAP HIGHLIGHTING THOSE COUNTRIES NOT USING THE METRIC SYSTEM IS A SIGNIFICANT LOOK AT THE RELUCTANCE OF THE UNITED STATES AMONG THE OTHER LARGE NATIONS OF THE WORLD. THE BOOK IS A BEAUTIFUL EXAMPLE OF COLOR PAPER, PRINTING, AND BINDING. (MU)

VT 100 513
DIXON, EMERY H., ED.
RECOMMENDATIONS FOR TEACHING

WELDING: SETTING UP TRAINING PROGRAMS AND SHOPS.

HOBART SCHOOL OF WELDING TECHNOLOGY, TROY, OHIO.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
FW-240
HOBART BROTHERS COMPANY, ATTN:
BOOK DEPARTMENT, TROY, OHIO 45373
PUB DATE - 71 67P.

DESCRIPTORS - *PROGRAM GUIDES;
*TRADE AND INDUSTRIAL EDUCATION;
*WELDING; EDUCATIONAL EQUIPMENT;
METAL WORKING OCCUPATIONS;
RESOURCE MATERIALS; WELDERS IDENTIFIERS - *HOBART SCHOOL OF TECHNOLOGY

ABSTRACT - THIS PROGRAM GUIDE FOR WELDING GIVES THE ADMINISTRATOR AND INSTRUCTOR SUGGESTIONS FOR PLANNING A WELDING PROGRAM, LAYING OUT THE WELDING SHOP, AND BUILDING SOME OF THE EQUIPMENT. VARIOUS TEACHING METHODS AND SOURCES OF TRAINING PUBLICATIONS ARE PROVIDED AS WELL AS SAMPLE COURSES, TAKEN FROM THE HOBART SCHOOL OF TECHNOLOGY CURRICULUM, WITH SUGGESTED NUMBER OF HOURS. PHOTOGRAPHS AND NUMEROUS WORKING DRAWINGS ILLUSTRATE THE TEXT. (MU)

VT 100 514
THE ARTS, CULTURAL SERVICES, AND CAREER EDUCATION: SPECIAL ISSUE, THE JOURNAL OF AESTHETIC EDUCATION, VOL. 7, NUMBER 4.

ILLINOIS UNIV., URBANA.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
PUB DATE - OCT73 122P.

DESCRIPTORS - *AESTHETIC EDUCATION; *ART ACTIVITIES;
*CAREER EDUCATION; *CULTURAL ENRICHMENT; *HUMANITIES; ART EDUCATION; CONFERENCE REPORTS;
LEISURE TIME; WORK LIFE EXPECTANCY

ABSTRACT - THIS SPECIAL ISSUE OF "THE JOURNAL OF AESTHETIC EDUCATION" WAS A PRODUCT OF A CONFERENCE OF SOME 40 PARTICIPANTS IN JUNE 1973 AT URBANA, ILLINOIS. CONDUCTED UNDER THE U.S. OFFICE OF EDUCATION'S CURRICULUM CENTER FOR OCCUPATIONAL AND ADULT EDUCATION, THE CONFERENCE WAS AN ATTEMPT TO ANALYZE THE RELATIONSHIPS EXISTING BETWEEN CAREER EDUCATION AND THE ARTS. THIS ISSUE CONTAINS THE SIX MAJOR PAPERS PRESENTED, PLUS AN ARTICLE CONTAINING RECOMMENDATIONS FOR FURTHER STUDY WHICH WAS WRITTEN AFTER THE CONFERENCE AND ENTITLED, "THE ARTS, CULTURAL SERVICES, AND CAREER EDUCATION: RECOMMENDATIONS FOR CURRICULUM WORK" BY RALPH A. SMITH. THE SIX MAJOR PAPERS WERE: "RATIONALE FOR CAREER EDUCATION" BY RUPERT N.

EVANS AND GORDON MCCLOSKEY, "WORK--
THE CONCEPT: PAST, PRESENT, AND
FUTURE" BY F. E. SPARSHOTT, "ART
AND THE GENERAL WELFARE" BY ALBERT
WILLIAM LEVI, "AESTHETIC WELFARE,
AESTHETIC JUSTICE, AND EDUCATIONAL
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COOK, VIRGINIA W.
PROVIDING A CLUSTER OF HIGH SCHOOL
HOME ECONOMICS WAGE EARNING
COURSES WITH THE AID OF A PRACTICE
HOUSE. FINAL REPORT.

WYOMING COUNTY BOARD OF EDUCATION,
PINEVILLE, W. VA.

WEST VIRGINIA STATE BOARD OF
EDUCATION, CHARLESTON. BUREAU OF
VOCATIONAL, TECHNICAL AND ADULT
EDUCATION.

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DESCRIPTORS - *HOME ECONOMICS
SKILLS; *OCCUPATIONAL HOME
ECONOMICS; *SECONDARY GRADES;
*SKILL DEVELOPMENT; *VOCATIONAL
EDUCATION; CHILD CARE OCCUPATIONS;
FOOD SERVICE OCCUPATIONS; MAIDS;
NURSES AIDES

IDENTIFIERS - *MULLENS HIGH
SCHOOL; WEST VIRGINIA

ABSTRACT - THIS REPORT DOCUMENTS A
RESEARCH PROJECT AT MULLENS HIGH
SCHOOL, MULLENS, WEST VIRGINIA
WHERE A PRACTICE HOUSE WAS USED IN
A HOME ECONOMICS COURSE OF STUDY
IN TRAINING WAGE EARNERS IN
RELATED VOCATIONAL FIELDS. FOUR
UNITS OF VOCATIONAL HOME ECONOMICS
WERE DEVELOPED: (1) FOOD SERVICE
AND WAITRESS TRAINING, (2) NURSES
AIDE, (3) HOUSEKEEPING AIDE, AND
(4) CHILD CARE AIDE. OBJECTIVES OF
THE PROGRAM WERE TO: (1) ACQUAINT
STUDENTS WITH A VARIETY OF
EMPLOYMENT POSSIBILITIES, (2)
ALLOW STUDENTS TO PRACTICE SKILLS
IN A MORE REALISTIC SITUATION, (3)
HELP STUDENTS GAIN EXPERIENCE AND
DEVELOP SKILL IN TYPES OF JOBS
AVAILABLE IN THE COMMUNITY, AND
(4) ASSIST STUDENTS IN BUILDING
GOOD WORK HABITS. THE LARGE AMOUNT
OF DEMONSTRATION AND REALISTIC
PRACTICE POSSIBLE IN A PRACTICE
HOUSE MADE THE CLASSES MORE
INTERESTING AND ENJOYABLE FOR THE
STUDENTS. BOTH TESTS AND TEACHER
OBSERVATION SHOWED THAT PUPIL
LEARNING WAS GREATLY INCREASED.
(AUTHOR/MU)

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HEILMAN, CAS F., AND OTHERS
CAREERS ORIENTED RELEVANT
EDUCATION (C.O.R.E.). FINAL
REPORT.

OREGON STATE UNIV., CORVALLIS.
DIV. OF VOCATIONAL, ADULT, AND
COMMUNITY COLL. EDUCATION,
OFFICE OF EDUCATION (DHEW),
WASHINGTON, D.C. BUREAU OF
RESEARCH.

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*CURRICULUM DEVELOPMENT; *PROGRAM
DEVELOPMENT; *RESEARCH PROJECTS;
CURRICULUM RESEARCH; ELEMENTARY
GRADES; POST SECONDARY EDUCATION;
SECONDARY GRADES; VOCATIONAL
DEVELOPMENT
IDENTIFIERS - *CAREERS ORIENTED
RELEVANT EDUCATION; CORE

ABSTRACT - THIS REPORT SUMMARIZES
THE RESULTS OF A PROJECT EFFORT
DIRECTED AT DEVELOPING A
COMPREHENSIVE CAREER EDUCATION
PROGRAM (COVERING GRADES K-14) IN
A LOCAL SCHOOL SYSTEM. INCLUDED IN
THE BODY OF THE REPORT ARE: (1) AN
INTRODUCTION AND SUMMARY, AND (2)
SPECIFIC METHODS UTILIZED IN THE
RESEARCH OPERATION ALONG WITH THE
RESULTS OBTAINED. TO FACILITATE
UNDERSTANDING OF THE REPORT,
SEVERAL APPENDIXES CONTAINING
ADDITIONAL INFORMATION ARE

ATTACHED. AMONG THE THINGS ENTERED
IN THEM ARE: (1) A MAJOR ACTIVITY
SCHEDULE FOR THE CAREERS ORIENTED
RELEVANT EDUCATION PROJECT, (2) A
BIBLIOGRAPHY OF MAJOR PRINTED
MATERIALS, (3) PROCEDURES FOLLOWED
IN SELECTING PROJECT SCHOOLS, (4)
MAJOR DISSEMINATION ACTIVITIES
WHICH WERE ENGAGED IN A RELATION
TO THE PROJECT, (5) A SUMMARY OF
THE COURSE OFFERINGS, (6) A
SUMMARY OF THE REQUIRED COURSE
ALTERATIONS IN SIX SECONDARY
SCHOOLS INVOLVED IN THE PROJECT
OPERATION, AND (7) A STATISTICAL
ANALYSIS OF CHANGE WHICH HAS TAKEN
PLACE IN THE SPRINGFIELD PUBLIC
SCHOOLS IN THE LAST THREE YEARS.
(SN)

VT 100 517

TRAINING INSTITUTES FOR CURRICULUM
PERSONNEL DEVELOPMENT FOR
INTEGRATION OR INNOVATIVE CONCEPTS
AND NEW DEVELOPMENTS. VOLUME II.
FINAL REPORT.

COLORADO STATE UNIV., FT. COLLINS.
DEPT. OF VOCATIONAL EDUCATION
OFFICE OF EDUCATION (DHEW),
WASHINGTON, D.C. BUREAU OF
RESEARCH.

MF AVAILABLE IN VT-ERIC SET.

OEG-0-72-5183

V-2570-15

PUB DATE - JUN73 326P.

DESCRIPTORS - *ADMINISTRATIVE
PERSONNEL; *CURRICULUM
DEVELOPMENT; *CURRICULUM PLANNING;
*INSTITUTES (TRAINING PROGRAMS);
*VOCATIONAL EDUCATION; CAREER
EDUCATION; INSTRUCTIONAL
INNOVATION; WORKSHOPS

ABSTRACT - THE SECOND OF A 2-
VOLUME SEQUENCE, THIS DOCUMENT
INCLUDES ALL OF THE MAJOR
PRESENTATIONS GIVEN AT THE FOUR
TRAINING INSTITUTES FOR CURRICULUM
PERSONNEL DEVELOPMENT HELD DURING
THE 1973 FISCAL YEAR. THE OVERALL

INTENT OF THE INSTITUTES WAS TO AID IN THE FURTHER DEVELOPMENT AND IMPROVEMENT OF VOCATIONAL AND CAREER EDUCATION PERSONNEL AND PROGRAMS. SPECIFIC TOPICAL CONTENTS OF THE REPORT INCLUDE: (1) ROLE OF THE FEDERAL GOVERNMENT IN CURRICULUM DEVELOPMENT, (2) OVERVIEW OF CURRICULUM DEVELOPMENT AND CAREER EDUCATION, (3) CURRICULUM DESIGN, (4) CURRICULUM OBJECTIVES, (5) PROGRAMS FOR DISADVANTAGED, (6) ISSUES AND PROBLEMS RELATIVE TO ACCOUNTABILITY, (7) BASES FOR CURRICULUM DECISIONS, (8) ADAPTION OF CURRICULUM, (9) CURRICULUM VALIDATION, (10) PERSONNEL DEVELOPMENT, (11) CURRICULUM RESEARCH, AND (12) PLANS AND PRIORITIES FOR CURRICULUM DEVELOPMENT. THE FIRST VOLUME OF THIS SERIES IS AVAILABLE AS VT 100 521. (SN)

VT 100 518
STUTRUD, ODIN
DEVELOPMENT OF A STATE-WIDE AUTO MECHANICS CURRICULUM. FINAL REPORT.

NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK. RESEARCH COORDINATING UNIT. MF AVAILABLE IN VT-ERIC SET. RESEARCH-SER-4
PUB DATE - 15MAY73 8P.

DESCRIPTORS - *AUTO MECHANICS; *CURRICULUM DEVELOPMENT; *CURRICULUM PLANNING; *STATE CURRICULUM GUIDES; *TRADE AND INDUSTRIAL EDUCATION; SHOP CURRICULUM; STATEWIDE PLANNING IDENTIFIERS - *NORTH DAKOTA

ABSTRACT - THIS DOCUMENT REPORTS THE PRODUCTION OF THE 7-VOLUME STATE CURRICULUM GUIDE THAT WAS DEVELOPED FOR TEACHERS IN THE NORTH DAKOTA SCHOOLS. A DEGREE OF UNIFORMITY IN TEACHING, CONTINUITY OF INSTRUCTION FROM ONE AREA TO ANOTHER, AND MORE ADEQUATE INSTRUCTION IN SOME AREAS WERE SOME OF THE ADVANTAGES SOUGHT IN THE STATE GUIDE. THE COMPREHENSIVE COURSE OUTLINE WAS BROKEN INTO EIGHT MAJOR BLOCKS AND WRITTEN AND REPRODUCED TO FORM SEVEN BOOKS. THEY ARE AVAILABLE AS VT 100 404 - VT 100 419. (MU)

VT 100 519
DEVELOPMENT OF A POWER PLANT OPERATORS CURRICULUM. FINAL REPORT.

BISMARCK JUNIOR COLL., N. DAK.; NORTH DAKOTA STATE BOARD FOR VOCATIONAL EDUCATION, BISMARCK. RESEARCH COORDINATING UNIT. MF AVAILABLE IN VT-ERIC SET. RESEARCH-SER-3
PUB DATE - 25MAY73 9P.

DESCRIPTORS - *CURRICULUM DEVELOPMENT; *CURRICULUM PLANNING; *ELECTROMECHANICAL TECHNOLOGY; *STATE CURRICULUM GUIDES; ELECTRICITY; STATEWIDE PLANNING IDENTIFIERS - *NORTH DAKOTA

ABSTRACT - THIS DOCUMENT REPORTS THE PLANNING AND DEVELOPMENT OF A STATE CURRICULUM GUIDE FOR TRAINING POWER PLANT OPERATORS IN NORTH DAKOTA. A WIDE VARIATION IN THE TYPE OF TRAINING GIVEN TO OPERATORS AND AN EXPANDING INDUSTRY IN THE AREA PROVIDE THE RATIONALE FOR THE PROJECT. A JOINT TRAINING COMMITTEE WITH MEMBERS FROM BOTH MANAGEMENT AND LABOR CARRIED OUT THE EFFORT. FROM THE MANY ALTERNATIVES THAT WERE INVESTIGATED, A PATTERN WAS CHOSEN FROM THE SOUTHERN ALBERTA INSTITUTE OF ALBERTA, CANADA, AND FROM IT, ALONG WITH SEVERAL OTHER COURSES, WEEKLY LESSONS WERE DEVELOPED WHICH WOULD REQUIRE THREE HOURS PER WEEK FROM THE TRAINEE. PLANS CALL FOR A TOTAL OF 132 WEEKLY LESSONS WHICH A TRAINEE CAN COMPLETE IN 2 YEARS AND 8 MONTHS. TO MEET THE NEEDS OF THE EXPANDING PLANTS, THE COMMITTEE AND THE APPRENTICE TRAINING OFFICE ELECTED TO PUT THE FIRST YEAR'S PROGRAM INTO OPERATION WHILE THE LAST LESSONS ARE BEING COMPLETED. A TARGET DATE OF APRIL 1, 1973 HAS BEEN SET TO START THE PROGRAM. (MU)

VT 100 520
THE ESTABLISHMENT OF A NATIONAL VOCATIONAL TRAINING SCHEME (CFYLN).

INTERNATIONAL LABOUR ORGANISATION, GENEVA (SWITZERLAND). MF AVAILABLE IN VT-ERIC SET. CFY-70-521; TR-1
PUB DATE - JUN72 49P.

DESCRIPTORS - *DEVELOPING NATIONS; *NATIONAL PROGRAMS; *VOCATIONAL EDUCATION; PROGRAM ADMINISTRATION; PROGRAM PLANNING IDENTIFIERS - *CEYLON

ABSTRACT - THIS REPORT DOCUMENTS THE ACTIVITIES AND ACHIEVEMENTS OF A PROJECT DESIGNED TO ESTABLISH A NATIONAL VOCATIONAL EDUCATION PLAN FOR CEYLON UNDER THE UNITED NATIONS DEVELOPMENT PROGRAMME. ALTHOUGH DELAYS WERE ENCOUNTERED, THE FOLLOWING AIMS WERE ACCOMPLISHED: (1) FOUR TRADE ADVISORY COMMITTEES WERE ESTABLISHED, (2) ALL OF THE SENIOR ADVISORS' COUNTERPARTS WERE TRAINED ABROAD, AND (3) MANY TEACHING AIDS WERE MADE. RECOMMENDATIONS WERE MADE THAT THE GOVERNMENT CREATE A STRONG CENTRAL BODY TO COORDINATE AND SUPERVISE

ALL VOCATIONAL TRAINING.
(AUTHOR/MU)

VT 100 521

VALENTINE, IVAN E.; LARSON, MILTON
E.
TRAINING INSTITUTES FOR CURRICULUM
PERSONNEL DEVELOPMENT FOR
INTEGRATION OF INNOVATIVE CONCEPTS
AND NEW DEVELOPMENTS, VOLUME I:
FINAL REPORT.

COLORADO STATE UNIV., FT. COLLINS.
DEPT. OF VOCATIONAL EDUCATION.
OFFICE OF EDUCATION (DHEW),
WASHINGTON, D.C. BUREAU OF
RESEARCH.
MF AVAILABLE IN VT-ERIC SET.
DFG-J-72-5183
V-2570-15
PUB DATE - JUN73 327P.

DESCRIPTORS - *ADMINISTRATIVE
PERSONNEL; *CURRICULUM
DEVELOPMENT; *CURRICULUM PLANNING;
*INSTITUTES (TRAINING PROGRAMS);
*VOCATIONAL EDUCATION;
INSTRUCTIONAL IMPROVEMENT;
WORKSHOPS

ABSTRACT - THE FIRST OF A 2-VOLUME
SEQUENCE, THIS PUBLICATION
CONTAINS THE HIGHLIGHTS OF A
SERIES OF INSTITUTES HELD DURING
THE 1973 FISCAL YEAR IN AN EFFORT
TO AID IN THE DEVELOPMENT OF
CURRICULUM PERSONNEL. SPECIFIC
CONTENTS OF THE REPORT INCLUDE:
(1) AN OVERALL SUMMARY OF THE
PROBLEMS, PURPOSES, PROCEDURES,
ACTIVITIES, CONCLUSIONS, AND
RECOMMENDATIONS MADE, (2) AN
INTRODUCTION, (3) AN EXPLANATION
OF THE METHODOLOGY EMPLOYED, (4)
AN ANALYSIS OF THE FINDINGS
OBTAINED, AND (5) AN EXPLANATION
OF THE CONCLUSIONS AND
RECOMMENDATIONS REACHED. SO AS TO
FACILITATE A GREATER UNDERSTANDING
OF THE REPORT, SEVERAL APPENDICES
ARE INCLUDED AS ARE 15 TABLES
DEPICTING STATISTICAL FINDINGS.
THE SECOND VOLUME OF THIS SERIES
IS AVAILABLE AS VT 100 517. (SN)

VT 100 522

HANSON, MARLYS C.
SAN ANTONIO CAREER AWARENESS
DEMONSTRATION GRANT, CONDUCTED IN
SOCORRO CONSOLIDATED SCHOOL
DISTRICT, NEW MEXICO. FINAL
REPORT.

SOCORRO CONSOLIDATED SCHOOL
DISTRICT, N. MEX.
FOUR CORNERS REGIONAL COMMISSION,
FARMINGTON, N. MEX.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 30JUN73 81P.

DESCRIPTORS - *CAREER EDUCATION;
*DEMONSTRATION PROJECTS;
*DISADVANTAGED GROUPS; *ELEMENTARY
SCHOOL STUDENTS; *PRIMARY GRADES;
VOCATIONAL DEVELOPMENT

IDENTIFIERS - *CAREER AWARENESS;
FOUR CORNERS REGIONAL COMMISSION
PROJECT

ABSTRACT - THIS REPORT DOCUMENTS
AN EDUCATIONAL PROGRAM FOR
DISADVANTAGED STUDENTS FROM A
SMALL (APPROXIMATE ENROLLMENT, 65)
ELEMENTARY SCHOOL IN NEW MEXICO.
THE PUPILS MET WITH AN INSTRUCTOR
IN THE DEMONSTRATION CLASS IN
GROUPS OF FIVE TO SEVEN PUPILS
EACH FOR 30 MINUTES DAILY OVER A
30-WEEK SCHOOL YEAR. A TEACHING
GUIDE IS OUTLINED ILLUSTRATING THE
USFS OF RESOURCES AND FIELD TRIPS.
CLASSROOM SPEAKERS AND HANDS-ON
PROJECTS ARE DESCRIBED. DATA FROM
SCORES FROM A WIDE RANGE
ACHIEVEMENT TEST ARE GIVEN AND
SOME OF THE RESULTS OF THE PROGRAM
ARE NARRATED. APPENDIXES CONTAIN A
TESTING INSTRUMENT, EXCERPTS FROM
THE BUDGET REPORT, SUGGESTED
ACTIVITIES, A DIRECTORY OF
PUBLISHERS AND SOURCES, AND
RELATED PUBLICITY. (MU)

VT 100 523

SPAZIANI, RICHARD L.; COURTNEY, E.
WAYNE
COMMON PROFESSIONAL EDUCATION
COMPETENCIES NEEDED BY ALASKA'S
VOCATIONAL SECONDARY SCHOOL
TEACHERS.

ALASKA STATE DEPT. OF EDUCATION,
JUNEAU. DIV. OF VOCATIONAL
EDUCATION; ALASKA UNIV., JUNEAU.
SOUTHEASTERN REGIONAL CENTER.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL73 67P.

DESCRIPTORS - *CURRICULUM
PLANNING; *PERFORMANCE BASED
TEACHER EDUCATION; *PERFORMANCE
FACTORS; *TEACHER EDUCATION
CURRICULUM; *VOCATIONAL EDUCATION
TEACHERS; PERFORMANCE CRITERIA;
PERFORMANCE SPECIFICATIONS; TASK
PERFORMANCE
IDENTIFIERS - *ALASKA

ABSTRACT - TO IDENTIFY THE
PROFESSIONAL EDUCATIONAL
COMPETENCIES NEEDED BY VOCATIONAL
EDUCATORS IN ALASKAN SECONDARY
SCHOOLS AND TO DETERMINE THE BEST
MEANS OF PREPARING TEACHERS,
QUESTIONNAIRES WERE MAILED TO
VOCATIONAL EDUCATION INSTRUCTORS
IN THE STATE. A TOTAL OF 177
RESPONDENTS SUPPLIED DATA
PRODUCING FINDINGS WHICH SUPPORT
THE FOLLOWING CONSIDERATIONS: (1)
A STATEWIDE TEACHER PREPARATION
PROGRAM COULD SATISFACTORILY
SUPPLY THE NECESSARY COMPETENCY
FACTORS FOR SUCCESSFUL TEACHER
PERFORMANCE, (2) A SERIES OF MINI-
COURSES SHOULD BE DEVELOPED FOR
THE PROGRAM USING INDIVIDUAL
LEARNING PACKAGES BASED ON THE 50
COMPETENCY CLUSTERS USED IN THE
STUDY, AND (3) A COMBINATION OF

COURSE WORK AND ON-THE-JOB EXPERIENCE REFLECTS THE BEST METHOD OF PREPARING ALASKAN TEACHERS. (MU)

VT 100 524

STIEBERT, H.
EMPLOYEE USE OF ADVANCE NOTICE OF TERMINATION FOR JOB SEARCH.
EMPLOYMENT INFORMATION SERIES NUMBER 2.

ONTARIO MINISTRY OF LABOUR,
TORONTO, RESEARCH BRANCH.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUN73 20P.

DESCRIPTORS - *JOB APPLICANTS;
*JOB APPLICATION; *JOB LAYOFF;
*OCCUPATIONAL SURVEYS; EMPLOYMENT PRACTICES; INDIVIDUAL CHARACTERISTICS; PERSONNEL POLICY IDENTIFIERS - *CANADA

ABSTRACT - RECENT LEGISLATION IN CANADA REQUIRES THAT EMPLOYERS GIVE ADVANCE NOTICE OF TERMINATION TO EMPLOYEES WITH OVER THREE MONTHS SERVICE. THIS REPORT WAS CONDUCTED TO DETERMINE THE EXTENT OF THE USE THAT EMPLOYEES HAVE MADE OF THE NOTICE TO HUNT FOR NEW JOBS. THE DATA ON USE MADE OF ADVANCE NOTICE PRESENTED IN THIS REPORT COVER 1,179 EMPLOYEES INVOLVED IN MASS TERMINATIONS IN 15 FIRMS FROM OCTOBER 1971 TO APRIL 1972. FINDINGS SHOW THAT OVER 70 PERCENT OF THOSE LOSING JOBS MADE USE OF THE ADVANCE NOTICE TO HUNT FOR NEW WORK. THE PROPORTION DOING SO VARIED WITH LOCATION OF THE LAY-OFF, THE AGE OF THE WORKER, MARITAL STATUS, AND SENIORITY. NINE TABLES PRESENT THE DATA. (MU)

VT 100 525

GOODIN, ED.
THE STATUS OF BUSINESS EDUCATION IN THE PUBLIC SECONDARY SCHOOLS OF NEVADA.

NEVADA UNIV., RENO, RESEARCH COORDINATING UNIT.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUL73 77P.

DESCRIPTORS - *BUSINESS EDUCATION;
*BUSINESS EDUCATION TEACHERS;
*BUSINESS SUBJECTS; *SECONDARY EDUCATION; *TEACHER CHARACTERISTICS; BUSINESS SKILLS; TEACHER EDUCATION; TEACHER EXPERIENCE IDENTIFIERS - *NEVADA

ABSTRACT - TO DETERMINE THE STATUS OF BUSINESS EDUCATION IN THE PUBLIC SECONDARY SCHOOLS OF NEVADA, QUESTIONNAIRES WERE DISTRIBUTED TO ALL OF THE 129 TEACHERS OF BUSINESS SUBJECTS WITHIN THE STATE. DATA OBTAINED FROM TEACHERS AND 40 DEPARTMENT

COPY AVAILABLE

CHAIRMEN LED TO 30 CONCLUSIONS CONCERNING THE DEPARTMENTS, SUPERVISION, JOB PLACEMENT OF STUDENTS, SUBJECTS OFFERED, RECENT CHANGES IN THE PROGRAM, ARTICULATION WITH COMMUNITY COLLEGE PROGRAMS, NUMBER OF STUDENTS ENROLLED IN EACH COURSE, AND ADEQUACY OF CLASSROOM EQUIPMENT. TEACHER CHARACTERISTICS DETERMINED FROM THE DATA INCLUDE THE DUTIES PERFORMED, DEGREE STATUS, PROFESSIONAL ORGANIZATION MEMBERSHIP, AND RECENT EXPERIENCE IN THE BUSINESS WORLD. RECOMMENDATIONS INCLUDE: (1) INCREASED USE OF COMMUNITY ADVISORY COMMITTEES, (2) A PERIODIC REVIEW OF COURSE REQUIREMENTS, (3) UPDATING OF CLASSROOM EQUIPMENT, (4) INCREASED PROFESSIONAL GROWTH OF TEACHERS THROUGH THEIR PROFESSIONAL ORGANIZATION MEMBERSHIPS, AND (5) UNIVERSITY DEGREE PROGRAMS IN BUSINESS EDUCATION WITHIN THE STATE. (MU)

VT 100 526

THE TRAINING AND FURTHER TRAINING OF TEACHERS OF COMMERCIAL EDUCATION. MUNICH, JUNE 3-11, 1970. REPORT OF TRAINING COURSE.

COUNCIL OF EUROPE, STRASBOURG (FRANCE). COMMITTEE FOR GENERAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CCC/EGT-(70)-17
PUB DATE - 15OCT70 48P.

DESCRIPTORS - *BUSINESS EDUCATION;
*BUSINESS EDUCATION TEACHERS;
*CONFERENCE REPORTS; *EUROPE;
*TEACHER EDUCATION CURRICULUM; SPEECHES

ABSTRACT - DELEGATES FROM OVER 20 EUROPEAN COUNTRIES ATTENDED THE 9-DAY CONFERENCE OF EDUCATION SPECIALISTS IN TEACHER TRAINING AT MUNICH IN JUNE 1970. THIS REPORT SUMMARIZES THE ADDRESSES FROM THAT CONFERENCE. FINAL REPORTS FROM THE ENGLISH-SPEAKING, THE FRENCH-SPEAKING, AND THE GERMAN-SPEAKING GROUPS ARE INCLUDED. CONSENSUS ON THE TRAINING OF COMMERCIAL TEACHER TRAINERS WAS REACHED CONCERNING VARIOUS LEVELS OF CURRICULUM, NEED FOR PRACTICAL BUSINESS TRAINING, INSERVICE BUSINESS TRAINING, AND PEDAGOGIC TRAINING. (MU)

VT 100 527

TRAINING AND FURTHER TRAINING OF TEACHERS IN TECHNICAL SCHOOLS. AUSTRIA, OCTOBER 5-10, 1970. REPORT OF TRAINING COURSE.

COUNCIL OF EUROPE, STRASBOURG (FRANCE). COMMITTEE FOR GENERAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CCC/EGT-(70)-28

PUB DATE - 10OCT70 35P.

BEST COPY AVAILABLE

DESCRIPTORS - *CONFERENCE REPORTS;
*EUROPE; *TEACHER EDUCATION
CURRICULUM; *VOCATIONAL EDUCATION;
*VOCATIONAL EDUCATION TEACHERS;
INDUSTRIAL EDUCATION; SPEECHES

ABSTRACT - DELEGATES FROM 20 EUROPEAN COUNTRIES ATTENDED A 5-DAY CONFERENCE OF EDUCATION SPECIALISTS AT BAD HUEFGASTEIN, AUSTRIA IN OCTOBER 1970 TO DEFINE THE ESSENTIAL PROBLEMS OF TECHNICAL AND PROFESSIONAL EDUCATION. THIS REPORT OUTLINES SOME OF THE ACCOMPLISHMENTS OF THAT CONFERENCE. VARIOUS FORMS OF TRAINING PROVIDED IN EUROPE FOR TEACHERS IN VOCATIONAL AND TECHNICAL SCHOOLS AND SOME OF THE PROBLEMS OF INITIAL AND INSERVICE TRAINING WERE EXAMINED. SUMMARIES OF THE ENGLISH-SPEAKING GROUP, THE FRENCH-SPEAKING GROUP, AND THE BILINGUAL GROUP ARE GIVEN AS WELL AS RECOMMENDATIONS TO THE COUNCIL OF EUROPE CONCERNING TEACHERS' STATUS, INITIAL TRAINING, INDUSTRIAL EXPERIENCE, AND FURTHER TRAINING. (MU)

VT 100 528
GUIDANCE COUNSELOR'S HANDBOOK ON TECHNICAL EDUCATION IN SOUTH CAROLINA.

SOUTH CAROLINA STATE COMMITTEE FOR TECHNICAL EDUCATION, COLUMBIA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NOV71 32P.

DESCRIPTORS - *ADULT EDUCATION;
*EDUCATIONAL OPPORTUNITIES;
*MANPOWER DEVELOPMENT; *POST
SECONDARY EDUCATION; *TECHNICAL
EDUCATION; EDUCATIONAL GUIDANCE;
OCCUPATIONAL GUIDANCE
IDENTIFIERS - *SOUTH CAROLINA

ABSTRACT - THIS DIRECTORY OF POSTSECONDARY TECHNICAL EDUCATION FACILITIES PROVIDES COUNSELORS WITH A REFERENCE SOURCE FOR USE IN EDUCATIONAL AND VOCATIONAL GUIDANCE. THE 13 TECHNICAL EDUCATION CENTERS ARE DESCRIBED SEPARATELY BY NARRATIVE AND ILLUSTRATION AND THE CURRICULUMS OFFERED ARE LISTED BY CENTERS IN THE ORDER OF THE FOLLOWING VOCATIONAL FIELDS: (1) AGRICULTURE, (2) BUSINESS AND COMMERCIAL, (3) ENGINEERING TECHNOLOGY, (4) FIBER SCIENCE, (5) ALLIED HEALTH SERVICES, (6) LABORATORY TRAINING, (7) INDUSTRIAL AND CRAFTS TRAINING, (8) INDUSTRIAL METAL-WORKING, (9) SECRETARIAL AND CLERICAL SCIENCE, (10) TRANSPORTATION AND EQUIPMENT, AND (11) GENERAL TRAINING OPPORTUNITIES IN SPECIAL SCHOOLS, MANPOWER DEVELOPMENT TRAINING, AND CONCENTRATED EMPLOYMENT PROGRAMS

ARE ALSO LISTED. (MU)

VT 100 529
FOUR CORNERS COMMISSION REPORT OF PLANNING PROJECT, BLANDING AREA VOCATIONAL CENTER PLANNING GRANT, PHASE II.

UTAH STATE BOARD FOR VOCATIONAL EDUCATION, SALT LAKE CITY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 22DEC72 123P.

DESCRIPTORS - *AREA VOCATIONAL SCHOOLS; *EDUCATIONAL SPECIFICATIONS; *PLANNING (FACILITIES); *PROGRAM PLANNING; *VOCATIONAL EDUCATION; EDUCATIONAL PROGRAMS; FACILITY REQUIREMENTS IDENTIFIERS - *BLANDING AREA VOCATIONAL CENTER; UTAH

ABSTRACT - SCHEDULES, PLANS, EXPENDITURES, AND ACCOMPLISHMENTS FOR THE PROJECT ARE DOCUMENTED IN THIS REPORT OF AN AREA VOCATIONAL CENTER IN SAN JUAN COUNTY, UTAH. PREVIOUS REPORTS ARE SUMMARIZED AND THE RECOMMENDED PROGRAM OF VOCATIONAL EDUCATION IS DESCRIBED BY NARRATIVE AND FIGURES. FLOOR PLANS AND CHARTS DESCRIBE THE BUILDING PLAN AND ORGANIZATION PATTERN OF THE STAFF. A 5-YEAR PROJECTED PROGRAM PLAN INCLUDES PROJECTED JOB OPPORTUNITIES. A DIRECTORY OF CLASSES TO BE OFFERED DESCRIBES CLASSES, THEIR TIME SPAN, AND OBJECTIVES. A 53-PAGE LIST OF EQUIPMENT SPECIFICATIONS IS INCLUDED. (MU)

VT 100 530
WOODIN, RALPH J.
SUPPLY AND DEMAND FOR TEACHERS OF VOCATIONAL AGRICULTURE IN 1972. A STAFF STUDY.

TENNESSEE UNIV., KNOXVILLE. DEPT. OF VOCATIONAL/TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - FEB73 31P.

DESCRIPTORS - *JOB MARKET;
*OCCUPATIONAL SURVEYS; *TEACHER EMPLOYMENT; *TEACHER SUPPLY AND DEMAND; *VOCATIONAL AGRICULTURE TEACHERS; EMPLOYMENT OPPORTUNITIES; LABOR MARKET; TEACHER RECRUITMENT

ABSTRACT - AS PART OF AN EFFORT TO RECRUIT TEACHERS OF VOCATIONAL AGRICULTURE, THIS EIGHTH ANNUAL REPORT OF TEACHER SUPPLY AND DEMAND WAS DEVELOPED FROM INFORMATION SECURED FROM TEACHER EDUCATORS AND STATE SUPERVISORS. QUESTIONNAIRES MAILED TO EACH GROUP PRODUCED DATA FROM WHICH THE FOLLOWING FINDINGS WERE DERIVED. A TOTAL OF 1,759 TEACHERS WERE QUALIFIED FOR TEACHING VOCATIONAL AGRICULTURE IN 1972, THE LARGEST NUMBER IN ANY OF THE PAST EIGHT

YEARS. THE NUMBER ENTERING BEST COPY AVAILABLE TEACHING DECREASED FROM 63 PERCENT ENTERING IN 1965 TO 54.8 PERCENT ENTERING IN 1972. THE 9.5 PERCENT TEACHER TURNOVER WAS SIMILAR TO THAT OF OTHER GROUPS OF TEACHERS. A COMPARISON OF THE NUMBER OF TEACHERS OF VOCATIONAL AGRICULTURE IN THE NATION OVER THE PAST EIGHT YEARS SHOWS THAT THE NUMBER HAS STABILIZED JUST SHORT OF 10,800 POSITIONS. SINCE 1965 THE NUMBER OF POSITIONS HAS RANGED FROM A LOW OF 10,221 IN 1967 TO A HIGH OF 10,716 THIS YEAR. THESE FIGURES DO NOT INCLUDE 953 POSITIONS IN TECHNICAL INSTITUTES AND COMMUNITY COLLEGES. (AUTHOR/MU)

VT 100 531
SECOND ANNUAL REPORT OF MONTANA STATE ADVISORY COUNCIL FOR VOCATIONAL EDUCATION, 1971.

MONTANA STATE ADVISORY COUNCIL FOR VOCATIONAL EDUCATION, HELENA.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 13SEP71 26P.

DESCRIPTORS - *EDUCATIONAL PLANNING; *EDUCATIONAL PROGRAMS; *PROGRAM PLANNING; *STATEWIDE PLANNING; *VOCATIONAL EDUCATION; ADVISORY COMMITTEES; EDUCATIONAL OBJECTIVES; PROGRAM EVALUATION; PROGRAM IMPROVEMENT IDENTIFIERS - *MONTANA

ABSTRACT - THIS REPORT TO THE MONTANA STATE BOARD OF EDUCATION SUMMARIZES DATA RELATING TO THE ACHIEVEMENT OF THE STATE TOWARD FULFILLMENT OF THE GOALS OF THE STATE PLAN, MEETING THE PEOPLE'S NEED, AND IMPLEMENTING THE PREVIOUS YEAR'S RECOMMENDATIONS. BASED ON THE FINDINGS OF THE REPORT, THE RECOMMENDATIONS MADE INCLUDE THOSE DEALING WITH THE FOLLOWING GENERAL TOPICS: (1) PROGRAM PLANNING, (2) FINANCIAL SUPPORT, (3) NEEDS OF SPECIAL STUDENTS, (4) MANPOWER DEVELOPMENT, (5) JOB PLACEMENT, (6) THE MONTANA-PLAINS EDUCATIONAL CENTER, (7) ORIENTATION TO THE WORLD OF WORK, (8) PROMOTIONAL MATERIAL FOR VOCATIONAL EDUCATION, (9) STANDARD COURSE TITLES, AND (10) THE RECOMMENDATIONS FROM THE FIRST ANNUAL REPORT. (MU)

VT 100 532
HOHENHAUS, WILLIAM E.
MINNESOTA AGRI-BUSINESS EMPLOYMENT, OPPORTUNITIES AND TRAINING NEEDS.

MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL, DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - MAR73 36P.

DESCRIPTORS - *AGRIBUSINESS; *EDUCATIONAL NEEDS; *EMPLOYMENT OPPORTUNITIES; *OFF FARM AGRICULTURAL OCCUPATIONS; *VOCATIONAL AGRICULTURE; AGRICULTURAL EDUCATION; CURRICULUM PLANNING; OCCUPATIONAL INFORMATION; OCCUPATIONAL SURVEYS IDENTIFIERS - *MINNESOTA

ABSTRACT - TO DETERMINE THE OCCUPATIONAL OPPORTUNITIES AND TRAINING NEEDS FOR AGRIBUSINESS IN MINNESOTA IN ORDER TO DEVELOP MORE RELEVANT PROGRAMS FOR STUDENTS, SOME 340 HIGH SCHOOL DISTRICTS WERE SURVEYED AND DATA FROM 5,163 AGRICULTURAL BUSINESSES WERE ANALYZED. DATA INDICATED APPROXIMATELY 10,522 AGRIBUSINESS ESTABLISHMENTS IN THE STATE EMPLOY 125,975 PERSONS OF WHICH 59,683 NEED SOME AGRICULTURAL SKILLS AND KNOWLEDGE. THESE DATA CALL FOR TRAINING NEEDS OF NEARLY 5,000 PERSONS ANNUALLY WITH SOME AGRIBUSINESS COMPETENCIES. EMPLOYERS EXPRESSED A DESIRE FOR 50 PERCENT OF THEIR NEW EMPLOYEES TO HAVE A HIGH SCHOOL EDUCATION AND NEARLY 50 PERCENT SPECIALIZED POSTSECONDARY TRAINING, 31 PERCENT TO BE VOCATIONAL-TECHNICAL GRADUATES, AND 15 PERCENT TO HAVE SOME COLLEGE EDUCATION. AGRIBUSINESS FIRMS INDICATED THEY EXPECT TO HIRE 30 PERCENT OF THEIR NEW PERSONNEL DIRECTLY FROM TRAINING INSTITUTIONS. THE INDUSTRY APPEARED WILLING TO COOPERATE IN A SCHOOL-EMPLOYER EDUCATION PROGRAM. THE DATA SUGGEST THAT TRAINING STATIONS IN AGRIBUSINESSES ARE AVAILABLE IN ADEQUATE NUMBERS. (MU)

VT 100 533
CAREER EDUCATION. LEADERSHIP IN LEARNING.

ARIZONA STATE DEPT. OF EDUCATION, PHOENIX.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 35P.

DESCRIPTORS - *CAREER EDUCATION; *EDUCATIONAL OBJECTIVES; *EDUCATIONAL PHILOSOPHY; *PROGRAM DESCRIPTIONS; *STATEWIDE PLANNING IDENTIFIERS - *ARIZONA

ABSTRACT - THIS REPORT OF THE ARIZONA STATE DEPARTMENT OUTLINES THE STATE'S EFFORTS AND ACHIEVEMENTS IN ADAPTING ITS EDUCATIONAL PROGRAMS TO THE CAREER EDUCATION PHILOSOPHY. CAREER EDUCATION PROJECTS IN 20 SCHOOL DISTRICTS OR COUNTIES OF THE STATE ARE DESCRIBED. SIX OBJECTIVES OF THE STATE INCLUDE THE DEVELOPMENT OR COMPLETION OF THE FOLLOWING: (1) A CAREER EDUCATION MATRIX WHICH WILL BE FLEXIBLE, CONCISE, UNDERSTANDABLE, AND LOCALLY-OWNED,

(2) A 10-YEAR PLAN WITH SPECIFIC OUTCOMES AND GUIDELINES, (3) A REVIEW AND EVALUATION SYSTEM FOR ALL LOCALLY-DEVELOPED CAREER EDUCATION MATERIALS, (4) GUIDELINES FOR EACH STATE PROJECT, (5) CAREER EDUCATION INFORMATION MATERIALS FOR COMMUNITY LEADERS THROUGHOUT THE STATE, AND (6) FOURTEEN 1-DAY WORKSHOPS, ONE IN EACH GEOGRAPHICAL AREA OF THE STATE. (MU)

VT 100 534

THE FEDERAL GOVERNMENT AS AN EMPLOYER OF THE UNSKILLED AND UNDEREDUCATED.

CIVIL SERVICE COMMISSION,
WASHINGTON, D.C. BUREAU OF
RECRUITING AND EXAMINING.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN73 14P.

DESCRIPTORS - *EDUCATIONALLY
DISADVANTAGED; *EMPLOYMENT
PROGRAMS; *FEDERAL GOVERNMENT;
*MANPOWER DEVELOPMENT; *UNSKILLED
WORKERS; EMPLOYMENT OPPORTUNITIES;
JOB TRAINING; VOCATIONAL
DEVELOPMENT

ABSTRACT - DESCRIBED IN THIS DOCUMENT ARE THE VARIOUS APPROACHES BEING TAKEN BY THE FEDERAL GOVERNMENT TO EMPLOY POTENTIAL LABOR FORCE PARTICIPANTS WHOSE LACK OF PREPARATION HAS PREVENTED THEM FROM OBTAINING REGULAR EMPLOYMENT ELSEWHERE. SPECIFIC INFORMATIONAL TOPICS PRESENTED INCLUDE: (1) WORKING WITHIN THE MERIT SYSTEM, (2) THE WORKER-TRAINEE EXAMINATION, (3) JOB RESTRUCTURING, (4) UPWARD MOBILITY FOR LOWER LEVEL EMPLOYEES, (5) FEDERAL MANPOWER TRAINING PROGRAMS, (6) EQUAL EMPLOYMENT OPPORTUNITY, (7) VETERANS, (8) PUBLIC SERVICE CAREERS, (9) EMPLOYING THE MENTALLY RETARDED, (10) STUDENT EMPLOYMENT PROGRAMS, (11) OUTREACH--THE EXTRA STEP, (12) TRAINING FOR THE FOLLOW-THROUGH, AND (13) TECHNICAL ASSISTANCE FOR PUBLIC SERVICE EMPLOYERS. IN ADDITION, A SUMMARY IS PROVIDED. (SN)

VT 100 535

MORGAN, ALICE S., AND OTHERS
PLACEMENT AND FOLLOW-UP STUDIES IN
VOCATIONAL EDUCATION.

AUBURN UNIV., ALA. DEPT. OF
VOCATIONAL AND ADULT EDUCATION.
ALABAMA STATE DEPT. OF VOCATIONAL
EDUCATION, MONTGOMERY.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - ND 24P.

DESCRIPTORS - *EDUCATIONAL
RESEARCH; *JOB PLACEMENT;
*RESEARCH REVIEWS (PUBLICATIONS);

*VOCATIONAL EDUCATION; *VOCATIONAL
FOLLOWUP; EDUCATIONAL NEEDS

ABSTRACT - PRESENTED BY VOCATIONAL EDUCATION AREAS, THIS REPORT REVIEWS THE RESEARCH ON THE PLACEMENT OF BOTH SECONDARY AND POSTSECONDARY STUDENTS IN THE UNITED STATES. PLACEMENT IS TYPICALLY VIEWED AS A SEPARATE ACTIVITY FROM THE EDUCATION PROGRAM. IDEALLY, SUCCESSFUL PLACEMENT SHOULD BE THE TARGET OF PROGRAMS OF EDUCATION AND TRAINING FOR EMPLOYMENT, AND THIS TARGET SHOULD CONTROL THE SELECTION OF PROGRAMS FOR WHICH TRAINING IS OFFERED, THE NATURE OF THE LEARNING EXPERIENCE, THE SELECTION OF STUDENTS TO BE TRAINED, AND THE COUNSELING ACTIVITIES INCIDENT TO THE PROGRAMS. THE LACK OF WELL-DEVELOPED PLACEMENT PROGRAMS MAY BE A CRUCIAL WEAKNESS OF MANY CURRENT PROGRAMS OF VOCATIONAL-TECHNICAL EDUCATION. (AUTHOR/MU)

VT 100 536

JORDAN, KENNETH C.
NEW OPPORTUNITIES FOR WORK.
INTERIM REPORT, FEB 1971-JUNE
1972.

LEWISTON PUBLIC SCHOOL DISTRICT,
MAINE.
BUREAU OF ADULT, VOCATIONAL AND
TECHNICAL EDUCATION (LHEW/OE),
WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OFC-O-7100652(361)
PUB DATE - JUL72 9CP.

DESCRIPTORS - *CAREER EDUCATION;
*EDUCATIONAL PLANNING;
*EDUCATIONAL PROGRAMS; *PROGRAM
DESCRIPTIONS
IDENTIFIERS - *LEWISTON SCHOOL
SYSTEM; MAINE

ABSTRACT - RECORDING THE NEW PROGRAM FROM FEBRUARY 1971 TO JULY 1972, THIS INTERIM REPORT DEFINED GOALS, AND EXPLAINED PROCEDURES, RESULTS, AND ACHIEVEMENTS OF A PROJECT TO INTRODUCE THE CAREER EDUCATION CONCEPT INTO THE LEWISTON, MAINE SCHOOLS. THE MAJOR ACCOMPLISHMENT FOR THIS FIRST YEAR WAS THE ACCEPTANCE BY TEACHERS OF THE CONCEPT OF CAREER EDUCATION. RESOURCE CENTERS WERE DEVELOPED IN FOUR AREAS OF THE SCHOOL DISTRICT, THREE INFORMATION GUIDES WERE DEVELOPED AND DISTRIBUTED, AND STUDENTS WERE REQUESTING INVOLVEMENT. A FEDERAL EVALUATION TEAM PROVIDED LEADERSHIP AND GUIDANCE IN PROGRAM ACTIVITIES. CONTINUATION OF THE NEW PROGRAM WAS STRONGLY RECOMMENDED. (MU)

VT 100 537

OUTREACH FOR URBAN INNER CITY
YOUTH. INTERIM REPORT, OCT-DEC,
1972.

BEST COPY AVAILABLE

KANSAS CITY SCHOOL DISTRICT, MO.
BUREAU OF ADULT, VOCATIONAL AND
TECHNICAL EDUCATION (DHEW/OE),
WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-71-1389(361)
PUB DATE - 15JAN73 189P.

DESCRIPTORS - *CAREER EDUCATION;
*INNER CITY; *JOB PLACEMENT;
*MOBILE EDUCATION SERVICES;
*OCCUPATIONAL INFORMATION
IDENTIFIERS - *KANSAS CITY;
PROJECT OUTREACH

ABSTRACT - RECORDING THE PROGRESS
OF PROJECT OUTREACH FROM OCTOBER
1, 1972 TO DECEMBER 31, 1972, THIS
REPORT HAS SUMMARIZED THE
OBJECTIVES, PROCEDURES, RESULTS,
EVALUATION, AND RECOMMENDATIONS OF
A PROGRAM TO ASSIST INNER-CITY
YOUTH OF KANSAS CITY TO RELATE
SUCCESSFULLY TO THE WORLD OF WORK.
A COMBINATION OF SCHOOL AND HOME-
COMMUNITY APPROACH WAS USED. THE
SCHOOL MODEL SOUGHT TO PROVIDE THE
STUDENT WITH UNDERSTANDINGS AND
ATTITUDES FAVORABLE TOWARD
LEARNING ABOUT OCCUPATIONS,
APPLYING FOR JOBS, AND
PARTICIPATING IN JOB INTERVIEWS.
THE HOME-COMMUNITY MODEL, THROUGH
A MOBILE UNIT, PROVIDED
COUNSELING, INFORMATION ON
EMPLOYMENT, AND A JOB PLACEMENT
SERVICE FOR BOTH YOUTHS AND
ADULTS. A CONCLUSION WHICH HAS
BEEN REACHED CONCERNS THE MOBILE
UNIT. THE UNIT HAS ACCUMULATED A
SET OF DATA THAT STRONGLY SUGGESTS
THAT SUCH AN APPROACH IS ABLE TO
REACH MANY OF THOSE PREVIOUSLY
NEGLECTED. THIS WOULD IMPLY THAT A
PROJECT NEEDS TO SEEK OUT ITS
CLIENTS RATHER THAN OPEN AN OFFICE
AND WAIT FOR PEOPLE TO COME IN.
(AUTHOR/MU)

VT 100 538
BUNNELL, LE ROY
MOAB AREA VOCATIONAL CENTER. FINAL
REPORT.

UTAH STATE BOARD FOR VOCATIONAL
EDUCATION, SALT LAKE CITY.
FOUR CORNERS REGIONAL COMMISSION,
FARMINGTON, N. MEX.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - DEC70 137P.

DESCRIPTORS - *AREA VOCATIONAL
SCHOOLS; *EDUCATIONAL
SPECIFICATIONS; *FACILITY
REQUIREMENTS; *PLANNING
(FACILITIES); *VOCATIONAL
EDUCATION; BUILDING PLANS
IDENTIFIERS - *MOAB AREA
VOCATIONAL CENTER; UTAH

ABSTRACT - RESEARCH OF COMMON
NEEDS AND POSSIBLE SOLUTIONS,
SURVEYS OF THE AREA, AND
ACTIVITIES IN CONTRACTING FOR

ARCHITECT AND BUILDING CONTRACTOR
SERVICES ARE REPORTED IN THIS
ACCOUNTING OF A PROJECT TO
ESTABLISH A VOCATIONAL CENTER AT
MOAB, UTAH. NARRATED
CHRONOLOGICALLY, THE REPORT
REFLECTS SOME OF THE DAY-TO-DAY
PROBLEMS ENCOUNTERED IN SUCH AN
UNdertaking BY LOCAL SCHOOL
OFFICIALS. IN A SEPARATE 72-PAGE
SECTION EDUCATIONAL SPECIFICATIONS
FOR THE MOAB VOCATIONAL CENTER ARE
SET FORTH. (MU)

VT 100 539
BLAI, BORIS, JR
VOCATIONAL EDUCATION MANAGEMENT
INFORMATION SYSTEM (VEMIS).

HARCUM JUNIOR COLL., PRYN MAWR,
PA.
MF AVAILABLE IN VT-ERIC SET.
IRR-73-17
PUB DATE - JUN73 5P.

DESCRIPTORS - *GRADUATE SURVEYS;
*JUNIOR COLLEGES; VOCATIONAL
EDUCATION; *VOCATIONAL FOLLOWUP;
ASSOCIATE DEGREES
IDENTIFIERS - *PENNSYLVANIA

ABSTRACT - THIS DOCUMENT CONTAINS
THE INSTRUMENT USED IN THE FIRST
FOLLOWUP SURVEY OF ASSOCIATE
DEGREE OCCUPATIONAL PROGRAM
GRADUATES FROM PENNSYLVANIA
COLLEGES. TO EVALUATE THE
EFFECTIVENESS OF SUCH PROGRAMS AS
A SOURCE OF ENTRY-LEVEL SKILLED
MANPOWER IN THE STATE'S ECONOMY,
RETURNS FROM 4,713 RESPONDENTS OR
62.7 PERCENT OF THOSE CONTACTED
WERE ANALYZED. THE FINDINGS POINT
OUT THAT: (1) CHOICE OF SCHOOL
RELATES TO NEARNESS TO HOME,
REPUTATION, AND PROGRAMS OFFERED,
(2) MOST STUDENTS WORK WHILE IN
SCHOOL, (3) MOST GRADUATES HEAD
FOR THE LABOR MARKET OF ADVANCED
WORK IN THEIR OCCUPATIONAL FIELD,
(4) SCHOOL PLACEMENT IS AN
IMPORTANT SOURCE OF JOB
INFORMATION, AND (5) HALF THE
GRADUATES CONTINUE THEIR EDUCATION
AT 4-YEAR COLLEGES AND 49 PERCENT
OF THESE DO SO IN BUSINESS-RELATED
FIELDS. (MU)

VT 100 540
THIRD ANNUAL REPORT OF THE
VIRGINIA STATE ADVISORY COUNCIL ON
VOCATIONAL EDUCATION IN VIRGINIA,
ACADEMIC YEAR 1971-72.

VIRGINIA STATE ADVISORY COUNCIL ON
VOCATIONAL EDUCATION, BLACKSBURG.
MF AVAILABLE IN VT-ERIC SET.
VIRGINIA STATE ADVISORY COUNCIL ON
VOCATIONAL EDUCATION, 217 C DRAPER
ROAD, N.W., P.O. BOX U,
BLACKSBURG, VA. 24060
PUB DATE - OCT72 50P.

DESCRIPTORS - *ADVISORY
COMMITTEES; *PROGRAM EVALUATION;

*STATEWIDE PLANNING; *VOCATIONAL
EDUCATION IDENTIFIERS - *VIRGINIA

ABSTRACT - THE SCOPE AND AVAILABILITY OF VOCATIONAL EDUCATIONAL PROGRAMS THROUGHOUT THE COMMONWEALTH ARE ASSESSED IN THIS 1973 ANNUAL REPORT AND RECOMMENDATIONS BASED ON THE EXISTING ORGANIZATIONAL STRUCTURE ARE MADE. THE VIRGINIA STATE PLAN PROVIDES THE THREE MAJOR TOPICS FOR REVIEW: (1) THE STATE OBJECTIVES AND PRIORITIES, (2) SERVING THE NEEDS OF THE PEOPLE, AND (3) CONSIDERATION OF THE RECOMMENDATIONS MADE IN THE 1972 REPORT. RECOMMENDATIONS FOR 1973 INCLUDE: (1) PLACEMENT ASSISTANCE AND FOLLOWUP, (2) COMMUNITY INPUT-LOCAL ADVISORY COUNCILS, (3) CAREER EDUCATION--K-16, (4) COOPERATIVE LEARNING-EARNING PROGRAMS, (5) ADDITIONAL FACILITIES FOR VOCATIONAL EDUCATION, (6) IMPLEMENTATION OF THE VIRGINIA EDUCATION REPORTING SYSTEM, (7) STANDARDS OF OCCUPATIONAL READINESS, AND (8) ARTICULATION OF VOCATIONAL EDUCATION AND LABOR DEMAND AND SUPPLY. (MU)

VT 100 541
ANNUAL EVALUATION REPORT OF THE STATE ADVISORY COUNCIL ON VOCATIONAL AND TECHNICAL EDUCATION, FISCAL YEAR 1972. STATE OF HAWAII.

HAWAII STATE ADVISORY COUNCIL ON VOCATIONAL AND TECHNICAL EDUCATION, HONOLULU.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN73 38P.

DESCRIPTORS - *ADVISORY COMMITTEES; *PROGRAM EFFECTIVENESS; *PROGRAM EVALUATION; *VOCATIONAL EDUCATION; ANNUAL REPORTS; AREA VOCATIONAL SCHOOLS; COST EFFECTIVENESS; HIGH SCHOOLS
IDENTIFIERS - *HAWAII

ABSTRACT - THIS REPORT SUMMARIZES THE FINDINGS AND RECOMMENDATIONS OF THE HAWAIIAN ADVISORY COUNCIL REGARDING THE STATUS OF VOCATIONAL AND TECHNICAL EDUCATION IN THE STATE. FOLLOWING A BRIEF EXPLANATION OF THE DERIVATION OF THE STATE GOALS AND PRIORITIES UPON WHICH THE EVALUATION WAS BASED, ARE ASSESSMENTS OF: (1) THE EFFECTIVENESS OF VOCATIONAL PROGRAMS IN MEETING THE STATED NEEDS, AND (2) THE EFFECTIVENESS OF PREVIOUS COUNCIL RECOMMENDATIONS. AN APPENDIX CONTAINING AN OVERVIEW OF THE COUNCIL'S ORGANIZATIONAL ARRANGEMENT AND FUNCTIONS ARE GIVEN AS WELL AS A REVIEW OF THE

MAJOR ACTIVITIES ENGAGED IN DURING THE 1972 FISCAL YEAR. (SN)

VT 100 542
DIXIE, THEODORE C.; WELCH, FREDRICK G.
ALTERNATE PLANS IN THE EVENT OF WORK INTERRUPTION.

PENNSYLVANIA STATE UNIV., UNIVERSITY PARK, DEPT. OF VOCATIONAL EDUCATION, PENNSYLVANIA STATE DEPT. OF EDUCATION, HARRISBURG, BUREAU OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
CVE-MONOQ-2
PUB DATE - JUL73 29P.

DESCRIPTORS - *COOPERATIVE EDUCATION; *COOPERATIVE PROGRAMS; *SCHOOL INDUSTRY RELATIONSHIP; *VOCATIONAL EDUCATION; WORK EXPERIENCE

ABSTRACT - ONE OF THE PROBLEMS OF A COOPERATIVE EDUCATION PROGRAM IS THE POSSIBILITY OF JOB TERMINATION DUE TO WORK LAY-OFFS OR TO STUDENT FAILURE ON THE JOB. IN ORDER TO ASSURE CONTINUITY OF INSTRUCTION AND EXPERIENCE IN THE VOCATIONAL COOPERATIVE EDUCATION PROGRAM, A SYSTEMS APPROACH TO THE PROBLEM IS OFFERED THAT WILL PROVIDE ALTERNATE PLANS FOR STUDENT WORK EXPERIENCE. THE PLAN BEGINS WITH A CONSIDERATION OF THE INSTRUCTIONAL OBJECTIVE AND THE PREPARATION, IMPLEMENTATION, AND EVALUATION OF THE STEPS THAT ARE FOLLOWED TO ATTAIN IT. CHARACTERISTICS OF THE STUDENT-LEARNER ARE ASSESSED TO DETERMINE THE REQUIRED SET OF LEARNING TASKS. A REVIEW OF THE LITERATURE HAS PRODUCED A NUMBER OF STRATEGIES AS ALTERNATE PLANS THAT HAVE BEEN USED IN VARIOUS SITUATIONS: (1) SIMULATED EXPERIENCE IN THE CLASSROOM, (2) REDUCED HOURS OF CREDIT, (3) TRANSFER TO ANOTHER MORE SUITABLE PROGRAM, (4) ADOPTION OF THE PROJECT TRAINING METHOD, (5) ALLOWANCE OF MORE ON-SITE VISITATION BY THE COORDINATOR, AND (6) TRANSFER TO ANOTHER TRAINING STATION. (MU)

VT 100 543
RUBINSKY, STANLEY; SMITH, NELSON F.
AN INVESTIGATION OF THE FREQUENCY OF ACCIDENTS WITH SMALL POWER TOOLS.

RHODE ISLAND UNIV., KINGSTON, INJURY CONTROL RESEARCH LAB., PROVIDENCE, R.I.
MF AVAILABLE IN VT-ERIC SET.
OHEW-PUB-(HSM)-72-10004
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (CATALOG NO. HE20.2859:70-3; \$.20)

PUB DATE - 72 22P.

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DESCRIPTORS - *ACCIDENT PREVENTION; *ACCIDENTS; MACHINE TOOL OPERATORS; *MACHINE TOOLS; *SAFETY EDUCATION; SAFETY

ABSTRACT - SEVERAL APPROACHES WERE USED IN AN ATTEMPT TO GATHER DATA ON THE NATURE AND FREQUENCY OF ACCIDENTS AND ACCIDENTAL INJURIES TO OPERATORS OF POWER TOOLS IN INDUSTRY AND IN THE HOME. DATA ARE PRESENTED FROM GOVERNMENT, INDUSTRY, SCHOOL AND HOSPITAL SETTINGS. IT IS CONCLUDED THAT NO ADEQUATE STATISTICS ON SMALL POWER TOOL ACCIDENTS PRESENTLY EXIST, EVEN THOUGH MANY SUCH ACCIDENTS OCCUR EACH YEAR. A STUDY OF THE EFFECTIVENESS OF POWER TOOL SIMULATORS AND SIMULATED ACCIDENTS FOR DETERMINING THE CAUSE OF INJURY AND AS AN AID FOR TEACHING TOOL SAFETY WAS FOUND TO BE DESIRABLE. (AUTHOR)

VT 100 544

GOLDSTEIN, HAROLD M.; HOROWITZ, MORRIS A.
IMPROVING THE UTILIZATION OF HEALTH MANPOWER. THIRD QUARTERLY REPORT.

NORTHEASTERN UNIV., BOSTON, MASS. DEPT. OF ECONOMICS.
MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. OFFICE OF RESEARCH AND DEVELOPMENT.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 15APR73 34P.

DESCRIPTORS - *HEALTH PERSONNEL; *HOSPITAL PERSONNEL; *MANPOWER DEVELOPMENT; *MANPOWER UTILIZATION; *PARAMEDICAL OCCUPATIONS; CAREER LADDERS; INNOVATION; OCCUPATIONAL MOBILITY; PERSONNEL DATA; PERSONNEL POLICY

ABSTRACT - THIS RESEARCH HAS CONTINUED THE EFFORTS BEGUN IN 1967 TO RESTRUCTURE HOSPITAL JOBS OF HEALTH PERSONNEL IN AN ATTEMPT TO MAKE BETTER USE OF MANPOWER AND TO PROVIDE SOME UPWARD JOB MOBILITY POSSIBILITIES. CHANGES IN HOSPITAL PERSONNEL PRACTICES RESULTING FROM AN EARLIER RESEARCH STUDY OF CAMBRIDGE HOSPITAL IN BOSTON WERE EXAMINED TO DETERMINE THE POSSIBILITY OF INTRODUCING SIMILAR CHANGES INTO SMALL HOSPITALS AND RURAL MEDICAL CENTERS. A DISINTEREST IN THE CAMBRIDGE STUDY CHARACTERIZED THE RESPONSES OF THE 57 HOSPITAL ADMINISTRATORS TO WHOM IT WAS SENT. MEETINGS WERE HELD WITH NINE OF THEM AND FIVE AGREED TO PARTICIPATE. IN-DEPTH INTERVIEWS AND LENGTHY SITE VISITS WERE MADE AT THESE FIVE HOSPITALS. DATA INDICATE THAT TRANSLATING THE SUCCESSFUL INNOVATIONS IN HIRING,

TRAINING, AND UP-GRADING PARAPROFESSIONALS AT CAMBRIDGE INTO A PLAN THAT OTHER HOSPITALS CAN USE WILL INVOLVE CONTINUING WORK TO COMPLETE A MODEL FOR CHANGE THAT IS ADAPTABLE TO THE PECULIAR NEEDS OF EACH INSTITUTION. THE EARLIER RESEARCH IS AVAILABLE AS VT 008 971, VT 014 989, AND VT 014 990. (MU)

VT 100 545

CHRISTENSEN, JACK
EVALUATION OF A VOCATIONAL EDUCATION PUBLIC INFORMATION PROGRAM. FINAL REPORT.

SAINT LOUIS REGIONAL INDUSTRIAL DEVELOPMENT CORP., MO.
NATIONAL CENTER FOR EDUCATIONAL RESEARCH AND DEVELOPMENT (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-72-4710
PUB DATE - JUL73 412P.

DESCRIPTORS - *CAREER EDUCATION; *INFORMATION DISSEMINATION; *INFORMATION SYSTEMS; *PROGRAM EVALUATION; *VOCATIONAL EDUCATION; INFORMATION SERVICES; RESEARCH PROJECT; SECONDARY SCHOOLS IDENTIFIERS - ST. LOUIS

ABSTRACT - THE PURPOSES OF THIS RESEARCH ACTIVITY WERE: (1) TO EVALUATE A MODEL FOR TESTING A PUBLIC INFORMATION PROGRAM DESIGNED TO INCREASE THE AWARENESS OF HIGH SCHOOL CHILDREN IN CAREER EDUCATION, AND (2) TO ASSESS THE EFFECTIVENESS OF THE ST. LOUIS REGIONAL INDUSTRIAL DEVELOPMENT CORPORATION'S PUBLIC INFORMATION CAMPAIGN. A TOTAL OF 15 SCHOOLS WERE INVOLVED IN THE ACTUAL INVESTIGATION WHICH SURVEYED THE FOLLOWING DISSEMINATION FEATURES: (1) A CLASSROOM FILM AND SPEAKER PRESENTATION EXPLORING CAREER OPTIONS AND PROVIDING A POSTAGE-FREE CARD SO THAT STUDENTS COULD OBTAIN FURTHER INFORMATION FROM THE CAREER INFORMATION CENTER SHOULD THEY FEEL THE NEED TO DO SO, (2) MEDIA EXPOSURE THROUGH RADIO, TELEVISION, AND NEWSPAPERS, AND (3) CAREER FAIR. OCCURRING FROM THIS STUDY WAS THE RECOMMENDATION THAT A MORE SPECIFIC FORM OF DISSEMINATION OF CAREER EDUCATION OPTIONS AND OPPORTUNITIES IS NEEDED. (AUTHOR/SN)

VT 100 546

FORMING CONSUMER ORGANIZATIONS.

OFFICE OF CONSUMER AFFAIRS, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (\$.35)
PUB DATE - 72 36P.

BEST COPY AVAILABLE

DESCRIPTORS - *COMMUNITY ORGANIZATIONS; *CONSUMER SCIENCE; *CONSUMER EDUCATION; *MANUALS; *ORGANIZATIONS (GROUPS)

ABSTRACT - THIS PROCEDURAL MANUAL OF INSTRUCTIONS FOR FORMING VOLUNTARY GROUPS HAS BEEN PREPARED TO ASSIST CONSUMERS WHO FEEL THAT VOLUNTARY CONSUMER ORGANIZATIONS CAN BE THE MOST EFFECTIVE MEANS OF DEVELOPING AN AWARE AND INFORMED PUBLIC. STEP-BY-STEP INSTRUCTIONS OF ACTIONS TO BE TAKEN, CONDUCT OF MEETINGS TO BE HELD, AND FUNCTIONS OF OFFICERS AND COMMITTEES ARE OUTLINED. AN APPENDIX PROVIDES A SAMPLE CONSTITUTION AND BYLAWS AND A SAMPLE PRESS RELEASE FOR A VOLUNTARY CONSUMER ORGANIZATION. (AUTHOR/MU)

VT 100 547
SAMPLER, JOSEPH
THE VOCATIONAL COUNSELOR AND SOCIAL ACTION.

NATIONAL VOCATIONAL GUIDANCE ASSOCIATION, WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 69 23P. PAPER
PRESENTED AT THE AMERICAN PERSONNEL AND GUIDANCE ASSOCIATION CONVENTION (LAS VEGAS, NEVADA, APRIL 1, 1969).

DESCRIPTORS - *COUNSELOR ATTITUDES; *COUNSELOR PERFORMANCE; *COUNSELOR ROLE; *SOCIAL VALUE; *SPEECHES; GUIDANCE COUNSELING; VOCATIONAL COUNSELING
IDENTIFIERS - *NATIONAL VOCATIONAL GUIDANCE ASSOCIATION; NVGA

ABSTRACT - THE PROBLEMS OF OUR SOCIETY IN 1969 ARE THOSE OF HUMAN DIGNITY, VIOLENCE, AND ESPECIALLY IN THE YOUTH, REVOLT, POVERTY, DISCRIMINATION, AND INJUSTICE HAVE TOUCHED OFF THE GHETTO RIOTS. IN THESE CIRCUMSTANCES THE OBLIGATIONS OF THE MEMBERS OF THE NATIONAL VOCATIONAL GUIDANCE ASSOCIATION (NVGA) ARE EVIDENT. THE COUNSELOR MUST EDUCATE HIMSELF IN POSITIVE RACIAL ATTITUDES AND SENSITIVITY TO CURRENT ISSUES. THE INFORMED COUNSELOR SHOULD FOLLOW A 4-PART PROGRAM CONCERNING: (1) COUNSELING AND ITS ASSOCIATED VALUES, (2) EMPLOYMENT AND TRAINING, (3) ACTION FOR FULL EMPLOYMENT, AND (4) ACTION AS A SCHOOL INNOVATOR. APART FROM THE ABNEGATION OF MORAL RESPONSIBILITY, WE MUST BE INVOLVED IF WE ARE TO SURVIVE. (AUTHOR/MU)

VT 100 548
MORGAN, ALICE S., AND OTHERS
ABBREVIATED MANUAL OF INSTRUCTIONS: VOCATIONAL INFORMATION REPORTING SYSTEM.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY, DIV. OF VOCATIONAL-TECHNICAL AND HIGHER EDUCATION; AUBURN UNIV., ALA. DEPT. OF VOCATIONAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
R&D-R-11-A
PUB DATE - 72 24P.

DESCRIPTORS - *INFORMATION SYSTEMS; *STATE PROGRAMS; *TECHNICAL EDUCATION; *VOCATIONAL EDUCATION; *VOCATIONAL FOLLOWUP; MANUALS
IDENTIFIERS - *ALABAMA

ABSTRACT - THE REPORTING SYSTEM PRESENTED HERE WAS DESIGNED TO ACCOMMODATE INFORMATION NEEDS OF A RECURRING NATURE WHICH ARE COMMON TO MOST PROGRAMS ADMINISTERED BY THE ALABAMA STATE DIVISION OF VOCATIONAL-TECHNICAL AND HIGHER EDUCATION. FIVE FORMS ARE INCLUDED WHICH REPORT INFORMATION CONCERNING PERSONNEL, FACILITIES, ENROLLMENT, COMPLETIONS, AND FOLLOWUP. A MANUAL OF INSTRUCTIONS FOR USING THE SYSTEM IS AVAILABLE AS VT 100 559. (AUTHOR/MU)

VT 100 549
ACHILLES, CHARLES M.
CAREER EDUCATION: K-12 AND BEYOND. (ACHILLES PAPER).

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - FEB 73 5P. PRESENTED AT THE ANNUAL CONVENTION OF THE AASA (105TH, ATLANTIC CITY, N.J., FEBRUARY 24-28, 1973).

DESCRIPTORS - *CAREER EDUCATION; *CITY WIDE PROGRAMS; *INTEGRATED CURRICULUM; *SPEECHES; *VOCATIONAL EDUCATION
IDENTIFIERS - *PROJECT SPAN; MEMPHIS CITY SCHOOLS

ABSTRACT - THE FEDERAL SUPPORT OF CAREER EDUCATION HAS PROVIDED FUNDS FOR A PILOT PROGRAM IN THE MEMPHIS CITY SCHOOL SYSTEM THAT IS CALLED PROJECT SPAN (START PLANNING AHEAD NOW). A MAJOR PURPOSE OF THE PROJECT IS TO HELP STUDENTS BRIDGE THE GAP BETWEEN SCHOOL AND WORK. CAREER AWARENESS IN ELEMENTARY SCHOOL INVOLVES THE COGNITIVE, AFFECTIVE, AND PSYCHOMOTOR DOMAINS. TEACHERS LINK CAREER CLUSTERS TO CLASSROOM STUDIES IN MATHEMATICS, ART, READING, SCIENCE, AND SOCIAL STUDIES. JUNIOR HIGH STUDENTS ARE ENCOURAGED TO NARROW THEIR ATTENTION TO A FEW CAREER CLUSTERS TO EXPLORE IN DEPTH. CAREER PLACEMENT COORDINATORS WORK WITH SENIOR HIGH SCHOOL COUNSELORS IN ADVISING STUDENTS ON VOCATIONAL CLASSES DIRECTED TOWARD THEIR TENTATIVE CAREER OBJECTIVES. A COOPERATIVE WORK-STUDY PROGRAM IS

THE FOCUS OF THE SENIOR HIGH SCHOOL COURSES. TEACHERS ARE ENCOURAGED TO PRODUCE THEIR UNITS OF INSTRUCTION AT ALL GRADE LEVELS IN THE PROGRAM. (MU)

VT 100 550
PROJECT PASS: FINAL PROJECT REPORT.

GRANT JOINT UNION HIGH SCHOOL DISTRICT, SACRAMENTO, CALIF. CALIFORNIA STATE DEPT. OF EDUCATION, SACRAMENTO, BUREAU OF PROGRAM PLANNING AND DEVELOPMENT. MF AVAILABLE IN VT-ERIC SET. PUB DATE - 30JUN71 25P.

DESCRIPTORS - *DEMONSTRATION PROJECTS; *JOB TRAINING; *POTENTIAL DROPOUTS; *VOCATIONAL DEVELOPMENT; *VOCATIONAL EDUCATION; DROPOUT PREVENTION; SECONDARY GRADES

ABSTRACT - THIS REPORT HIGHLIGHTS THE ACTIVITIES AND ACCOMPLISHMENTS OF A VOCATIONALLY-ORIENTED PROJECT DESIGNED TO MEET THE NEEDS OF POTENTIAL JUNIOR AND SENIOR HIGH SCHOOL DROPOUTS. SPECIFICALLY THE PROJECT HAS AS ITS OBJECTIVE, TO CREATE AN ACTIVE VOCATIONAL TRAINING PROGRAM COMPLETE WITH ACADEMIC UNITS IN TWO-PERIOD BLOCKS FOR THE PURPOSE OF PREPARING STUDENT PARTICIPANTS WITH MARKETABLE SKILLS BEFORE THEIR GRADUATION. THE MAJOR TRAINING AREAS EMPHASIZED IN PROJECT PASS WERE: (1) ORNAMENTAL HORTICULTURE, (2) APPLICATION MOTOR-ENGINE MAINTENANCE, (3) A/C ELECTRONICS SUB-ASSEMBLY REPAIR, AND (4) A/C METAL TRADES AND PLASTICS REPAIR. (SN)

VT 100 551
THIRD ANNUAL EVALUATION REPORT ON VOCATIONAL EDUCATION (MONTANA).

MONTANA STATE ADVISORY COUNCIL FOR VOCATIONAL EDUCATION, HELENA. MF AVAILABLE IN VT-ERIC SET. PUB DATE - DEC72 47P.

DESCRIPTORS - *ADVISORY COMMITTEES; *ANNUAL REPORTS; *PROGRAM EVALUATION; *STATEWIDE PLANNING; *VOCATIONAL EDUCATION IDENTIFIERS - *MONTANA

ABSTRACT - IN ITS ANNUAL EVALUATION OF THE VOCATIONAL PROGRAM IN MONTANA, THE MONTANA ADVISORY COUNCIL FOR VOCATIONAL EDUCATION DIRECTED ITS REPORTING TO FOUR AREAS OF CONCERN: (1) THE STATE'S GOALS AND PRIORITIES, (2) EFFECTIVENESS OF MEETING PEOPLE'S NEEDS, (3) ACTION ON PREVIOUS RECOMMENDATIONS, AND (4) WHAT STUDENTS, TEACHERS, COUNSELORS, AND LOCAL ADMINISTRATORS SAY ABOUT VOCATIONAL EDUCATION. THE COUNCIL

RECOMMENDED THAT: (1) PLANNING FOR VOCATIONAL EDUCATION BE BASED ON EMPLOYMENT DATA AND BE COMPATIBLE WITH MANPOWER DATA, (2) THE DISADVANTAGED RECEIVE A HIGH PRIORITY FOR TRAINING, (3) JOB PLACEMENT COUNSELORS BE STRATEGICALLY PLACED IN THE STATE TO COOPERATE WITH THE EMPLOYMENT SECURITY DIVISION FOR PROVIDING JOB PLACEMENT ASSISTANCE FOR STUDENTS, AND (4) LOCAL DISTRICTS BE ENCOURAGED IN PROVIDING MORE ADULT VOCATIONAL EDUCATION. (MU)

VT 100 552
TRAINING AND TECHNOLOGY, 1972 ANNUAL REPORT AND STATISTICAL SUPPLEMENT.

OAK RIDGE ASSOCIATED UNIVERSITIES, TENN.; UNION CARBIDE CORP., OAK RIDGE, TENN. NUCLEAR DIV. MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. OFFICE OF RESEARCH AND DEVELOPMENT. MF AVAILABLE IN VT-ERIC SET. PUB DATE - MAR73 66P.

DESCRIPTORS - *ANNUAL REPORTS; *JOB TRAINING; *MANPOWER DEVELOPMENT; *VOCATIONAL DEVELOPMENT; EDUCATIONAL PROGRAMS; PROJECTS IDENTIFIERS - *TRAINING AND TECHNOLOGY PROGRAM; TAT

ABSTRACT - THIS REPORT SUMMARIZES THE MAJOR ACCOMPLISHMENTS AND ACTIVITIES OF THE TRAINING AND TECHNOLOGY (TAT) PROGRAM FOR THE CALENDAR YEAR, 1972. SPECIFIC SECTIONS OF THE REPORT INCLUDE: (1) A DESCRIPTIVE NARRATIVE HIGHLIGHTING DEVELOPMENTS AND CHANGES IN THE INDUSTRIAL SKILL AND TECHNICAL TRAINING COMPONENT, (2) A DOCUMENTATION OF THE RESEARCH AND DEVELOPMENT EFFORTS CONDUCTED IN THE AREA OF TRAINING AND TECHNOLOGY MANPOWER, AND (3) AN ANALYSIS OF THE DATA COLLECTED ANNUALLY ON TRAINEES IN THE PROGRAM AND THE INDICES BY WHICH THE TRAINING MAY BE EVALUATED. (SN)

VT 100 553
RONEY, ROBERT K.
CAREER EDUCATION, K-12 AND BEYOND. (RONEY PAPER).

AMERICAN ASSOCIATION OF SCHOOL ADMINISTRATORS, WASHINGTON, D.C. MF AVAILABLE IN VT-ERIC SET. PUB DATE - FEB73 3P. PRESENTED AT THE ANNUAL CONVENTION OF THE AMERICAN ASSOC. OF SCHOOL ADMINISTRATORS (105TH, ATLANTIC CITY, N.J., FEBRUARY 24-28, 1973).

DESCRIPTORS - *CAREER EDUCATION; *VOCATIONAL EDUCATION; ELEMENTARY GRADES; INTEGRATED CURRICULUM; OCCUPATIONAL INFORMATION;

SECONDARY GRADES; SPEECHES
IDENTIFIERS - *PROJECT SPAN;
MEMPHIS CITY SCHOOLS

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ABSTRACT - THE FIRST YEAR OF PROJECT SPAN (START PLANNING AHEAD NOW) IN THE MEMPHIS CITY SCHOOLS WAS USED MAINLY IN DEVELOPMENTAL ACTIVITIES. POSITIVE ATTITUDES OF PUPILS TOWARD THE WORLD OF WORK WERE SOUGHT AND INSERVICE TEACHER EDUCATION WAS BEGUN FOR GRADES K-6. FOR GRADES 7 THROUGH 9, MATERIALS WERE DEVELOPED AND FIELD TESTED FOR USE IN INDUSTRIAL ARTS AND HOME ECONOMIC CLASSES AND OCCUPATIONAL INFORMATION WAS INTEGRATED INTO THE CURRICULUMS OF ENGLISH AND SOCIAL STUDIES. HIGH SCHOOL JOB PLACEMENT WAS PROVIDED BOTH IN THE COOPERATIVE EDUCATION CLASSES AND AT THE END OF THE TWELFTH GRADE. (MU)

VT 100 554
KING, SUE J., ED.
CATALOG OF PUBLICATIONS.

NORTH CAROLINA STATE UNIV.,
RALEIGH. CENTER FOR OCCUPATIONAL
EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 38P.

DESCRIPTORS - *CATALOGS;
*PUBLICATIONS; *RESEARCH;
*VOCATIONAL EDUCATION; ANNOTATED
BIBLIOGRAPHIES; DIVIDED CATALOGS
IDENTIFIERS - *CENTER FOR
OCCUPATIONAL EDUCATION

ABSTRACT - THIS CATALOG OF PUBLICATIONS IS DIVIDED INTO TWO MAJOR SECTIONS: (1) THE TOPICAL PUBLICATIONS LIST, AND (2) THE SERIES INDEX. ANNOTATED ENTRIES INCLUDED IN THE FIRST SECTION ARE GROUPED UNDER 13 GENERAL TOPICAL HEADINGS WHICH IDENTIFY MAJOR RESEARCH TRUSTS OF THE CENTER FOR OCCUPATIONAL EDUCATION. THE SERIES INDEX, ON THE OTHER HAND, IS A SEQUENTIAL LISTING OF THE REPORTS IN EACH OF THE CENTER'S SEVERAL CURRENT PUBLICATIONS SERIES. TOPICAL CROSS REFERENCES TO THE PUBLICATIONS LIST ARE INCLUDED FOR EACH REPORT AND THOSE CURRENTLY IN PRESS ARE SO NOTED IN THEIR PROPER ORDER OF OCCURRENCE. (AUTHOR/SN)

VT 100 555
WOMEN IN THE FOREST SERVICE.

FOREST SERVICE (DOA), WASHINGTON,
D.C.
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S.
GOVERNMENT PRINTING OFFICE,
WASHINGTON, D.C. 20402 (S/N J100-
02641, \$1.10)
PUB DATE - SEP72 14P. REVISED
EDITION.

DESCRIPTORS - *CAREER

OPPORTUNITIES; *FEMALES;
*FORESTRY; FORESTRY OCCUPATIONS;
*OCCUPATIONAL INFORMATION;
CAREERS; PAMPHLETS

ABSTRACT - THIS PAMPHLET CONTAINS INFORMATION ON CAREER OPPORTUNITIES FOR WOMEN IN THE AREA OF FOREST SERVICE. TOPICS DISCUSSED INCLUDE: (1) THE FOREST SERVICE AND ITS WORK, (2) PROFESSIONAL CAREERS, AND (3) THE WAY TO A CAREER IN THE FOREST. AS AN ADDED SOURCE OF INFORMATION, ADDRESSES OF REGIONAL FOREST SERVICE OFFICES ARE PROVIDED. (SN)

VT 100 556
APPRENTICE TRAINING: SURE WAY TO A
SKILLED CRAFT.

MANPOWER ADMINISTRATION (DOL),
WASHINGTON, D.C. BUREAU OF
APPRENTICESHIP AND TRAINING.
MF AVAILABLE IN VT-ERIC SET.
SUPERINTENDENT OF DOCUMENTS, U.S.
GOVERNMENT PRINTING OFFICE,
WASHINGTON, D.C. 20402 (S/N 2906-
00006, \$.20)
PUB DATE - 73 10P.

DESCRIPTORS - *APPRENTICESHIPS;
*CAREER OPPORTUNITIES;
*EDUCATIONAL OPPORTUNITIES;
OCCUPATIONAL INFORMATION;
PAMPHLETS

ABSTRACT - THIS PAMPHLET CONTAINS INFORMATION ON APPRENTICE TRAINING AND ITS ADVANTAGES. SPECIFIC ISSUES DISCUSSED INCLUDE: (1) HOW APPRENTICESHIP PROGRAMS OPERATE, (2) WHO QUALIFIES, (3) OPPORTUNITIES AVAILABLE, (4) APPRENTICE SALARIES, (5) DEMANDS OF THE PROGRAM, (6) HOW TO OBTAIN INFORMATION ON THE SUBJECT, AND (7) JOBS WHICH REQUIRE APPRENTICESHIP. (SN)

VT 100 557
MORGAN, ALICE S., COMP.
INDEX TO "QUERY" COMPUTER
SEARCHES, NOVEMBER 1970-DECEMBER
1972. (ALABAMA).

ALABAMA STATE DEPT. OF EDUCATION,
MONTGOMERY. DIV. OF VOCATIONAL-
TECHNICAL AND HIGHER EDUCATION;
AUBURN UNIV., ALA. DEPT. OF
VOCATIONAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
R&D-R-12
PUB DATE - 72 50P.

DESCRIPTORS - *INDEXES (LOCATORS);
*INFORMATION RETRIEVAL;
*INFORMATION SYSTEMS; *SEARCH
STRATEGIES; INFORMATION
DISSEMINATION; INFORMATION
SERVICES; PERMUTED INDEXES;
VOCATIONAL EDUCATION
IDENTIFIERS - *QUERY COMPUTER
SEARCH INDEX

ABSTRACT - THIS INDEX WAS DESIGNED TO FACILITATE MORE EFFECTIVE USE OF THE "QUERY" COMPUTER SEARCH SYSTEM ON THE PART OF USERS AND POTENTIAL USERS. INCLUDED ARE AN INTRODUCTION AND THREE SECTIONS CONTAINING INFORMATION ON THE FOLLOWING TOPICS: (1) USE OF THE INDEX AND THE SEARCH REQUEST FORM, (2) SUBJECT INDEX TO COMPUTER SEARCHES, AND (3) LIST OF COMPUTER SEARCHES BY SEARCH NUMBER. IN ADDITION, RIE AND CIJE REPORT RESUMES ARE GIVEN AS WELL AS A LIST OF THE ERIC CLEARINGHOUSES. (SN)

VT 100 558

MORGAN, ALICE S.
IMPLEMENTATION OF A MICROFICHE DUPLICATION AND DISSEMINATION SERVICE IN ALABAMA: A FEASIBILITY STUDY.

ALABAMA STATE DEPT. OF EDUCATION,
MONTGOMERY, DIV. OF VOCATIONAL-
TECHNICAL AND HIGHER EDUCATION.;
AUBURN UNIV., ALA. DEPT. OF
VOCATIONAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
RD-R-13
PUB DATE - 73 25P.

DESCRIPTORS - *INFORMATION
DISSEMINATION; *INFORMATION NEEDS;
*INFORMATION NETWORKS;
*MICROFICHE; *RESEARCH
COORDINATING UNITS; EDUCATIONAL
RESEARCH
IDENTIFIERS - *ALABAMA
OCCUPATIONAL AND DEVELOPMENT UNIT;
ALABAMA

ABSTRACT - A FUNCTION OF THE ALABAMA OCCUPATIONAL RESEARCH AND DEVELOPMENT UNIT IS SEEN TO BE ONE OF DISSEMINATING VOCATIONAL EDUCATION RESEARCH AND RELATED MATERIALS TO USERS IN THE STATE. COST OF PURCHASING MICROFICHE COPIES FROM THE ERIC DOCUMENT REPRODUCTION SERVICE (EDRS) (65 PER TITLE) ARE COMPARED WITH THE COST OF REPRODUCING THEM ON A MICROFICHE READER-PRINTER (10 PER MICROFICHE). THE TIME DIFFERENCES FOR SERVICE ARE COMPARED (TEN DAYS VS. 24 HOURS). OF THE 212 PERSONS SURVEYED, 143 RESPONDED TO QUESTIONS INDICATING 42 LOCATIONS IN 25 COUNTIES IN THE STATE WITH MICROFICHE READERS AND READER-PRINTERS. FROM THE STUDY IT APPEARS NECESSARY THAT A DISSEMINATION SYSTEM BE ESTABLISHED WITHIN THE STATE TO SERVE THE NEEDS OF VOCATIONAL EDUCATORS OF ALABAMA. (AUTHOR/MU)

VT 100 559

HILL, RAYMOND, AND OTHERS
VOCATIONAL INFORMATION REPORTING SYSTEM: MANUAL OF INSTRUCTIONS.

ALABAMA STATE DEPT. OF EDUCATION,

BEST COPY AVAILABLE

MONTGOMERY, DIV. OF VOCATIONAL-
TECHNICAL AND HIGHER EDUCATION.;
AUBURN UNIV., ALA. DEPT. OF
VOCATIONAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
RD-R-10
PUB DATE - 72 95P.

DESCRIPTORS - *DATA COLLECTION;
*INFORMATION SYSTEMS; *MANAGEMENT
INFORMATION SYSTEMS; *MANUALS;
*VOCATIONAL EDUCATION; COMPUTER
STORAGE DEVICES; INFORMATION
STORAGE
IDENTIFIERS - *ALABAMA

ABSTRACT - THESE INSTRUCTIONS FOR USING THE SYSTEM DESCRIBED IN VT 100 548 ARE FOR THE TEACHERS OF VOCATIONAL PROGRAMS AS THEY RECORD DATA ON EACH OF THE FIVE FORMS WHICH CONSTITUTE THE SYSTEM. PRELIMINARY INSTRUCTIONS DESCRIBE THE GENERAL DESIGN OF THE CARDS ON WHICH DATA ARE RECORDED, NAMING AND LOCATING EACH FEATURE OF THE CARD. GENERAL DATA FOR THE FIVE TYPES OF REPORTS (PERSONNEL, FACILITY, ENROLLMENT, COMPLETION, AND FOLLOWUP) ARE ILLUSTRATED BY SAMPLES OF RIGHT AND WRONG ENTRIES ON THE CARDS. EACH OF THE FIVE TYPES OF REPORTS IS DISCUSSED SEPARATELY. AN APPENDIX LISTS THE CODES TO BE USED FOR EACH COUNTY AND SCHOOL IN ALABAMA AND DESCRIBES A STUDENT FOLLOWUP CARD FOR STATEWIDE STUDY. (MU)

VT 100 560

BARNES, JAMES R., AND OTHERS
A STUDY OF EMPLOYMENT
OPPORTUNITIES IN COSMETOLOGY IN
ALABAMA.

ALABAMA STATE DEPT. OF EDUCATION,
MONTGOMERY, DIV. OF VOCATIONAL-
TECHNICAL AND HIGHER EDUCATION.;
AUBURN UNIV., ALA. DEPT. OF
VOCATIONAL AND ADULT EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
RD-R-4
PUB DATE - 71 22P.

DESCRIPTORS - *COSMETOLOGISTS;
*EMPLOYMENT OPPORTUNITIES;
*EMPLOYMENT POTENTIAL; *EMPLOYMENT
STATISTICS; *MANPOWER NEEDS;
COSMETOLOGY; PERSONNEL DATA
IDENTIFIERS - *ALABAMA

ABSTRACT - QUESTIONNAIRES WERE SENT TO A 10 PERCENT RANDOM SAMPLE OF THE 3,930 COSMETOLOGY BUSINESSES IN ALABAMA TO DETERMINE THE EMPLOYMENT OPPORTUNITIES IN ALABAMA IN THE FIELD. RESPONSES FROM 161 FIRMS WERE ANALYZED BY SIMPLE FREQUENCY DISTRIBUTIONS, PERCENTAGES, AND MEASURES OF CENTRAL TENDENCIES. FINDINGS SHOW THAT FROM 1966 TO 1970 TOTAL EMPLOYMENT INCREASED BY 73.2 PERCENT, THE GREATEST JOB MOBILITY OCCURRED IN SMALLER BUSINESSES

WITHIN THE AGE GROUP OF UNDER 25. TOTAL MOBILITY, INCLUDING JOB MOBILITY AND OCCUPATIONAL MOBILITY AS WELL AS OCCUPATIONAL LEAVERS DUE TO DEATH, RETIREMENT AND QUITTERS, WAS 24 PERCENT OF THE TOTAL EMPLOYMENT IN THE FIELD. DATA INDICATED THAT IF ALL PRESENT VACANCIES WERE FILLED, TOTAL EMPLOYMENT WOULD INCREASE BY OVER 20 PERCENT. (AUTHOR/MU)

VT 100 561

BARNES, JAMES R.; BAKER, RICHARD A.

EMPLOYMENT OPPORTUNITIES FOR WORKERS IN SALES AND RELATED OCCUPATIONS IN ALABAMA.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. DIV. OF VOCATIONAL-TECHNICAL AND HIGHER EDUCATION.; AUBURN UNIV., ALA. DEPT. OF VOCATIONAL AND ADULT EDUCATION. MF AVAILABLE IN VT-ERIC SET.

R&D-R-6

PUB DATE - 71 33P.

DESCRIPTORS - *EMPLOYMENT OPPORTUNITIES; *OCCUPATIONAL INFORMATION; *RETAILING; *SALES WORKERS; *WHOLESALE; EMPLOYMENT POTENTIAL; EMPLOYMENT PRACTICES; EMPLOYMENT TRENDS
IDENTIFIERS - *ALABAMA

ABSTRACT - QUESTIONNAIRES WERE SENT TO 2,331 RETAIL, WHOLESALE, AND SERVICE BUSINESSES IN ALABAMA TO DETERMINE THE EMPLOYMENT OPPORTUNITIES IN THESE OCCUPATIONAL AREAS IN THE STATE. OVER 80 PERCENT WERE MAILED TO BUSINESSES IN MONTGOMERY, LEE, AND RUSSELL COUNTIES AND THE REMAINDER TO MEMBERS OF THE ALABAMA COUNCIL OF RETAIL MERCHANTS THROUGHOUT THE STATE. THIRTY-SIX PERCENT WERE RETURNED FOR 607 USABLE REPLIES. SIGNIFICANT FINDINGS INCLUDED: (1) SERVICE BUSINESSES REPORTED 52.4 PERCENT OF THE TOTAL EMPLOYMENT REPORTED, RETAIL, 37.4 PERCENT, AND WHOLESALE, 10.2 PERCENT; (2) RETAIL BUSINESSES EMPLOYED 79 PERCENT OF THEIR WORKERS FULL TIME WITH THE GREATEST MOBILITY AND THE HIGHEST TURNOVER OF EMPLOYEES REPORTED; AND (3) SALES AND RELATED OCCUPATIONS ACCOUNTED FOR APPROXIMATELY 53.7 PERCENT OF THE TOTAL EMPLOYMENT OF THE BUSINESSES SURVEYED. (MU)

VT 100 562

BAKER, RICHARD A.
EMPLOYMENT LEVELS AND PROJECTIONS IN ELECTRONIC DATA PROCESSING.

ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. DIV. OF VOCATIONAL-TECHNICAL AND HIGHER EDUCATION.; AUBURN UNIV., ALA. DEPT. OF VOCATIONAL AND ADULT EDUCATION. MF AVAILABLE IN VT-ERIC SET.

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PUB DATE - 71 19P.

DESCRIPTORS - *CLERICAL WORKERS; *COMPUTER SCIENCE EDUCATION; *DATA PROCESSING OCCUPATIONS; *OFFICE OCCUPATIONS EDUCATION; *VOCATIONAL EDUCATION
IDENTIFIERS - *ALABAMA; KEYPUNCH OPERATORS

ABSTRACT - TO PROVIDE PLANNERS OF VOCATIONAL EDUCATION PROGRAMS WITH INSIGHT TO THE DEMAND FOR DATA PROCESSING WORKERS IN ALABAMA, QUESTIONNAIRES WERE MAILED TO COMPANIES IN THE STATE THAT HAD BEEN EARLIER IDENTIFIED BY PHONE CALLS, DIRECTORY SEARCHES, AND COMPUTER SALES OFFICES TO BE USED TO SUPPLY DATA FOR THE STUDY. THE MOST SIGNIFICANT EMPLOYMENT DATA AND THEIR PROJECTIONS INCLUDED: (1) EMPLOYMENT IN DATA PROCESSING REFLECTED A CONSTANT ANNUAL GROWTH AND REPLACEMENT RATE OF 12 TO 14 PERCENT DURING THE LAST FIVE YEARS, (2) INCREASE IN COMPUTER INSTALLATIONS FOR THE PERIOD 1968 TO 1970 WAS 8.5 PERCENT, (3) THE PROJECTED 5-YEAR ANNUAL GROWTH AND REPLACEMENT DEMAND FOR DATA PROCESSING WORKERS FOR THE STATE IS 403, OF WHICH HALF WILL BE IN KEYPUNCH OPERATORS. (AUTHOR/MU)

VT 100 563

WILDER, ROBERT A.

A STUDY INTO THE NEED FOR SAFETY TECHNICIANS BY INDUSTRY IN MEMPHIS AND VICINITY.

MF AVAILABLE IN VT-ERIC SET.

PUB DATE - MAY73 61P. M.S.
THESIS, MEMPHIS STATE UNIV., TENN.

DESCRIPTORS - *ACCIDENT PREVENTION; *HUMAN ENGINEERING; *SAFETY; *SAFETY EDUCATION; EDUCATIONAL NEEDS; MASTERS THESES
IDENTIFIERS - *STATE TECHNICAL INSTITUTE OF MEMPHIS

ABSTRACT - TO DETERMINE THE NEED FOR AN INDUSTRIAL SAFETY PROGRAM AT THE STATE INSTITUTE OF MEMPHIS, QUESTIONNAIRES WERE SENT TO PERSONNEL DIRECTORS OF 100 COMPANIES IN THE MEMPHIS AREA SELECTED FROM FOUR GROUPS OF FIRMS CLASSIFIED ACCORDING TO THE NUMBER OF EMPLOYEES. FINDINGS INDICATED THAT: (1) ALL FIRMS HAD SOME KIND OF SAFETY PROGRAM AND 50 HAD A FORMAL SAFETY PROGRAM; (2) FIVE COMPANIES HAD NO SAFETY PERSONNEL, 11 HAD SAFETY ENGINEERS WITH BACHELOR DEGREE, AND 37 FIRMS HAD SAFETY PERSONNEL WHO HAD NO FORMAL SAFETY TRAINING; AND (3) MANAGEMENT'S SUPPORT OF SAFETY PROGRAMS WAS STRONG. RECOMMENDATIONS WERE MADE THAT THE STATE TECHNICAL INSTITUTE OF MEMPHIS SHOULD INCLUDE INDUSTRIAL

SAFETY SPECIALIZATION IN ITS CURRICULUM AND OFFER A CONDENSED INDUSTRIAL SAFETY CURRICULUM. (MU)

VT 100 564
ABSTRACTS OF EXEMPLARY PROJECTS IN VOCATIONAL EDUCATION.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUN73 152P.

DESCRIPTORS - *ABSTRACTS;
*DEMONSTRATION PROJECTS; *RESEARCH PROJECTS; *VOCATIONAL EDUCATION; PROJECTS

ABSTRACT - THIS BOOKLET PROVIDES BACKGROUND INFORMATION ON THE FUNDED VOCATIONAL EXEMPLARY PROJECTS IN OPERATION DURING THE PERIOD FROM 1970-1973. CONTAINED ARE: (1) A GENERAL INTRODUCTION AND OVERVIEW OF THE PROJECTS' ORIGINS, (2) ABSTRACTS OF THE ACTIVITIES BEING UNDERTAKEN IN EACH OF THE PROJECTS, AND (3) DESCRIPTIVE ANALYSES OF THE EFFORTS OF EACH PROJECT OPERATION. (SN)

VT 100 565
PROCEEDINGS OF THE COORDINATING CONFERENCE OF STATE-LEVEL AND LOCAL-LEVEL DIRECTORS OF CAREER EDUCATION PROJECTS FUNDED UNDER SECTION 142(C) OF PART D AND SECTION 131(A) OF PART C OF PUBLIC LAW 90-576.

OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JUN73 101P.
CONFERENCE HELD AT WARRENTON, VA. DECEMBER 17-19, 1972.

DESCRIPTORS - *CAREER EDUCATION;
*CONFERENCE REPORTS;
*DEMONSTRATION PROJECTS;
*VOCATIONAL DIRECTORS; MEETINGS;
PROGRAM COORDINATION; VOCATIONAL EDUCATION

ABSTRACT - THIS DOCUMENT CONTAINS A SUMMARY OF THE PROCEEDINGS OF A CAREER EDUCATION COORDINATING CONFERENCE HELD DURING THE PERIOD OF DECEMBER 17-19, 1972. ATTENDING THE CONFERENCE WERE STATE AND LOCAL-LEVEL CAREER EDUCATION DIRECTORS OF PROJECTS BEING FUNDED UNDER SPECIFIC SECTIONS OF PUBLIC LAW 90-576. CONTENTS OF THE REPORT INCLUDE: (1) A BACKGROUND AND INTRODUCTION, (2) AN OVERVIEW OF THE CONFERENCE, (3) HIGHLIGHTS OF THE GENERAL SESSIONS, AND (4) REFERENCES. IN ADDITION, APPENDICES CONTAINING A CONFERENCE

ANNOUNCEMENT, LIST OF THE PARTICIPANTS, AND CONFERENCE AGENDA ARE PROVIDED. (SN)

VT 100 566
GILBERTSON, CARLYLE W., AND OTHER

ARTICULATION OF OCCUPATIONAL ORIENTATION, EDUCATION, AND PLACEMENT IN PRIVATE AND PUBLIC ELEMENTARY, SECONDARY, AND POST-SECONDARY SCHOOLS. EVALUATION REPORT (SECOND YEAR).

WISCONSIN STATE BOARD OF VOCATIONAL, TECHNICAL AND ADULT EDUCATION, SHEFFYGAN, DISTRICT II. BUREAU OF ADULT, VOCATIONAL AND TECHNICAL EDUCATION (DHEW/OE), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
OEG-0-71-1027 (361)
PUB DATE - MAY73 150P.

DESCRIPTORS - *DEMONSTRATION PROJECTS; *EVALUATION; *VOCATIONAL DEVELOPMENT; *VOCATIONAL EDUCATION; ELEMENTARY GRADES; POST SECONDARY EDUCATION; PROGRAM EVALUATION; SECONDARY GRADES

ABSTRACT - PRESENTED IN THIS DOCUMENT IS A SECOND-YEAR EVALUATIVE ASSESSMENT OF A THREE-YEAR VOCATIONALLY-ORIENTED EXEMPLARY PROJECT WHICH WAS DESIGNED TO DEVELOP AND IMPLEMENT A MODEL PROGRAM THAT WOULD UTILIZE A COMPREHENSIVE APPROACH TO PROVIDING VOCATIONAL EDUCATION OPPORTUNITIES TO A VARIETY OF PERSONS AT ALL AGES AND GRADE LEVELS. BASIC CONTENTS OF THE REPORT IN ORDER OF THEIR OCCURRENCE BY CHAPTER INCLUDE: (1) OBJECTIVES OF THE EVALUATION, (2) THE METHODS AND PROCEDURES EMPLOYED, (3) RESULTS OF THE SECOND YEAR PROJECT OPERATIONS, AND (4) RECOMMENDATIONS. SUPPLEMENTING THE EVALUATION ARE SEVERAL STATISTIC TABLES, TWO APPENDICES CONTAINING A SUMMARY OF THE RESPONSES PROVIDED ON THE CAREER PLANNING SURVEY ADMINISTERED TO GRADES 9-14, AND SAMPLES OF THE SURVEY INSTRUMENTS USED. TWO RELATED REPORTS, ONE, AN INTERIM REPORT, AND THE OTHER, A FIRST PROJECT EVALUATION, MAY BE OBTAINED AS ED OBO 696 AND ED O73 298. (SN)

VT 100 567
DIRECTORY OF PRIVATE SCHOOLS IN FLORIDA OFFERING VOCATIONAL COURSES APPROVED FOR THE TRAINING OF VETERANS AND ELIGIBLE PERSONS. JANUARY 1973.

FLORIDA STATE DEPT. OF COMMERCE, TALLAHASSEE. STATE APPROVING AGENCY FOR VETERANS TRAINING. FOR VETERANS TRAINING.
MF AVAILABLE IN VT-ERIC SET.

PUB DATE - JAN73 23P.

DESCRIPTORS - *DIRECTORIES;
*VETERANS; *VETERANS EDUCATION;
*VOCATIONAL EDUCATION
IDENTIFIERS - *FLORIDA

ABSTRACT - THIS DIRECTORY LISTS THE NAMES OF INSTITUTIONS IN FLORIDA THAT OFFER APPROVED COURSES UNDER CHAPTER 36, TITLE 38, UNITED STATES CODE. THIS LISTING DOES NOT IMPLY THAT ALL COURSES OFFERED BY EACH INSTITUTION ARE APPROVED. THE APPROVED COURSES ARE LISTED DIRECTLY BELOW EACH INSTITUTION'S NAME AND ADDRESS. THE PROSPECTIVE STUDENT IS URGED TO WRITE OR VISIT THE SCHOOL FOR SPECIFIC COURSE INFORMATION. INSTITUTIONS ARE LISTED BY VOCATIONAL AREAS WHICH INCLUDE: (1) ART SCHOOLS, (2) BEAUTY AND BARBER SCHOOLS, (3) BUSINESS SCHOOLS, (4) FLIGHT SCHOOLS, (5) MEDICAL, TECHNOLOGISTS, AND NURSING SCHOOLS, (6) MISCELLANEOUS VOCATIONAL SCHOOLS, AND (7) THEOLOGICAL SCHOOLS. (AUTHOR/MU)

VT 100 568

PROPOSALS FOR THE PROMOTION OF WORKING RELATIONSHIPS BETWEEN THE SCHOOLS AND THE EMPLOYMENT SERVICE TO ATTAIN EFFECTIVE SERVICE TO YOUTH ENTERING THE LABOR MARKET.

NEW YORK STATE EDUCATION DEPT., ALBANY, DIV. OF PUPIL PERSONNEL SERVICES.; NEW YORK STATE DEPT. OF LABOR, ALBANY, MANPOWER SERVICES DIV.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 16P. REVISED EDITION.

DESCRIPTORS - *INTERAGENCY COORDINATION; *JOB PLACEMENT; *VOCATIONAL COUNSELING; *VOCATIONAL DEVELOPMENT; *VOCATIONAL EDUCATION; OCCUPATIONAL GUIDANCE; SCHOOL COMMUNITY COOPERATION
IDENTIFIERS - *NEW YORK STATE

ABSTRACT - THE QUALITY OF SCHOOL GUIDANCE SERVICE AND THE PLACEMENT FACILITIES IN THE COMMUNITY DETERMINE THE TYPE OF HELP YOUNG PEOPLE WILL HAVE IN DEVELOPING EDUCATIONAL AND VOCATIONAL PLANS, GETTING INTO APPROPRIATE SCHOOLS, AND FINDING EMPLOYMENT. THE NEW YORK STATE EMPLOYMENT SERVICE COMPLEMENTS THE WORK OF THE SCHOOLS AND THE EFFECTIVENESS OF THEIR JOINT EFFORTS DEPENDS ON A NUMBER OF FACTORS. AMONG THEM ARE THE FOLLOWING AREAS OF COOPERATION: (1) COMMUNICATION, (2) PLACEMENT AND RELATED SERVICES, (3) OCCUPATIONAL INFORMATION, (4) COMMUNITY UNDERSTANDING AND ACCEPTANCE, AND

BEST COPY AVAILABLE

(5) EVALUATION. (AUTHOR/MU)

VT 100 569

JOB CORPS TRAINING STANDARD FOR WELDER.

MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. JOB CORPS. MF AVAILABLE IN VT-ERIC SET.
DOL/JOB CORPS-HANDBOOK-440.102

PUB DATE - AUG69 20P.

DESCRIPTORS - *EVALUATION CRITERIA; *STANDARDS; *TRAINEES; *WELDERS; JOB TRAINING; PERFORMANCE CRITERIA
IDENTIFIERS - *JOB CORPS TRAINING STANDARD

ABSTRACT - THIS BOOKLET CONTAINS INFORMATION ON THE CRITERIA BY WHICH WELDERS IN THE JOB CORPS TRAINING PROGRAM ARE EVALUATED. SPECIFIC CONTENTS INCLUDE: (1) A STATEMENT OF PURPOSE FOR WRITING THIS DOCUMENT, (2) A DISCUSSION OF THE PROCEDURES FOR SUBMITTING RECOMMENDATIONS, (3) A LISTING OF WHAT THE JOB CORPS TRAINING STANDARD CONTAINS, (4) AN EXPLANATION OF THE CODE KEY USED IN MAKING EVALUATIONS, AND (5) A COPY OF THE RATING SHEET USED IN THE RATING PROCESS. (SN)

VT 100 570

JOB CORPS TRAINING STANDARD FOR CLERK TYPIST.

MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. JOB CORPS. MF AVAILABLE IN VT-ERIC SET.
DOL/JOB CORPS-HANDBOOK-440.85

PUB DATE - AUG69 16P.

DESCRIPTORS - *EVALUATION CRITERIA; *STANDARDS; *TRAINEES; *TYPISTS; CLERICAL WORKERS; JOB TRAINING; PERFORMANCE CRITERIA
IDENTIFIERS - *JOB CORPS TRAINING STANDARD

ABSTRACT - THIS BOOKLET CONTAINS INFORMATION BY WHICH CLERK-TYPISTS IN THE JOB CORPS TRAINING PROGRAM ARE EVALUATED. SPECIFIC CONTENTS INCLUDE: (1) A STATEMENT OF PURPOSE FOR WRITING THE DOCUMENT, (2) A DISCUSSION OF PROCEDURES TO BE FOLLOWED IN MAKING RECOMMENDATIONS, (3) A LISTING OF WHAT THE JOB CORPS TRAINING STANDARD CONTAINS, (4) AN EXPLANATION OF THE CODE KEY USED IN MAKING EVALUATIONS, AND (5) A COPY OF THE RATING SHEET USED. (SN)

VT 100 571

REPORT TO THE GOVERNMENT OF THE PHILIPPINES ON NATIONAL VOCATIONAL PREPARATION PROGRAMME FOR OUT-OF-SCHOOL YOUTH.

INTERNATIONAL LABOUR OFFICE,
GENEVA (SWITZERLAND).
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 44P.

DESCRIPTORS - *NATIONAL SURVEYS;
*OUT OF SCHOOL YOUTH; *VOCATIONAL
DEVELOPMENT; *VOCATIONAL
EDUCATION; *YOUTH PROGRAMS
IDENTIFIERS - *PHILIPPINES

ABSTRACT - TO SURVEY THE
VOCATIONAL PREPARATION AVAILABLE
FOR OUT-OF-SCHOOL YOUTH IN THE
PHILIPPINES AND TO RECOMMEND
ACTION TO BE TAKEN. THIS REPORT IS
STRUCTURED AROUND THE THREE PHASES
OF THE STUDY: (1) CONFERENCES IN
THE MANILA AREA, (2) FIELD TRIPS
TO EXISTING PROJECTS LOCATED IN
VARIOUS PARTS OF THE COUNTRY, AND
(3) CONSULTATIONS WITH SELECTED
KNOWLEDGEABLE PERSONS. NUMEROUS
RECOMMENDATIONS ARE MADE IN
GENERAL STATEMENTS, COMPLEMENTARY
MEASURES, AND PROPOSED VOCATIONAL
PROGRAMS. THE APPENDIX CONTAINS A
LIST OF INSTITUTIONS AND PERSONS
CONTACTED IN THE STUDY AND A CHART
OF ESTIMATED CAPACITY AND
BUDGETARY REQUIREMENTS. (MU)

VT 100 572
MEIS, RUBY L.
HOME ECONOMICS IN THE COMMUNITY
COLLEGES OF MICHIGAN.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 29P.

DESCRIPTORS - *ARTICULATION
(PROGRAM); *COMMUNITY COLLEGES;
*COURSE CONTENT; *HOME ECONOMICS
EDUCATION; *OCCUPATIONAL HOME
ECONOMICS
IDENTIFIERS - *MICHIGAN

ABSTRACT - TO SURVEY THE COURSE
CONTENT, PROGRAM ORGANIZATION, AND
TEACHER PREPARATION OF THE HOME
ECONOMICS PROGRAMS IN THE MICHIGAN
COMMUNITY COLLEGES, AS WELL AS TO
DETERMINE THE ATTITUDES OF THE
ADMINISTRATION CONCERNING HOME
ECONOMICS PROGRAMS IN THOSE
COLLEGES WHERE THEY HAVE NOT BEEN
OFFERED. THIS STUDY WAS MADE IN
THE FALL OF 1972. AN INTERVIEW
INSTRUMENT WAS PREPARED AND
APPOINTMENTS MADE WITH
ADMINISTRATORS AT 29 COMMUNITY
COLLEGES. DATA FROM THE INTERVIEWS
HAVE LEAD TO A NUMBER OF
CONCLUSIONS INCLUDING THESE: (1)
THERE HAS BEEN NO SYSTEMATIC
EFFORT TO UP-DATE AREA STUDIES IN
HOME ECONOMICS, (2) THERE IS A
LACK OF ARTICULATION BETWEEN THE
2-YEAR AND THE 4-YEAR INSTITUTIONS
IN HOME ECONOMICS PROGRAMS IN THE
STATES, (3) MANY INSTITUTIONS
APPEAR TO BE CONCERNED ABOUT
DEVELOPING PROGRAM OPTIONS FOR
WOMEN, AND ALL ARE CONCERNED ABOUT

DEVELOPING VOCATIONAL TECHNICAL
PROGRAMS LEADING TO EMPLOYABILITY,
AND (4) SOME PROGRAM (OVERLAPPING
IS EVIDENT AT ADJACENT 2-YEAR AND
4-YEAR INSTITUTIONS WHICH COMPETE
FOR THE SAME STUDENT. (AUTHOR/MU)

VT 100 573
WISSMAN, JANICE
CAREER EDUCATION AND THE EMERGING
MIDDLE SCHOOL: A REVIEW OF THE
LITERATURE RELATED TO CAREER
EDUCATION AND THE EMERGING MIDDLE
SCHOOL WITH RECOMMENDATIONS
RELATED TO CAREER EDUCATION IN THE
EMERGING MIDDLE SCHOOL.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 73 30P.

DESCRIPTORS - *CAREER EDUCATION;
*CAREER PLANNING; *JUNIOR HIGH
SCHOOLS; *LITERATURE REVIEWS;
*MIDDLE SCHOOLS; EDUCATIONAL
PHILOSOPHY; SCHOOL ORGANIZATION
IDENTIFIERS - *CAREER EXPLORATION

ABSTRACT - THE PURPOSE OF THIS
STUDY IS TO INVESTIGATE THE
CONTRIBUTIONS THAT CAREER
EDUCATION CAN MAKE TO THE EMERGING
MIDDLE SCHOOL THROUGH AN
EXAMINATION OF THE LITERATURE
RELATING TO CAREER EDUCATION,
VOCATIONAL EDUCATION, AND CONCEPTS
OF JUNIOR HIGH SCHOOLS AND MIDDLE
SCHOOLS. A REVIEW AND
CLARIFICATION OF CAREER EDUCATION
CONCEPTS AND A SURVEY OF THE
THOUGHT LEADS TO A CONSIDERATION
OF THE EXPLORATORY NEEDS OF THE
MIDDLE SCHOOL AGE CHILD.
EXPLORATION HAS BEEN IDENTIFIED AS
A MAJOR FUNCTION OF THE MIDDLE
SCHOOL AND OF THAT AGE STUDENT IN
THE CAREER EDUCATION PROGRAM OF
CAREER AWARENESS, EXPLORATION, AND
PREPARATION. TEACHER PREPARATION
AND CERTIFICATION AND PRESERVICE
TRAINING FOR THE MIDDLE SCHOOLS
ARE DISCUSSED IN RELATION TO THE
PARTICULAR NEEDS OF CHILDREN AT
THAT AGE. BASED ON THE NEEDS OF
THE IN-BETWEEN-AGER, THIS STUDY
SUPPORTS THE BELIEF THAT THE
MIDDLE SCHOOL CONCEPT AND THE
CONCEPT OF CAREER EDUCATION ARE
SOUND AND COMPATIBLE. (AUTHOR/MU)

VT 100 574
MORTON, J.B., AND OTHERS
OCCUPATIONAL TRAINING INFORMATION
SYSTEM CYCLE FIVE REPORT,
SUPPLEMENT 1: STATEWIDE TOTALS AND
DESCENDING RANK ORDER OF PROGRAM
CLUSTERS.

OKLAHOMA STATE DEPT. OF VOCATIONAL
AND TECHNICAL EDUCATION,
STILLWATER, DIV. OF RESEARCH,
PLANNING, AND EVALUATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - JAN 73 97P.

DESCRIPTORS - *LABOR SUPPLY;

*MANPOWER NEEDS; *USE STUDIES;
LABOR DEMANDS; LABOR ECONOMICS;
MANPOWER UTILIZATION; VOCATIONAL
EDUCATION
IDENTIFIERS - *OCCUPATIONAL
TRAINING INFORMATION SYSTEM;
*OKLAHOMA; OTIS

ABSTRACT - ONE OF A SERIES OF
DOCUMENTS REPORTING THE FIFTH
CYCLE DEVELOPMENTAL EFFORTS OF THE
OKLAHOMA OCCUPATIONAL TRAINING
INFORMATION SYSTEM (OTIS). THIS
REPORT CONTAINS ENUMERATED DATA ON
MANPOWER SUPPLY AND DEMAND AS WELL
AS THE NET MANPOWER REQUIREMENTS
IN THE STATE. SPECIFIC CONTENTS
INCLUDE: (1) AN INTRODUCTION AND
OVERVIEW OF OTIS, (2) MANPOWER
SUPPLY AND DEMAND TABLES WITH
DIRECTIONS FOR USING THEM, AND (3)
A DESCENDING ORDERING OF PROGRAM
CLUSTERS RANKED BY STATEWIDE NET
MANPOWER DEMAND. APPENDICES
CONTAINING COMPLETION AND FOLLOW-
UP CARDS, A LISTING OF FEDERAL
ORGANIZATIONS WITH SUPPLY
INFORMATION ENTERED ON THE OTIS
TABLES, AND AN OTIS PROCEDURAL
FLOW CHART PROVIDE ADDITIONAL
INFORMATION. RELATED DOCUMENTS IN
THE SERIES MAY BE OBTAINED AS ED
074 301 AND VT 100 575. (SN)

VT 100 575
MORTON, J.B., AND OTHERS
OCCUPATIONAL TRAINING INFORMATION
SYSTEM CYCLE FIVE REPORT,
SUPPLEMENT 2: A FOLLOW-UP STUDY OF
GRADUATES.

OKLAHOMA STATE DEPT. OF VOCATIONAL
AND TECHNICAL EDUCATION,
STILLWATER. DIV. OF RESEARCH,
PLANNING, AND EVALUATION.
MF AVAILABLE IN VT-ERIC SET.
PUR DATE - 73 120P.

DESCRIPTORS - *FOLLOWUP STUDIES;
*GRADUATE SURVEYS; *VOCATIONAL
FOLLOWUP; EDUCATIONAL RESEARCH;
INFORMATION SEEKING; INFORMATION
SYSTEMS; POST SECONDARY EDUCATION;
USE STUDIES
IDENTIFIERS - *OCCUPATIONAL
TRAINING INFORMATION SYSTEM;
*OKLAHOMA; OTIS

ABSTRACT - THIS DOCUMENT IS ONE OF
A SERIES REPORTING THE RESULTS OF
STUDIES USED IN THE FIFTH CYCLE
DEVELOPMENTAL EFFORT OF THE
OKLAHOMA OCCUPATIONAL
INFORMATION SYSTEM (OTIS). THE
FOLLOW-UP STUDY REPORTED HEREIN
WAS CONDUCTED TO ASCERTAIN THE
POST-TRAINING EXPERIENCES OF THE
STATE'S VOCATIONAL AND TECHNICAL
GRADUATES THE FIRST AND THIRD YEAR
AFTER LEAVING SCHOOL. DATA WERE
OBTAINED BY HAVING TEACHERS
COMPLETE THREE REPORTS ON THE
STUDENT IDENTIFIED AS POTENTIAL
SUBJECTS. INFORMATION AND TABLES
DEPICTING THE RESULTS OF THE

INVESTIGATION BY SCHOOL AND
PROGRAM ARE INCLUDED. RELATED
DOCUMENTS IN THE SERIES ARE
AVAILABLE AS ED 074 301 AND VT 100
574. (SN)

VT 100 576
COHN, ELCHANAN, AND OTHERS
THE COSTS OF VOCATIONAL AND
NONVOCATIONAL PROGRAMS: A STUDY OF
MICHIGAN SECONDARY SCHOOLS.

PENNSYLVANIA STATE UNIV.,
UNIVERSITY PARK. INST. FOR
RESEARCH ON HUMAN RESOURCES.
MICHIGAN STATE ADVISORY COUNCIL
FOR VOCATIONAL EDUCATION, LANSING.
MF AVAILABLE IN VT-ERIC SET.
INSTITUTE FOR RESEARCH ON HUMAN
RESOURCES, THE PENNSYLVANIA STATE
UNIVERSITY, 407 KERN GRADUATE
BUILDING, UNIVERSITY PARK, PA
16802
PUR DATE - 72 152P.

DESCRIPTORS - *ADVISORY
COMMITTEES; *COST EFFECTIVENESS;
*EVALUATION METHODS; *USE STUDIES;
RESEARCH; STATISTICAL DATA;
VOCATIONAL EDUCATION
IDENTIFIERS - *MICHIGAN

ABSTRACT - THE PURPOSE OF THE
STUDY REPORTED IN THIS DOCUMENT
WAS TO PROVIDE THE MICHIGAN STATE
ADVISORY COUNCIL ON VOCATIONAL
EDUCATION WITH INFORMATION AND A
METHODOLOGY FOR ANALYZING THE
ADDED COSTS OF VOCATIONAL
EDUCATION IN MICHIGAN'S SECONDARY
SCHOOLS. SPECIFIC CONTENTS
INCLUDE: (1) AN INTRODUCTION, (2)
A SECTION EXPLAINING THE CONCEPT
OF "ADDED COSTS," (3) A REVIEW OF
COST STUDIES IN VOCATIONAL
EDUCATION, (4) A DISCUSSION ON HOW
THE COST DATA MAY BE USED IN
MAKING AN ECONOMIC ANALYSIS, (5)
METHODOLOGY EMPLOYED IN CONDUCTING
THE STUDY, (6) THE DATA COLLECTED,
(7) TWO SECTIONS; ONE LISTING
ADDED COSTS AS MEASURED IN TERMS
OF AVERAGE COSTS, AND ONE LISTING
ADDED COSTS AS MEASURED IN TERMS
OF MARGINAL COSTS, AND (8) A
SUMMARY AND THE GENERAL
CONCLUSIONS OBTAINED. PROVIDED IN
ADDITION TO THE PREVIOUSLY LISTED
INFORMATION ARE AN APPENDIX AND
SEVERAL STATISTICAL TABLES.
(AUTHOR/SN)

VT 100 577
POLICIES FOR VOCATIONAL HOME
ECONOMICS PROGRAMS IN NORTH
DAKOTA.

NORTH DAKOTA STATE BOARD FOR
VOCATIONAL EDUCATION, BISMARCK.
MF AVAILABLE IN VT-ERIC SET.
PUR DATE - AUG73 10P.

DESCRIPTORS - *CONSUMER EDUCATION;
*HOME ECONOMICS; *HOME ECONOMICS
EDUCATION; *OCCUPATIONAL HOME

ECONOMICS; *STATE CURRICULUM
GUIDES; CHILD CARE OCCUPATIONS;
FOOD SERVICE OCCUPATIONS
IDENTIFIERS - *NORTH DAKOTA

ABSTRACT - SUGGESTED COURSES AND
SEQUENCES FOR HOME ECONOMICS
EDUCATION IN THE NORTH DAKOTA
PUBLIC SCHOOLS ARE DETAILED.
CONSUMER AND HOMEMAKING EDUCATION
COURSES ARE INTENDED TO IMPROVE
HOME ENVIRONMENTS, TEACH SKILLS IN
HOMEMAKING, CHILD CARE, BUDGETING,
AND OTHER SKILLS IN CONSUMER
RESPONSIBILITIES. OCCUPATIONAL
HOME ECONOMICS COURSES AIM AT
PREPARING THE STUDENT WITH ENTRY-
LEVEL SKILLS FOR EMPLOYMENT IN
FOOD SERVICE OR CHILD CARE SERVICE
JOBS. THE STATUS AND REQUIREMENTS
OF WORK EXPERIENCE PROGRAMS ARE
DEFINED. (MU)

VT 100 578
HOOPER, WILLIAM F.
RESEARCH PROJECT IN VOCATIONAL
EDUCATION, CONDUCTED UNDER PART C
OF PUBLIC LAW 90-576. QUARTERLY
REPORT.

LEFLORE COUNTY SCHOOL DISTRICT,
GREENWOOD, MISS.
OFFICE OF EDUCATION (DHEW),
WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 16MAR73 87P.

DESCRIPTORS - *CAREER EDUCATION;
*ELEMENTARY GRADES; *INSTRUCTIONAL
MATERIALS; *INTEGRATED CURRICULUM;
INSERVICE TEACHER EDUCATION.
IDENTIFIERS - *GREENWOOD
MISSISSIPPI SCHOOLS.

ABSTRACT - OBJECTIVES, ACTIVITIES,
AND OUTCOMES ARE LISTED FOR A
PROJECT IN THE GREENWOOD,
MISSISSIPPI SCHOOLS FOR
INTEGRATING CAREER EDUCATION
CONCEPTS INTO THE CURRICULUM OF
THE PRIMARY AND INTERMEDIATE
GRADES. LESSON PLANS, CLASSROOM
ACTIVITIES, AND INSERVICE TEACHER
EDUCATION EFFORTS EMPHASIZE THE
PUPIL UNDERSTANDINGS OF SELF
CONCEPT, OCCUPATIONAL EXPLORATION,
AND OCCUPATIONAL INFORMATION. (MU)

VT 100 579
MAGISOS, JOEL H.
A MODEL FOR ACQUISITION AND
SELECTION OF CAREER EDUCATION
INSTRUCTIONAL MATERIALS. FINAL
REPORT.

OHIO STATE UNIV., COLUMBUS. CENTER
FOR VOCATIONAL AND TECHNICAL
EDUCATION.
BUREAU OF OCCUPATIONAL AND ADULT
EDUCATION (DHEW/OE), WASHINGTON,
D.C.
MF AVAILABLE IN VT-ERIC SET.
DEG-0-72-4940
PUB DATE - 15JUL73 42P.

DESCRIPTORS - *INFORMATION
PROCESSING; INFORMATION SYSTEMS;
*INFORMATION RETRIEVAL;
*INFORMATION NEEDS; CAREER
EDUCATION; INSTRUCTIONAL
MATERIALS; *ABSTRACTING; *INDEXING
IDENTIFIERS - NEW ENGLAND
RESOURCES CENTER FOR OCCUPATIONAL
EDUCATION; NERCOE; CENTER FOR
VOCATIONAL AND TECHNICAL
EDUCATION; CVTE

ABSTRACT - TO DETERMINE THE
USEFULNESS OF A REGIONAL AGENCY
FOR ACQUISITION EFFORTS AND THE
EFFECTIVENESS OF NEW GUIDELINES
FOR ABSTRACTING AND INDEXING
CAREER EDUCATION INSTRUCTIONAL
MATERIALS, THIS PROJECT COMBINED
THE EFFORTS OF THE NEW ENGLAND
RESOURCES CENTER FOR OCCUPATIONAL
EDUCATION (NERCCE) AND THE CENTER
FOR VOCATIONAL AND TECHNICAL
EDUCATION (CVTE). INSTRUCTIONAL
MATERIALS IN CAREER EDUCATION WERE
ACQUIRED BY PREDETERMINED METHODS
BY NERCOE AND SHIPPED TO CVTE FOR
PROCESSING. FIVE PREVIOUSLY
ABSTRACTED AND INDEXED DOCUMENTS
WERE REPROCESSED USING THE NEW
CRITERIA FOR ABSTRACTING AND
INDEXING. BOTH THE OLD AND THE NEW
DOCUMENT RESUMES WERE SUBMITTED TO
A PANEL OF EIGHT EDUCATORS BY
TELEPHONE QUESTIONNAIRE. FINDINGS
INDICATED THAT THE REGIONAL
ACQUISITION WAS COSTLY AND
INEFFECTIVE IN COMPARISON WITH
DIRECT EFFORT AND THAT THE CHANGES
IN CRITERIA FOR ABSTRACTING AND
INDEXING SERVED THE USERS BETTER.
(MU)

VT 100 580
EXEMPLARY VOCATIONAL EDUCATION
PROGRAM BASED ON ENVIRONMENTAL
STUDIES K-14. INTERIM REPORT (JUNE
1, 1971-MAY 31, 1972)

MINNESOTA ENVIRONMENTAL SCIENCES
FOUNDATION, INC., MINNEAPOLIS, MN.
BUREAU OF ADULT, VOCATIONAL, AND
TECHNICAL EDUCATION (DHEW/OE),
WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 72 143P.

DESCRIPTORS - *CAREER EDUCATION;
*CAREER OPPORTUNITIES;
*ENVIRONMENTAL EDUCATION; *PROGRAM
DESCRIPTIONS; *VOCATIONAL
EDUCATION; CURRICULUM DEVELOPMENT;
ECOLOGY; ELEMENTARY EDUCATION;
INSERVICE TEACHER EDUCATION;
INTEGRATED CURRICULUM; SECONDARY
EDUCATION
IDENTIFIERS - *MINNESOTA

ABSTRACT - TO DEVELOP A CONTINUING
ENVIRONMENT FOR ALL STUDENTS THAT
WOULD DIRECT AN ECOLOGICAL
AWARENESS TOWARD JOB OPPORTUNITIES
RELATED TO THE ENVIRONMENT.
CURRICULUM MODIFICATIONS WERE MADE
AND INSERVICE TEACHER EDUCATION

PROGRAMS WERE INTRODUCED INTO SELECTED SCHOOLS IN MINNESOTA. THIS REPORT OF THE PROGRESS OF THE PROGRAM FROM JUNE 1971 TO JUNE 1972 INCLUDES THE OBJECTIVES SOUGHT, THE PROCEDURES USED, THE RESULTS ACHIEVED, AND THE RECOMMENDATIONS MADE CONCERNING THE PROJECT. AN EXTENSIVE APPENDIX CONTAINS DESCRIPTIONS OF THE CURRICULUM MATERIALS, THE INSTRUMENTS USED IN EVALUATION, TECHNIQUES OF THE INSERVICE PROGRAMS, MANY FORMS USED, AND A FINAL EVALUATION OF THE YEAR'S ACCOMPLISHMENTS. (MU)

VT 100 581
INSTRUCTIONAL MATERIALS FOR CAREER EDUCATION: A SEARCH AND ASSESSMENT FOR THE OFFICE OF EDUCATION.

PEAT, MARWICK, MITCHELL, AND CO., WASHINGTON, D.C.
BUREAU OF OCCUPATIONAL AND ADULT EDUCATION (OHFW/OE), WASHINGTON, D.C.

MF AVAILABLE IN VT-ERIC SET.
DEC-3-73-6370

PMM AND CO., 1025 CONNECTICUT AVE., N.W., WASHINGTON, D.C. 20036.
PUB DATE - 28FEB74 180P.

DESCRIPTORS - *CAREER EDUCATION; *EDUCATIONAL RESEARCH; *INFORMATION DISSEMINATION; *INFORMATION RETRIEVAL; *INSTRUCTIONAL MATERIALS; INFORMATION PROCESSING; INFORMATION SERVICES; INFORMATION SOURCES; INFORMATION STORAGE; INFORMATION SYSTEMS; RESEARCH COORDINATING UNITS

ABSTRACT - TO MAKE AVAILABLE TO LOCAL SCHOOL DISTRICTS CURRICULUM AND INSTRUCTIONAL MATERIALS DEVELOPED WITH LOCAL FUNDS THIS RESEARCH PROJECT SOUGHT TO SELECT 30 UNITS OF NONCOPYRIGHT MATERIALS TO BE EDITED AND REPRODUCED BY STATE VOCATIONAL-TECHNICAL EDUCATION CURRICULUM LABS AND DISTRIBUTED BY STATE RCU'S. MAJOR PROBLEMS IN THE CONDUCT OF THE INVESTIGATION INCLUDED: (1) A RELUCTANCE TO SUBMIT PROJECTS, (2) INFERIOR QUALITY OF RESEARCH ENCOUNTERED, (3) INACCURATE REPORTS FROM THE RCU'S, (4) REFUSAL OF NATIONAL ORGANIZATION FOR WOMEN (NOW) TO CONTRIBUTE WITHOUT FEE TO THE WORK, (5) LOSS OF THE TOP-LEVEL PERSONNEL FROM THE CONTRACTING FIRM, AND (6) A RECONSTITUTED DISSEMINATION REVIEW PANEL AFTER ITS DISSOLUTION AT THE BEGINNING OF THE PROJECT. FINDINGS ARE PRESENTED IN A SET OF MATRICES FROM WHICH RECOMMENDATIONS ARE DRAWN FOR THE DEVELOPMENT AND FUNDING OF FUTURE ACTIVITIES IN THE AREA: (1) THE ESTABLISHMENT OF A CLEARLY DEFINED SET OF CRITERIA

AND GUIDELINES FOR THE PERFORMANCE OF RESEARCH ON CAREER EDUCATION PROJECTS, (2) THE FUNDING OF CERTAIN CLASSES OF UNITS NOT SUPPORTED BY RESEARCH, (3) THE USE OF THE REPORT BIBLIOGRAPHY WITH CONTINUOUS UPDATE, AS A DATA BASE, (4) A STRENGTHENING OF THE RCU INFORMATION SYSTEM, (5) ESTABLISHMENT OF A "HOT LINE" FORM OF COMMUNICATION FOR ALL PARTIES INTERESTED IN CAREER EDUCATION, AND (6) ESTABLISHMENT OF A SYSTEM FOR THE CONTINUOUS ASSESSMENT OF NEW MATERIALS DEVELOPED IN THE FIELD. (AUTHOR/MU)

VT 100 582
RESEARCH TRAINING WORKSHOPS FOR VOCATIONAL EDUCATORS.

CALIFORNIA COMMUNITY COLLEGES, SACRAMENTO. OFFICE OF THE CHANCELLOR.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 15JUN73 50P.

DESCRIPTORS - *INSTITUTIONAL RESEARCH; *RESEARCH METHODOLOGY; *TRAINING; *VOCATIONAL DIRECTORS; *WORKSHOPS; ADMINISTRATIVE PERSONNEL; TECHNICAL REPORTS

ABSTRACT - THIS IS A FINAL REPORT ON THE SERIES OF RESEARCH TRAINING WORKSHOPS SPONSORED BY CALIFORNIA'S COMMUNITY COLLEGE CHANCELLOR'S OFFICE IN AN EFFORT TO MAKE VOCATIONAL ADMINISTRATORS MORE AWARE OF INSTITUTIONAL RESEARCH METHODS AND ACQUAINT THEM WITH THE RESEARCH AND PLANNING RESOURCES AVAILABLE TO THEM. INCLUDED IN THE CONTENTS ARE: (1) AN INTRODUCTION, (2) AN AUDIT REPORT, AND (3) SUMMARIES OF EACH OF THE THREE WORKSHOPS HELD. (SN)

VT 100 583
OLSON, LEVENE A.
AN EVALUATION OF ELEMENTARY CAREER EDUCATION BASED ON LANGUAGE ACHIEVEMENT, MATHEMATICS ACHIEVEMENT, AND OCCUPATIONAL AWARENESS IN LINCOLN COUNTY, WEST VIRGINIA. A SUMMARY.

MARSHALL UNIV., HUNTINGTON, W.VA.
DEPT. OF VOCATIONAL-TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
RES-SER-3
PUB DATE - 72 36P.

DESCRIPTORS - *ACHIEVEMENT GAINS; *CAREER EDUCATION; *EDUCATIONAL RESEARCH; *LANGUAGE SKILLS; *MATHEMATICS
IDENTIFIERS - *WEST VIRGINIA; LINCOLN COUNTY

ABSTRACT - TO DETERMINE THE EFFECT OF CAREER EDUCATION EXPERIENCES ON

ACHIEVEMENT IN MATHEMATICS AND LANGUAGE DEVELOPMENT, PRE- AND POSTTESTS WERE GIVEN TO EXPERIMENTAL AND CONTROL GROUPS OF ELEMENTARY STUDENTS IN LINCOLN COUNTY, WEST VIRGINIA. THE EXPERIMENTAL GROUP, WHOSE TEACHERS HAD PARTICIPATED IN AN INSERVICE WORKSHOP IN CAREER EDUCATION, CONSISTED OF 214 STUDENTS WHO WERE PROVIDED WITH FIELD TRIPS, ACTIVITIES, EXPERIENCES, RESOURCE PEOPLE, AND ROLE PLAYING. THE CONTROL GROUP, WHOSE TEACHERS HAD NOT PARTICIPATED IN PLANNED CAREER EDUCATION EXPERIENCES, CONSISTED OF 205 STUDENTS. CONCLUSIONS, BASED ON DATA RECEIVED THROUGH THE CALIFORNIA LANGUAGE ACHIEVEMENT TEST, THE CALIFORNIA MATHEMATICS ACHIEVEMENT TEST, AND THE OCCUPATIONAL AWARENESS TEST, SUGGEST THAT CAREER EDUCATION EXPERIENCES PRODUCE A SIGNIFICANT EFFECT ON MATHEMATICS AND LANGUAGE ACHIEVEMENT. (MU)

VT 100 584
ANNUAL EVALUATION REPORT 1972.
KENTUCKY STATE ADVISORY BOARD FOR VOCATIONAL EDUCATION AND MANPOWER DEVELOPMENT AND TRAINING.

KENTUCKY STATE ADVISORY COUNCIL FOR VOCATIONAL EDUCATION AND MANPOWER DEVELOPMENT AND TRAINING, FRANKFORT.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - DEC72 61P.

DESCRIPTORS - *MANPOWER UTILIZATION; *PROGRAM EVALUATION; *STATE PRGMS; *STATEWIDE PLANNING; *VOCATIONAL EDUCATION; ADVISORY COMMITTEES; EDUCATIONAL CHANGE; MANPOWER NEEDS IDENTIFIERS - *KENTUCKY

ABSTRACT - SIGNIFICANT GROWTH IN ENROLLMENT AT ALL INSTRUCTIONAL LEVELS IN 1972 AND PROGRESS IN IDENTIFYING AND SERVING HANDICAPPED AND DISADVANTAGED INDIVIDUALS ARE AMONG THE ACHIEVEMENTS OF THE STATE'S VOCATIONAL EDUCATION PROGRAM REPORTED IN THIS EVALUATION BY THE KENTUCKY STATE ADVISORY COUNCIL. THE ACTIVITIES OF THE COUNCIL ARE SUMMARIZED AND THE STATE PLAY WITH THE NEEDS OF THE PEOPLE IN RELATION TO MANPOWER NEEDS AND UTILIZATION ARE ANALYZED. RECOMMENDATIONS INCLUDE: (1) DEVELOPMENT OF A COMPREHENSIVE DATA SYSTEM, (2) USE OF MORE INPUT INTO STATE PLANNING FROM LOCAL BUSINESS AND INDUSTRY LEADERS, AND (3) CHANGES IN CURRICULUM AND SCHEDULES OF INSTRUCTIONAL TIME FOR SECONDARY STUDENTS IN VOCATIONAL PROGRAMS. (MU)

VT 100 585
BURTON, DAVID M.

A LISTING OF PROGRAMMED INSTRUCTIONAL MATERIALS FOR INDUSTRIAL EDUCATION.

MF AVAILABLE IN VT-ERIC SET.
PUB DATE - 70 70P. M.A. THESIS,
UTAH STATE UNIV., LOGAN.

DESCRIPTORS - *INDIVIDUALIZED PROGRAMS; *INDUSTRIAL ARTS TEACHERS; *INDUSTRIAL EDUCATION; *PROGRAMED MATERIALS; *TEXTBOOK PUBLICATIONS; MASTERS THESES; PUBLICATIONS

ABSTRACT - BECAUSE INDUSTRIAL EDUCATION TEACHERS VERY OFTEN MAKE USE OF DEMONSTRATIONS COUPLED WITH INDIVIDUALIZED READING PROGRAMS FOR EACH STUDENT, THEY NEED RESOURCES FOR THE SEPARATE LEARNING PROGRAMS. THIS LIST OF COMMERCIALY PUBLISHED PROGRAMED MATERIALS WAS COMPILED TO AID INDUSTRIAL EDUCATION TEACHERS IN GIVING THAT ADDED DIMENSION TO THEIR STUDENTS' INSTRUCTIONAL PROGRAMS. MORE THAN 40 SUBJECT AREAS CONTAIN OVER 600 COMMERCIALY PUBLISHED PROGRAMS OF INSTRUCTION IN THE LISTING OF THE FOLLOWING INDUSTRIAL EDUCATION FIELDS: (1) CRAFTS, (2) DRAFTING, (3) ELECTRICS, (4) GRAPHIC ARTS, (5) POWER TECHNOLOGY, (6) METALS, (7) PRODUCTION TECHNOLOGY, (8) SAFETY, AND (9) WOODWORK. THE PROGRAM TITLE, LENGTH, STUDENT LEVEL, LIST PRICE, AND PUBLISHER ARE GIVEN FOR EACH ENTRY. FINDINGS, CONCLUSIONS, RECOMMENDATIONS, BIBLIOGRAPHY, AND APPENDIX OF THIS STUDY WHICH PRODUCED THIS LISTING ARE LACKING FROM THE DOCUMENT. (MU)

VT 100 586
CARMICHAEL, MARGARET, AND OTHERS
EVALUATION OF FOUR CAREER EDUCATION MEDIA USED BY THE INDIANA CAREER RESOURCE CENTER. RESEARCH AND EVALUATION REPORT SERIES. REPORT NUMBER 2.

INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS, DIV. OF VOCATIONAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
R-2
PUB DATE - 1MAY73 P.F.D. PAPER
PRESENTED TO INDIANA UNIVERSITY,
SOUTH BEND.

DESCRIPTORS - *CAREER EDUCATION; *INSTRUCTIONAL MATERIALS CENTERS; *INSTRUCTIONAL MEDIA; FILMSTRIPS; LEARNING ACTIVITIES; RESOURCE CENTERS; TEXTBOOKS; TRANSPARENCIES IDENTIFIERS - *INDIANA CAREER RESOURCE CENTER

ABSTRACT - THE PURPOSE OF THIS STUDY WAS TO DETERMINE THE IMPACT OF FOUR DIFFERENT KINDS OF CAREER EDUCATION MEDIA AVAILAPLE FROM THE

INDIANA CAREER RESOURCE CENTER:
 (1) A PROGRAM OF LEARNING
 ACTIVITIES, (2) A SERIES OF
 FILMSTRIPS WITH CASSETTES, (3) A
 SET OF TRANSPARENCIES, AND (4) A
 SET OF BOOKS. SIXTY-SIX PERCENT OF
 THE 116 OPINIONNAIRES SENT TO
 EDUCATORS WITHIN A 60-MILE RADIUS
 OF SOUTH BEND WERE RETURNED AND
 USED TO PROVIDE DATA FOR ANALYSIS.
 RESPONSES REVEALED THAT MOST OF
 THE RESPONDENTS LEARNED OF THE
 MEDIA THROUGH GRADUATE CLASSES AND
 THE INDIANA CAREER RESEARCH
 CENTER; THEY FOUND THEM TO BE
 EXCELLENT, AND STRONGLY
 RECOMMENDED THEIR PURCHASE. (MU)

VT 100 587

A COMPREHENSIVE CAREER EDUCATION
 DEVELOPMENT PROJECT FOR THE SCHOOL
 DISTRICTS OF MUSKEGON AND MUSKEGON
 HEIGHTS, MICHIGAN. INTERIM REPORT.

MUSKEGON PUBLIC SCHOOLS, MICH.
 BUREAU OF ADULT, VOCATIONAL, AND
 TECHNICAL EDUCATION (DHEW/OE),
 WASHINGTON, D.C.
 MF AVAILABLE IN VT-ERIC SET.
 DEG-0-72-5169
 PUB DATE - 30 JUN 73 179P.

DESCRIPTORS - *CAREER EDUCATION;
 *DEVELOPMENTAL PROGRAMS;
 *EDUCATIONAL OBJECTIVES; *PROGRAM
 DESCRIPTIONS; *VOCATIONAL
 EDUCATION
 IDENTIFIERS - *MUSKEGON

ABSTRACT - COVERING THE TIME OF
 JULY 1, 1972 TO JUNE 30, 1973,
 THIS REPORT DESCRIBES THE GOALS,
 PROCEDURES, AND ACCOMPLISHMENTS OF
 THE MUSKEGON CAREER EDUCATION
 PROJECT. AN ECONOMIC REVIEW OF THE
 AREA DESCRIBES THE SOURCE OF THE
 SCHOOL PROBLEMS CONCERNING
 DISADVANTAGED STUDENTS AND THE
 DROPOUT RATE. COMPLETED PROJECT
 ACTIVITIES INCLUDE THE FOLLOWING
 IN-PROGRESS AND COMPLETED RESULTS:
 (1) SELECTION OF STAFF, (2)
 PLANNING AND ORIENTATION SESSIONS,
 (3) REVIEW OF CURRICULUM
 MATERIALS, (4) ESTABLISHMENT OF AN
 OPERATING CURRICULUM-WRITING TEAM
 AND AN ADVISORY COMMITTEE, (5)
 WORKSHOPS, (6) DISSEMINATION OF
 PROJECT INFORMATION, AND (7)
 PARTICIPATION BY COMMUNITY,
 INDUSTRY AND COMMERCE. OBJECTIVES
 BY EDUCATIONAL LEVEL AND AN
 ASSORTMENT OF OCCUPATIONAL
 DEVELOPMENT INVENTORIES USED IN
 THE PROJECT ARE INCLUDED IN THE
 TWO APPENDIXES. (MU)

VT 100 588

LEE, ARTHUR M.
 LEARNING A LIVING ACROSS THE
 NATION. PROJECT BASELINE SECOND
 NATIONAL REPORT. VOL. 1: BASELINE
 YEAR 1970-71 (FISCAL YEAR 1971).
 VOL. 2: BASELINE YEAR 1971-72
 (FISCAL YEAR 1972).

NORTHERN ARIZONA UNIV., FLAGSTAFF

OFFICE OF EDUCATION (DHEW),
 WASHINGTON, D.C.; NATIONAL
 ADVISORY COUNCIL ON VOCATIONAL
 EDUCATION, WASHINGTON, D.C.
 MF AVAILABLE IN VT-ERIC SET.
 SUPERINTENDENT OF DOCUMENTS, U.S.
 GOVERNMENT PRINTING OFFICE,
 WASHINGTON, D.C. 20402.
 PUB DATE - NOV 72 907P.

DESCRIPTORS - *DATA BASES;
 *MANPOWER DEVELOPMENT; *NATIONAL
 SURVEYS; *STATISTICAL DATA;
 *VOCATIONAL EDUCATION; TABLES
 (DATA)

ABSTRACT - IN AN EFFORT TO PUT
 TOGETHER INFORMATION ON VOCATIONAL
 STUDENTS, PROGRAMS, COSTS, AND
 RESULTS, PROJECT BASELINE HAS
 COMPILED FROM NUMEROUS SOURCES,
 STATISTICS AND DESCRIPTIVE DATA
 FOR SCHOOL YEARS 1970-1971 AND
 1971-1972 IN THESE VOLUMES I AND
 II. IT HAS ALSO ATTEMPTED TO FILL
 IN A COMPLETE PICTURE OF MANPOWER
 TRAINING IN THE UNITED STATES.
 SIGNIFICANT FINDINGS ARE
 SUMMARIZED AND THE NATIONAL SCOPE
 OF VOCATIONAL EDUCATION AND
 MANPOWER TRAINING IS EXAMINED IN
 TERMS OF ENROLLMENT IN ALL GRADE
 LEVELS AND SERVICE AREAS. DATA ARE
 COMPARED BETWEEN AREAS AND
 OCCUPATIONAL CLUSTERS. A
 STATISTICAL PROFILE OF EACH STATE
 PROVIDES POPULATION, ENROLLMENT BY
 RACE AND PROGRAM, TOTAL SCHOOLS
 INVOLVED, COOPERATIVE PROGRAMS,
 HANDICAPPED STUDENTS SERVED, AND
 MANPOWER DEVELOPMENT AND TRAINING
 ACT PROGRAMS. RECOMMENDATIONS FOR
 EACH YEAR CONCERN LEGISLATION,
 FUNDING, POSTSECONDARY AND ADULT
 PROGRAMS, FACILITIES AND
 EQUIPMENT, AND INFORMATION
 SYSTEMS. (AUTHOR/MU)

VT 100 589

HARVEY, RICHARD
 CAREER RESOURCE CENTER. FINAL
 REPORT.

OFFICE OF EDUCATION (DHEW),
 WASHINGTON, D.C.; MAINE STATE
 DEPT. OF EDUCATION, AUGUSTA.
 MF AVAILABLE IN VT-ERIC SET.
 PUB DATE - 73 13P.

DESCRIPTORS - *INFORMATION
 DISSEMINATION; *INFORMATION
 SYSTEMS; *JOB ANALYSIS;
 *OCCUPATIONAL INFORMATION;
 *RESOURCE CENTERS; EMPLOYMENT
 OPPORTUNITIES; INFORMATION
 SERVICES
 IDENTIFIERS - *KENNETH FOSTER
 REGIONAL VOCATIONAL TECHNICAL
 CENTER; MAINE

ABSTRACT - THIS REPORT DOCUMENTS
 EFFORTS TO ESTABLISH A CAREER

RESOURCE CENTER TO COLLECT, SYNTHESIZE, AND DISSEMINATE JOB INFORMATION TO FIVE HIGH SCHOOLS IN MAINE. THE PROJECT REPORTED HERE PROPOSED TO IMPROVE THE AVAILABILITY OF CAREER INFORMATION BASED UPON CONDITIONS WITHIN THE AREA SERVED BY THE KENNETH FOSTER REGIONAL VOCATIONAL-TECHNICAL CENTER. OCCUPATIONS WITHIN THE AREA WERE DETERMINED BY SURVEY. JOB DESCRIPTIONS WERE WRITTEN ON AN ESTABLISHED FORMAT AND MICROFILMED. SEVEN MICROFILM COPIES WERE MADE OF EACH JOB DESCRIPTION AND ONE SET OF DESCRIPTIONS WAS DELIVERED TO EACH SCHOOL IN THE AREA. THE RESEARCHER AND VOCATIONAL COUNSELOR LATER VISITED EACH SCHOOL, EXPLAINING THE DETAILS OF THE PROJECT AND SUGGESTING METHODS OF OPTIMUM USE OF THE DESCRIPTIONS BY STUDENTS, TEACHERS, AND COUNSELORS IN EACH SCHOOL. (AUTHOR/MU)

VT 100 590
HILLISON, JOHN H.; BIRD, SUF ELLF

THE DEVELOPMENT AND TRY-OUT OF A SYSTEM OF EVALUATING PROGRAMS OF VOCATIONAL TEACHER EDUCATION. FINAL REPORT.

WESTERN KENTUCKY UNIV., BOWLING GREEN.
OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - AUG73 125P.

DESCRIPTORS - *PROGRAM EVALUATION;
*TEACHER EDUCATION CURRICULUM;
*TEACHER EVALUATION; *VOCATIONAL EDUCATION TEACHERS; EVALUATION TECHNIQUES; INTERACTION PROCESS ANALYSIS
IDENTIFIERS - *WESTERN KENTUCKY UNIVERSITY

ABSTRACT - TO DEVELOP A MODEL TO BE USED IN EVALUATING VOCATIONAL TEACHER EDUCATION PROGRAMS, AN ADVISORY COUNCIL OF TEACHER EDUCATORS, SCHOOL ADMINISTRATORS, CONSULTANTS, AND AN INTERFACULTY COMMITTEE AT WESTERN KENTUCKY UNIVERSITY WERE USED. DATA WERE COLLECTED FROM CURRENT STUDENTS, GRADUATES FROM THE PROGRAM, AND FROM INTERACTION PROCESS ANALYSES IN PERSONAL VISITS TO 26 GRADUATES WHO WERE FIRST YEAR TEACHERS. THE DATA INDICATED THAT THE MOST INEFFECTIVE TEACHERS PLACED HEAVIEST EMPHASIS ON ACTIVITIES OUTSIDE THE CLASSROOM. IT WAS FOUND THAT MOST TEACHING PEERS AND SUPERVISORS WERE BASICALLY UNSUCCESSFUL DISCRIMINATORS BETWEEN EFFECTIVE AND INEFFECTIVE VOCATIONAL TEACHERS. STUDENTS OF THE TEACHERS AND PROJECT STAFF OBSERVERS DISCRIMINATED MORE SUCCESSFULLY. CONCLUSIONS WERE

THAT THE MODEL SHOULD BE USED AT WESTERN KENTUCKY UNIVERSITY WITH MINOR CHANGES. (AUTHOR/MU)

VT 100 591
NORTH, RICHARD A., AND OTHERS
MANPOWER NEEDS IN SOUTHWEST WISCONSIN. FINAL REPORT.

SOUTHWEST WISCONSIN VOCATIONAL-TECHNICAL SCHOOL, FENNIMCRE.
OFFICE OF EDUCATION (LHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - SEP73 51P.

DESCRIPTORS - *MANPOWER NEEDS;
*OCCUPATIONAL INFORMATION;
*OCCUPATIONAL SURVEYS; *PROGRAM PLANNING; *VOCATIONAL EDUCATION;
OCCUPATIONAL CLUSTERS
IDENTIFIERS - *WISCONSIN

ABSTRACT - THE SURVEY WAS CONDUCTED TO DETERMINE MANPOWER NEEDS AS RELATED TO OCCUPATIONAL TRAINING PROGRAMS, TO SUPPLY REALISTIC DATA FOR PLANNING AND EVALUATING THE EXISTING AND FUTURE VOCATIONAL AND TECHNICAL PROGRAMS. QUESTIONNAIRES WERE MAILED TO 1090 EMPLOYERS WITHIN THE DISTRICT OF SOUTHWEST WISCONSIN WITH 524 REPLIES. THE NUMBER OF OPENINGS WITHIN TEN BROAD VOCATIONAL AREAS INCLUDED PROFESSIONAL, TECHNICAL MANAGERIAL, 206, CLERICAL, 223, SALES, 164, SERVICE, 292, FARMING AND FORESTRY, 50, PROCESSING, 221, MACHINE TRADES, 183, FENCH WORK, 150, STRUCTURAL WORK, 249, AND MISCELLANEOUS OCCUPATIONS, 223. THE OCCUPATIONAL INFORMATION OBTAINED THROUGH THE SURVEY INDICATED THAT OVER 55 PERCENT OF THE OPENINGS REQUIRE AT LEAST A HIGH SCHOOL EDUCATION AND OVER 12 PERCENT REQUIRE A VOCATIONAL, TECHNICAL EDUCATION IN ADDITION TO HIGH SCHOOL. (AUTHOR/MU)

VT 100 592
ANDERSON, JOHN T.
THE FEASIBILITY OF USING WORK EVALUATION AS A TOOL FOR ASSESSMENT IN ADULT BASIC EDUCATION. FINAL REPORT.

WISCONSIN UNIV. - STOUT, MENOMONIE. CENTER FOR VOCATIONAL, TECHNICAL AND ADULT EDUCATION.
OFFICE OF EDUCATION (LHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - AUG73 120P.

DESCRIPTORS - *ADULT BASIC EDUCATION; *FORMATIVE EVALUATION;
*STUDENT NEEDS; *VOCATIONAL DEVELOPMENT; *VOCATIONAL EDUCATION; PROGRAM IMPROVEMENT;
SUMMATIVE EVALUATION
IDENTIFIERS - *WISCONSIN

ABSTRACT - TO ASSESS THE

BEST COPY AVAILABLE

VOCATIONAL NEEDS OF ADULT BASIC EDUCATION (ABE) STUDENTS IN WISCONSIN. A WORK EVALUATION PROCESS WAS USED TO HELP THEM IDENTIFY REALISTIC GOALS AND THEIR RELATION TO SKILLS LEARNED. THE PROJECT CONSISTED OF MEETING WITH ABE COORDINATORS, ADMINISTERING A WORK EVALUATION PLAN, AND CONDUCTING A FOLLOWUP STUDY OF FIVE ABE STUDENTS FROM ABE SCHOOLS WITHIN THE STATE. THE FOLLOWUP INVESTIGATION SUPPORTED THE FACT THAT ABE STUDENTS AND ABE SCHOOLS DID RECEIVE FROM THE WORK EVALUATIONS, BENEFITS AND MEANINGFUL INFORMATION NECESSARY TO CONDUCT EFFECTIVE PROGRAM PLANNING. FINDINGS SHOWED THAT: (1) STUDENT GOALS WERE MORE REALISTIC, (2) RELEVANCE IN THE COURSE WORK WAS DISCERNABLE BY STUDENTS, (3) SUCCESS IN TASKS UNDERTAKEN TENDED TO HEIGHTEN SELF-CONFIDENCE, (4) CURRICULUM PLANNING COULD FOCUS ON VOCATIONAL AREAS WHERE OPTIMUM SUCCESS COULD BE EXPECTED, AND (5) VALUABLE INFORMATION CONCERNING STUDENTS, FOR USE IN PLANNING COURSE WORK, WAS OBTAINED. (AUTHOR/MU)

VT 100 593

PUCCEL, DAVID J.
THE MINNESOTA VOCATIONAL FOLLOW-UP SYSTEM: RATIONALE AND METHODS.

MINNESOTA UNIV., MINNEAPOLIS.
DEPT. OF TRADE AND INDUSTRIAL EDUCATION.
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - FEB73 80P.

DESCRIPTORS - *VOCATIONAL EDUCATION; *POST SECONDARY EDUCATION; *MANAGEMENT INFORMATION SYSTEMS; *MANPOWER DEVELOPMENT; STATEWIDE PLANNING; INFORMATION SYSTEMS; MANPOWER UTILIZATION; MANPOWER NEEDS
IDENTIFIERS - *MINNESOTA

ABSTRACT - THE PURPOSE OF THIS INFORMATION SYSTEM IS TO GATHER DATA FOR MAKING DECISIONS CONCERNING THE IMPROVEMENT OF THE POSTSECONDARY PROGRAMS IN THE AREA VOCATIONAL TECHNICAL INSTITUTES OF MINNESOTA. DATA-GATHERING INSTRUMENTS PROVIDE INFORMATION ON STUDENT POPULATION, PROGRAM TERMINATION, AND STUDENT AND EMPLOYER FOLLOWUP. THIS REPORT PROVIDES A DESCRIPTION OF THE SYSTEM, THE HISTORY AND GOALS WHICH LED TO ITS NEED, INFORMATION REQUIREMENTS OF A TOTAL SYSTEM, THE INSTRUMENTS USED IN COMPILING DATA, PREPARATION, ANALYSIS, AND REPORTING OF THE DATA. (AUTHOR/MU)

VT 100 594

PUCCEL, DAVID J.
SUMMARY OF ONE-YEAR FOLLOW-UP INFORMATION ON GRADUATES WHO GRADUATED FROM FULL-TIME DAY PROGRAMS OF THE MINNESOTA AREA VOCATIONAL-TECHNICAL INSTITUTES BETWEEN JULY 1, 1970, AND JUNE 30, 1971.

MINNESOTA UNIV., MINNEAPOLIS.
DEPT. OF TRADE AND INDUSTRIAL EDUCATION.
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - NOV72 37P.

DESCRIPTORS - *FOLLOWUP STUDIES; *TECHNICAL INSTITUTES; *GRADUATES; TABLES (DATA); *STATISTICAL DATA IDENTIFIERS - *MINNESOTA

ABSTRACT - THIS REPORT IS ONE OF SEVERAL FEATURING 1-YEAR FOLLOWUP DATA GATHERED FROM STUDENTS WHO GRADUATED FROM THE MINNESOTA AREA VOCATIONAL-TECHNICAL INSTITUTES BETWEEN JULY 1970 AND JULY 1971. THE DATA, GATHERED BY THE VOCATIONAL FOLLOWUP SYSTEM FROM RESPONSES OF 82 PERCENT OF GRADUATES, PROVIDE FOUR TYPES OF SUMMARIES: (1) ALL GRADUATES FOLLOWED UP ACROSS THE ENTIRE STATE, (2) GRADUATES FOLLOWED UP IN EACH CURRICULUM AREA (E.G., AUTO MECHANICS) ACROSS THE ENTIRE STATE, (3) ALL GRADUATES FOLLOWED UP WITHIN EACH CURRICULUM AREA WITHIN EACH INSTITUTE, AND (4) ALL GRADUATES FOLLOWED UP WITHIN EACH INSTITUTE. (AUTHOR/MU)

VT 100 595

REPORT OF STUDENT TERMINATIONS FROM SELECTED FULL-TIME DAY PROGRAMS OF THE MINNESOTA AREA VOCATIONAL-TECHNICAL INSTITUTES BETWEEN JULY 1, 1971, AND JUNE 30, 1974. SUMMARY OF ALL TERMINATIONS ACROSS THE STATE.

MINNESOTA UNIV., MINNEAPOLIS.
MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. DIV. OF VOCATIONAL AND TECHNICAL EDUCATION.
MF AVAILABLE IN VT-ERIC SET.
PUB DATE - MAY73 19P.

DESCRIPTORS - *ADULT DROPOUTS; *TECHNICAL INSTITUTES; *STATISTICAL DATA; *DROPCUT RESEARCH; TABLES (DATA); DROPOUTS IDENTIFIERS - *MINNESOTA

ABSTRACT - THE MINNESOTA VOCATIONAL FOLLOW-UP SYSTEM GATHERS THREE KINDS OF DATA CONCERNING THE STUDENTS: (1)

BIOGRAPHICAL DATA, (2) DATA ON THE PROGRESS OF THE STUDENTS THROUGH THE PROGRAMS OF THE INSTITUTES, AND (3) FOLLOWUP DATA ON GRADUATES, ONE YEAR AFTER GRADUATION. THIS IS THE FIRST REPORT OF TERMINATION DATA GATHERED BY THE SYSTEM. IT HAS BEEN DEVELOPED PRIMARILY AS A SAMPLE REPORT. IT INCLUDES ONLY INFORMATION ON STUDENTS WHO TERMINATED FROM PROGRAMS WHICH BEGAN AFTER JULY 1, 1971 AND ENDED BY JUNE 30, 1972. ANY PROGRAMS WHICH BEGAN IN THIS PERIOD BUT DID NOT HAVE A GRADUATING CLASS BY JUNE 30, 1972 ARE NOT INCLUDED. (AUTHOR/MU)

VT 100 596
MOORE, BILLY MAC
THE FEASIBILITY OF A PSYCHOMOTOR MEDIA DIAGNOSTIC TEST MODEL FOR INDUSTRIAL ARTS.

DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
UNIVERSITY MICROFILMS, A XEROX COMPANY, 300 N. ZEEB RD., ANN ARBOR, MI 48103 (MF \$4.00, XEROGRAPHY \$10.00).
PUB DATE - 73 179P. ED.
DISSERTATION, UNIV. OF NORTHERN COLORADO, GREELEY.

DESCRIPTORS - *DIAGNOSTIC TESTS; *INDUSTRIAL ARTS; *PROGNOSTIC TESTS; *TEST VALIDITY; *TESTS; DOCTORAL THESES

ABSTRACT - TO DETERMINE THE FEASIBILITY OF A MEDIA DIAGNOSTIC TEST SYSTEM, A TEST DESIGNED FOR THE PURPOSE WAS ADMINISTERED TO TWO GROUPS OF WOMEN AND TWO GROUPS OF MEN, VARYING THE PRESENTATION ORDER BETWEEN WOMEN AND MEN. INDIVIDUAL MEDIA EFFECTIVENESS PROFILES WERE OBTAINED BY EVALUATING PSYCHOMOTOR PERFORMANCE TESTS AND WERE USED TO DETERMINE A VALIDATION TEACHING SEQUENCE WHICH IN TURN WAS EVALUATED AND RECORDED ON A MEDIA PROFILE SHEET. A CORRELATION OF THE STUDENTS' SCORES AND VALIDATION SCORES PROVIDED AN INDICATION OF THE VALIDITY OF THE MEDIA DIAGNOSTIC TESTING SYSTEM. FINDINGS FROM THE DATA LED TO THE CONCLUSION THAT THE SYSTEM IS A FEASIBLE MODEL CAPABLE OF PREDICTING INDIVIDUAL PSYCHOMOTOR LEARNING PROFILES. (AUTHOR/MU)

VT 100 597
HELLING, CLIFF E.; JOHANSEN, DONALD A.
LOOKING FORWARD TO A CAREER: TEACHER'S GUIDE.

DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
DILLON PRESS INC., 500 S. THIRD ST., MINNEAPOLIS, MN 55415 (\$1.25)

PUB DATE - 73 31P.

DESCRIPTORS - *CAREER EDUCATION; *RELEVANCE (EDUCATION); *RESOURCE MATERIALS; *VOCATIONAL DEVELOPMENT; FIELD TRIPS
IDENTIFIERS - DILLON PRESS (THE)

ABSTRACT - THIS PROMOTIONAL PAMPHLET SEEKS TO GUIDE TEACHERS IN THEIR EFFORTS TO INTEGRATE CAREER EDUCATION CONCEPTS INTO THE SCHOOL CURRICULUM. AS A SOLUTION TO MANY OF THE PROBLEMS OF EDUCATIONAL PROGRAMS, THE DILLON PRESS CAREER OUTLINES OF CAREER CLUSTERS ARE PRESENTED IN AN EFFORT TO MAKE CLASSROOM MATERIALS MORE RELEVANT TO STUDENTS' NEEDS. SUGGESTIONS ARE GIVEN FOR EXPOSING STUDENTS TO CAREER EXPERIENCES AND EXAMPLES OF FIELD TRIPS ARE RELATED TO VARIOUS CAREER EDUCATION CONCEPTS. (MU)

VT 100 598
LIER, ROBERT C.
LABOR IN THE TRANSPORTATION INDUSTRIES.

NORTHEASTERN UNIV., BOSTON, MASS.
COLL. OF BUSINESS ADMINISTRATION.
DEPARTMENT OF TRANSPORTATION,
WASHINGTON, D.C.

DOCUMENT NOT AVAILABLE IN VT-ERIC SET.
NATIONAL TECHNICAL INFORMATION SERVICE, SPRINGFIELD, VA 22151 (PB 217 121, MF \$1.45, SEE CATALOG FOR HARDCOPY PRICE)
PUB DATE - FEB73 136P.

DESCRIPTORS - *LABOR; *LABOR ECONOMICS; *LABOR LEGISLATION; *RESEARCH; *TRANSPORTATION; LABOR PROBLEMS; SURVEYS

ABSTRACT - SUMMARIZED IN THIS DOCUMENT ARE THE RESULTS OF A STUDY CONDUCTED TO EXAMINE SPECIFIC ASPECTS OF TRANSPORTATION AS IT RELATES TO LABOR. CONTENTS OF THE REPORT INCLUDE ANALYSES OF: (1) THE NATURE OF LABOR WITH REGARD TO ITS ORGANIZATION AND STRUCTURE IN THE TRANSPORTATION INDUSTRIES, (2) THE NATURE, EFFECT, AND ROLE OF TRANSPORTATION LABOR LEGISLATION, AND (3) LABOR PRODUCTIVITY IN TRANSPORTATION. IN ADDITION, AN ASSESSMENT OF THE FUTURE ROLE OF LABOR IN TRANSPORTATION IS GIVEN. (AUTHOR/SN)

VT 100 599
WOMEN IN INDUSTRY. NEW PERSPECTIVES FROM EDUCATION, INDUSTRY, GOVERNMENT.

NATIONAL ASSOCIATION OF MANUFACTURERS, NEW YORK, N.Y.
INDUSTRIAL RELATIONS COMMITTEE.
DOCUMENT NOT AVAILABLE IN VT-ERIC SET.

INDUSTRIAL RELATIONS DEPARTMENT,
NATIONAL ASSOCIATION OF
MANUFACTURERS, 277 PARK AVE., NEW
YORK, N.Y. 10017
PUB DATE - ND 96P.
HIGHLIGHTS OF A CONFERENCE AT MARY
BALDWIN COLLEGE, STAUNTON,
VIRGINIA (UNDATED, PROBABLY 1971
OR 1972).

DESCRIPTORS - *WORKING WOMEN;
*WOMENS EDUCATION; *EQUAL
OPPORTUNITIES (JOBS); *MANPOWER
UTILIZATION; *INDUSTRY;
CONFERENCES; SPEECHES
IDENTIFIERS - *MARY BALDWIN
COLLEGE

ABSTRACT - THESE HIGHLIGHTS OF A
CONFERENCE AT MARY BALDWIN
COLLEGE, STAUNTON, VIRGINIA
INCLUDE THE TEXT OF ALL THE
SPEECHES GIVEN BY LEADERS IN
BUSINESS, INDUSTRY, GOVERNMENT AND
EDUCATION. OVER 80 COMPANIES AND
ORGANIZATIONS MET TO DEVELOP
BETTER UTILIZATION BY BUSINESS OF
COLLEGES AS A SOURCE OF TALENTED
WOMEN, KEENER UNDERSTANDING OF
BUSINESS BY STUDENTS, AND IMPROVED
CAREER PREPARATION OF WOMEN BY
COLLEGES. SPONSORING ORGANIZATIONS
INCLUDED MARY BALDWIN COLLEGE,
AMERICAN CAN COMPANY, AMERICAN
TELEPHONE AND TELEGRAPH COMPANY,
GENERAL ELECTRIC COMPANY,
INTERNATIONAL PAPER COMPANY,
WOMEN'S BUREAU OF THE U.S.
DEPARTMENT OF LABOR, AND THE
NATIONAL ASSOCIATION OF
MANUFACTURERS. BY COOPERATING TO
PRESENT THE ISSUES AND THE OUTLOOK
FOR WOMEN IN INDUSTRY, THE
SPONSORS HOPE THAT EFFECTIVE
THRUST WILL BE GIVEN TO FULLER
UTILIZATION OF THE TALENTS OF
AMERICA'S WOMEN. (AUTHOR/MU)

VT 100 600

A SYSTEM FOR DERIVING AND
COMPARING EMPLOYMENT PROJECTIONS
WITH OCCUPATIONAL EDUCATION
ENROLLMENTS AND EXPECTED
GRADUATES. FINAL REPORT.

SYSTEM SCIENCES, INC., BETHESDA,
MD.
NORTH CAROLINA STATE DEPT. OF
PUBLIC INSTRUCTION, RALEIGH. DIV.
OF RESEARCH; OFFICE OF EDUCATION
(DHEW), WASHINGTON, D.C.
DOCUMENT NOT AVAILABLE IN VT-ERIC
SET.
PUB DATE - 15JUN72 89P.

DESCRIPTORS - *EMPLOYMENT
OPPORTUNITIES; *EMPLOYMENT
PROJECTIONS; *EMPLOYMENT
STATISTICS; *EMPLOYMENT TRENDS;
*INFORMATION SYSTEMS; GRADUATES
IDENTIFIERS - *NORTH CAROLINA

ABSTRACT - A PLAN FOR PROJECTING
MANPOWER NEEDS FOR OFFICE OF
EDUCATION PROGRAMS IN NORTH

CAROLINA IS PRESENTED HERE IN NINE
STEPS LEADING TO ESTIMATED NEEDS
IN 1975 INCLUDING CONVERSION INTO
6-DIGIT OFFICE OF VOCATIONAL
EDUCATION INSTRUCTIONAL CODES. THE
METHODOLOGY AUTOMATICALLY PROVIDES
INFORMATION USEFUL TO VOCATIONAL
EDUCATORS IN IDENTIFYING THE
NATURE AND SOURCES OF EMPLOYMENT.
FOR EXAMPLE, THE FIGURES SHOW THAT
LESS THAN 43 PERCENT OF THE
EMPLOYMENT POTENTIAL IN
DISTRIBUTIVE EDUCATION IS FOUND IN
RETAIL STORES. THE DATA NOT ONLY
REFLECT INDUSTRIAL DISTRIBUTION
BUT DISTRIBUTION OF EMPLOYMENT
WITHIN VARIOUS INDUSTRIES.
ALTHOUGH THE NUMBER OF RETAIL
STORE SALESPERSONS WILL INCREASE,
THE RELATIVE IMPORTANCE OF SUCH
POSITIONS WILL BE REDUCED BY THE
USE OF NEW MERCHANDISING
TECHNIQUES AND THE GROWING NEED IN
THE STATE FOR INDUSTRIAL SALES
REPRESENTATIVES IN MANUFACTURING
INDUSTRIES SUCH AS LUMBER,
TEXTILES, AND PAPER PRODUCTS.
(AUTHOR/MU)

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VTP 1261

Title: Preparation of An Annotated Bibliography of Consumer and Homemaking Materials for Use by Teachers in Secondary, Post-Secondary, and Adult Programs.

Developer: Hazel Taylor Spitze

Institution: University of Illinois, Urbana-Champaign Campus

Sponsor: Board of Vocational Education and Rehabilitation, Division of Vocational and Technical Education

Duration: From July 31, 1973 To June 30, 1974

Description of Project: (1) To develop an annotated bibliography of consumer and homemaking materials for use by teachers in secondary, post-secondary, and adult programs, and (2) to evaluate and recommend a list on consumer and homemaking materials for the Illinois Curriculum Management Center. Teachers in secondary, post-secondary, and adult programs can be more effective as this bibliography helps acquaint them with materials suitable for their students and their curricula. It will save teachers' time and enable administrators to make decisions about materials to purchase on the basis of increased knowledge.

VTP 1262

Title: Space and Equipment for Dual Role Consumer and Homemaking Program.

Developer: Committee - Chairperson - Janet Lester, formerly OSU affiliated - Margaret Driver & Barbara Reed, Supervisors Department of Education - Vocational Home Economics

Institution: Department of Education - Vocational Home Economics Section

Sponsor: Ohio Vocational Home Economics Section, State Department of Education

Duration: From Fall 1973 To Fall 1974

Description of Project: A committee of teachers who have been in schools where new departments have been built have met on Saturdays to coordinate work. All states have been contacted for their current space and equipment bulletins. An architect has been consulted. Schools

have been visited. Personnel in Councils and State Departments working with school facilities have been consulted. The format will be developed to provide help to administrators, teachers, and architects. The philosophy of the dual role consumer and homemaking program will be reflected in the materials presented.

VTP 1263

Title: Dual Role Consumer and Homemaking Occupation of Homemaker Vocational Home Economics Curriculum Guide for Ohio.

Developer: Barbara Reed and Margaret Driver - Supervisors Vocational Home Economics State Department of Education
Institution: State Department of Education, Vocational Division, Home Economics Section

Sponsor: Vocational Home Economics Part F funds provided in 1968 Amendments of the 1963 Vocational Act

Duration: From June 1972 To Fall 1974

Description of Project: Emphasis will center on curriculum guidelines to help young people function as homemakers simultaneously with roles outside the house. Materials are being developed on the competency based education concepts. Sections of the Guide will include K-6 Dual Role concepts. Entry level (grades 7-8) - Levels I and II - which are the basic program (grades 9-10), Levels III (grades 11-12) - which are 18 weeks classes each in one of the six special home economic content areas. Non-sequential classes including all six areas; male role class, full year family living classes are all designed for grades 11-12 without prerequisites. The guidelines are designed with measurable, quantified objectives, with overall competencies, pre and posttests, learning strategies, suggested resource materials, with special sections for FHA, IEE (individualized extended experiences) and Quest (Depth activities) materials may be developed by the teachers to use for individualized instruction or as group activities. Selected teachers have worked two summers under teacher education direction to develop the guidelines. Materials with 9-10 grades

were field tested during the school year between the two summers.

VTP 1264

Title: CVAE Clothing Services.

Developer: Linda R. Glosson

Institution: Instructional Materials Center, P. O. Box 4067, Lubbock, Texas 79409

Sponsor: Instructional Materials Center, P. O. Box 4067, Lubbock, Texas 79409

Duration: From To Spring, 1974

Description of Project: This curriculum development project is designed to produce materials for teaching laboratory training programs using commercial equipment to teach students with a low reading level.

VTP 1265

Title: Multi Media Curriculum Development Project Office Machine Repair

Developer: Robert Brookover

Institution: Central Oregon Community College

Sponsor: No data

Duration: From June 17, 1974 To July 26, 1974

Description of Project: We hope to develop a total of 20 modules (self contained units) as teaching aids in the junior college technical programs. The project work will include the taking of 35mm slides, and taping of cassette tapes to explain to the learner how individual mechanisms work, are disassembled, replaced and checked. The use of the modules will be to supplement the regular classroom lectures and in some cases replace them. They will be field tested during the following school year at the various institutions. Written student lab guides will also be provided to the learners as a part of the material developed. The intended audiences are Office Machine Repair students at COCC, Mt. Hood CC, and Oregon Correctional Institute.

VTP 1266

Title: Ontario Educational Building Trades, Inc.

Developer: Vernon Vahsholtz, Vocational Supervisor

Institution: Ontario High School, Ontario, Oregon

Sponsor: No data

Duration: From August, 1974 To

Description of Project: To provide students of the Building Trades class an opportunity to learn through practical application the entry level skills required for carpenter's helpers, the Ontario High School's Building Trades class is completing the second year of constructing a home, which has an asking price of \$36,500. This 1,800 square foot home was built by twenty-seven students who were juniors and seniors. Many other high school students were involved with the project in interdisciplinary activities. Vocational Agriculture students worked on the landscaping and landscape design of the house. Home Economics students were involved with the color scheme as well as carpet and counter top selection, finishing, and painting. The Clerical Lab students kept records, including writing the checks. The members of the Ontario Educational Building Trades, Inc. serve as the advisory committee. This non-profit corporation borrows the money for construction, while the profits go into the program for equipment.

VTP 1267

Title: Career Guidance.

Developer: Tom Chapman, Principal

Institution: McMinnville High School, McMinnville, Oregon

Sponsor: No data

Duration: From September 1974 To

Description of Project: A career education and preparatory program for 750 students in grades 10-12. The clusters are agriculture, accounting, clerical, industrial mechanics, marketing, metals, steno-secretarial. The interdisciplinary programs are fine

arts, humanities, general studies, math-science technology, and practical arts. The program is designed to help students to be better prepared for post high school needs.

VTP 1268

Title: A Demonstration Career Education Program Grades 7-12.

Developer: Bob Eldon

Institution: South Area of Salem School District

Sponsor: No data

Duration: From May 1974 To July 1975

Description of Project: Grade level -- 7-12 grades. Six component parts of Career Education - (1) To refine the cluster curriculum, (2) To develop Career Exploration grades 7-10 with an emphasis on the 10th grade level, (3) Career Guidance component, (4) Interdisciplinary component, (5) Disadvantaged Student Component, (6) Consumer Education/Home Economics Component.

VTP 1269

Title: Curriculum Improvement Program.

Developer: Lowell L. Hall

Institution: Baker School Dist. #5J

Sponsor: No data

Duration: From May, 1974 To September, 1974

Description of Project: Development of a Planned Course Statement or Curriculum Guide for the following: (1) An integrated Career Education-Social Studies program for each level, grades 1-12, (2) An integrated Career Education-Language Arts (Communications Skills) program for grades 7-9. (There will also be some minor revisions in this program for grades 1-6, (3) A career cluster oriented program in Industrial Arts for grades 7-9, and (4) Some revision in High School Language Arts program to strengthen communications skills.

VTP 1270

Title: A Proposal to Assist Oregon City School District #62 to Plan and Implement a S.U.T.O.E. Program in an Existing Curriculum.

Developer: Dale Davis, Director of Career Education, Oregon City Public Schools

Institution: Gardiner Jr. High School, Oregon City, Oregon, Don Barta Principal

Sponsor: No data

Duration: From September 1972 To June 1974

Description of Project: In this project, curriculum within the school has been modified so that each discipline is integrating some of the objectives of S.U.T.O.E. so that 100% of the students in Gardiner Junior High School will have been involved in S.U.T.O.E. activities throughout grades 7, 8, & 9. The two year project was completed in June 1974 and final dissemination reports are on file with Tom Williams, State Department of Education.

VTP 1271

Title: Forest Products Cluster Guidelines Project 1974.

Developer: Howard Brock

Institution: Oregon State University, Corvallis, Oregon

Sponsor: No data

Duration: From July 1, 1974 To July 30, 1974

Description of Project: To develop curriculum guidelines in basic skill areas of forest products for use in establishing new cluster programs at the secondary level. The project will: (1) Determine a useable and effective format for the materials, (2) Develop guidelines in selected basic skill areas in forest products, (3) Write performance objectives and suggested teaching activities in the basic skill areas, and (4) Produce a recommended list of instructional media.

VTP 1272

Title: Drafting Curriculum Development Project 1974.

Developer: Lee Turpin

Institution: Clackamas Community College, Oregon City, Oregon

Sponsor: No data

Duration: From June 24, 1974 To July 19, 1974

Description of Project: To correct, revise, and expand on the existing body of packages and audio visual materials in drafting for secondary and community college drafting students. The project will: (1) Add 12 learning packages to the Drafting I section, (2) Correct seven problem sheets and revise six learning packages in the Descriptive Geometry section, (3) Add 50 one or two-page modules in Electricity Drafting, and (4) Add basic modules in Essentials of Design as time allows.

VTP 1273

Title: Forestry Technician Curriculum Development Project 1974.

Developer: Bill Lemoine

Institution: Oregon State University, Corvallis, Oregon

Sponsor: No data

Duration: From July 1, 1974 To August 9, 1974

Description of Project: To develop individualized instruction and inservice teacher education in forestry technology at the community college level, the project will: (a) Examine forestry technology curricula in other states, particularly Canada, (b) Train instructors from all participating institutions in the theory, principles, and methodology of individualized instruction, (c) Write learning packages designed for individual student use, (d) Develop audio-visual back-up materials for the learning packages which are written as a part of this project, (e) Field test all of the learning packages and back-up materials, and (f) Disseminate the materials produced by the consortium to the participating institutions. Five areas of forestry have been selected to receive

the first thrust of the program: Timber Cruising and Log Scaling, Elementary Surveying, Silviculture, Aerial Photogrammetry, and Forest Road Surveying and Design.

VTP 1274

Title: Electricity-Electronics Audio-Visual Development Project 1974.

Developer: Dan Leithoff

Institution: Clackamas Community College, Oregon City, Oregon

Sponsor: No data

Duration: From June 24, 1974 To August 2, 1974

Description of Project: To develop audio-visual materials particularly suited to the electricity-electronics individualized instructional materials for secondary and community college electricity/electronics students. The project will (1) Review existing materials for possible use, (2) Develop audio-visual materials for selected areas of the ICE learning package system, (3) Reproduce sufficient quantities of the developed materials for field test purposes, and (4) Disseminate audio-visual materials to selected field test centers. Seven complete sets of the materials will be reproduced for use at selected field test centers. The coordinator and the S.D.E. curriculum specialist will design evaluation instruments and procedures which will determine the degree of usage and the effectiveness of the materials with the students. These evaluations will also indicate necessary modifications or corrections.

VTP 1275

Title: Horticulture Curriculum Development Project 1974.

Developer: Jim Wagner

Institution: Mt. Hood Community College, Gresham, Oregon

Sponsor: No data

Duration: From June 17, 1974 To July 12, 1974

Description of Project: To develop and test course outlines in specific areas of

Horticulture at the secondary and community college level. The project will: (1) Coordinate with the development of performance based course contest guides already in progress at Portland Community College, and (2) Develop additional performance based course content guides in the following areas: (a) Weed Identification and Control, (b) Insects, Diseases, and Their Control, (c) Basic Mechanics I, (d) Basic Mechanics II, and (e) Nursery Management.

screening committee will review all materials before they are turned over to Continuing Education Publications.

VTP 1276

Title: Welding Curriculum Development Project 1974.

Developer: Don Isaacson

Institution: Clackamas Community College, Oregon City, Oregon

Sponsor: No data

Duration: From June 17, 1974 To July 26, 1974

Description of Project: To produce individualized welding instructional materials for use in secondary and community college programs. New materials are to be developed and relevant existing materials revised so that a cohesive and consistent set of materials are available to the students as they progress through the program.

VTP 1277

Title: I L S Metals Project 1974.

Developer: Tom Dennison

Institution: Hood River Valley High School, Hood River, Oregon

Sponsor: No data

Duration: From June 15, 1974 To July 30, 1974

Description of Project: To edit and correct the Individual Learning System metals packages now in use by secondary and community college metals students and to add approximately ten packages in the measurement section. The project will correct graphics and type the revised material so that it can be added to those already published by Continuing Education Publications at Corvallis. A

CURRICULUM MANAGEMENT CENTERS DIRECTORY

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VTP 1278

Title: Assessment of the Status of Career Education Supported by the DVTE in Illinois.

Investigator: Fred Carvell

Institution: Tadlock Associates, Inc.

Sponsor: Board of Vocational Education and Rehabilitation, Springfield, Illinois

Duration: November, 1973 To September, 1974

Objectives: (1) To identify DVTE activities supporting career education since 1970, (2) To review all career education programs in LEAs that received DVTE support, (3) To conduct on-site evaluation visits at a 10% sample of LEAs (at least 20), (5) To survey the level of understanding of career education among educators and lay groups, (6) To identify state plans affecting future direction of career education in the state, (7) To provide a third-party assessment of career education in Illinois, and (8) To identify exemplary career education programs and develop an action plan for the DVTE.

Methodology: (1) To establish liaison with the DVTE, (2) To conduct on-site visits to a 10% sample (mutually selected by TAI and DVTE) of the LEAs receiving support since 1970, (3) To conduct a mailed questionnaire survey of LEAs not directly visited, (4) To survey appropriate state agencies to identify plans affecting career education in the state, (5) To administer student survey forms during on-site visits to sample LEAs, (6) To use a review panel to assess all data collected during the study, and (7) To develop a plan of action for the DVTE on career education. Federal funds total \$33,160.00.

VTP 1279

Title: Profile of School Dropouts in the Mesa Public Schools.

Investigator: James S. DeGracie

Institution: Mesa High School District #207

Sponsor: Arizona Dept. of Education, Phoenix, Arizona

Duration: March 15, 1974 To June 30, 1974

Objectives: (1) To develop a profile of the Mesa school dropout that includes variables such as age, sex, ethnic background, academic standing, and I.Q., (2) To establish procedures for collecting profile information to obtain baseline data on the Mesa school dropout, (3) To determine if necessary components in our current Career Education/Vocational Education programs are directed toward the Mesa school dropout, and (4) To insure quality control, increase reliability, validity and timeliness of the overall accomplishment of objectives 1-3.

Methodology: The sample to be used in this analysis will be all designated dropouts from the 1972-1973 school year. The list is a compilation of those students, who left school prior to graduation requirements, and the study will verify the accuracy of that list. The analysis technique will be simple tabulations. The other analysis effort will be the determination of which of the background variables are the most closely related to dropouts. Multiple linear regression will be used in this analysis effort. Multiple linear regression is statistical technique that can be used to untangle a number of interrelated variables. This technique assumes that the criterion variable is linearly related to two or more dependent variables and regression equation is developed from sample data, which relates the criterion variable to the set of dependent variables. Such a regression equation estimates the weighting of importance of the unique contribution of each of the independent variables in predicting the dependent variable. A sample of the total eligible dropout population (an eligible dropout is a student who is over 16 years of age or completed the eighth grade) from the 1972-73 school year will be used in this analysis. Federal funds total \$4,342.00.

VTP 1280

Title: Delmarva Career Education Program.

Investigator: Berkley E. Ashby

Institution: Northhampton County School Division

Sponsor: State Board of Education,
Richmond, Virginia
Duration: July 1, 1974 To June 30, 1977

Objectives: (1) To develop pertinent career materials relevant to the Delmarva Economic Region, (2) To establish and implement a procedure for evaluating career materials in terms of suitability for students in the Delmarva Economic Region, (3) To disseminate those career materials pertinent to local school district in the Delmarva Economic Region, (4) To provide to local school districts assistance in conducting classroom programs which will attempt to prepare the student for seeking employment, (5) To assist school personnel in developing planned approaches for the dissemination of labor market information, (6) To assist local school districts by developing a list of resource speakers and curriculum materials, (7) To provide Vocational Education and Guidance Personnel with usable information about present and projected Manpower needs on Delmarva, and (8) To provide assistance to local school districts in utilizing community and business resources as a part of Career Education Programs.

Methodology: (1) By a planned and coordinated job placement program for seniors, a greater number of students should be employed as a result of this program and this effort should provide a more cohesive working relationship between the Delmarva Economic Region and local school districts, (2) By the dissemination of career materials students will have the opportunity to be made more aware of career areas. This additional career information will help students in making more informed choices, (3) By a gained knowledge of career opportunities in the Delmarva Economic Region, and a development of skills basic to employment, the student will be better equipped to locate and secure employment which correlates with his aptitudes, interests, and abilities, and (4) Through a planned and coordinated career planning program students will be better able to assess their personal abilities, interests and skills in terms of Delmarva Region job availability. Federal funds total \$5,098.00.

VTP 1281

Title: Development of a Plan for the Design of a Curriculum for Introduction to Vocations for the State of Virginia.

Investigator: David E. Sawyer
Institution: Virginia Polytechnic Institute and State University
Sponsor: State Board of Education, Richmond, Virginia
Duration: February 1, 1974 To May 30, 1974

Objectives: (1) To develop and present a formal plan of action for the Design, Field Testing and Implementation of a Curriculum for Vocational Orientation, (2) To review, study, critique and otherwise evaluate and appraise the relative worth of earlier and on-going projects with similar purpose, (3) To report to and seek cooperation from and among state Vocational Education State staff members, and (4) To involve pertinent university faculty and staff throughout the developmental activities.
Methodology: Identification of prior and on-going efforts and projects, Contact with major on-going projects soliciting materials and data, Contact with prior projects soliciting materials and data, Review and critique of project materials and data, Findings and recommendations report to state staff, Consultation with national and state leaders in similar endeavors, Visitation to on-going project sites for in-depth scrutinizing and personal observation and reporting, Findings and recommendations report to state staff, Consult with university personnel with relative experience and expertise, and Develop in cooperation with designated state personnel a formal plan for the design, field testing, and implementation of a curriculum. Federal funds total \$10,150.00.

VTP 1282

Title: An Exemplary Comprehensive Occupational Orientation and Decision-Making Program.

Investigator: Herman Grizzle
Institution: Tulsa County Area Vocational-Technical School District 18
Sponsor: Executive Dept., Oklahoma City, Oklahoma

Duration: July 1, 1974 To June 30, 1974

Objectives: (1) To present inservice training on career education to administrators, counselors, and teachers from 75% of the local school districts in Tulsa County during the first year, (2) To develop a career education resource center which will serve all ninth and tenth grade teachers in the county, (3) To facilitate the surveying of the local community for appropriate speakers and field trip or other instructional resources by 75% of the local school districts in Tulsa County during the first year, (4) To facilitate the selection and acquisition of career instructional materials to be used in the classrooms for each subject area in the ninth and tenth grades, (5) To meet with faculty in each participating school on a regular basis to assist in the infusion of career education materials into the curriculum, and (6) To obtain resource persons as required by each local school district as they develop plans for implementation of the program.

Methodology: Orient the community of each local school district to the exemplary comprehensive occupational orientation, exploration, and decision-making program. The success of career education involves the support of educators, parents, business, labor, and industry. The public needs to know what their various roles are, what career education should do for students, and something of the activities involved in implementing career education. All methods of communication should be used to orient the community. Inservice training is the best way to orient school personnel to the concept and how to infuse career education activities into the school curriculum. Arrangements have been made for two one-week workshops to be held at the Tulsa County Vocational-Technical Area School the second and third weeks of July, 1974. Each workshop will have 25 participants selected from faculty of the local schools of Tulsa County. The School of Occupational and Adult Education, Oklahoma State University, will cooperate in the workshops by offering one or two credit hours in the course, Career Orientation and Guidance. The instructor for the course will be Dr. Lloyd Wiggins, Associate Professor and Director of EPDA

Programs at Oklahoma State University. A career education resource center will be established at the office of the Tulsa County Superintendent of Schools where the director of the project will office. The project director will give leadership to the acquisition of instructional materials and keep all Tulsa County Schools informed of availability of instructional materials. He will search, select, and acquire occupational instructional materials to be used in the classroom and will make available to local school materials that are developed in the local, state, and national exemplary programs. The project director will meet with the faculty of each participating school on a regular basis to assist in infusing career education activities, impart information about occupations related to the subjects being studied, provide additional interest resources for the students, and encourage them to develop career educational and occupational plans. The project director will be available to assist each local school in compiling a list of available speakers and field trips to business and industry in the community in cooperation with the local Chamber of Commerce and other civic or service organizations. The goals and objectives for each school's participation in the project should be developed by the local school, and the project director should develop an evaluation system based on those objectives. Federal funds total \$27,921.00.

VTP 1283

Title: Developing Guidelines for the Establishment of a Health Careers Organization for the Health Occupations Program.

Investigator: Patricia Jamison

Institution: Health Occupations Education Division

Sponsor: State Dept. of Vocational-Technical Education, Oklahoma City, Oklahoma

Duration: March 1, 1974 To June 30, 1974

Objectives: (1) To bring students interested in careers in health together in order to share common interests, (2)

To explore opportunities and to develop an understanding of educational requirements which contribute to occupational competence in health careers, (3) To provide information for local chapters, (4) To provide recognition through an association of local chapters, (5) To develop leadership abilities through participation in education, career, civic and other appropriate activities, (6) To assist students in the establishment of realistic personal career goals, (7) To encourage community activities, (8) To promote high standards in ethics, skills, and scholarship, (9) To develop ability of students to plan together, organize and carry out worthy activities and projects, (10) To promote development of health careers chapters, and (11) To promote cooperation between all health careers chapters.

Methodology: Several health occupations teachers in Oklahoma have organized activities and projects within their own individual programs. These teachers, including others will be brought together for two (2) days at a location removed from daily routing operational activities thereby enabling full attention to planning sessions they will be working with consultants experienced in the organization of Health Careers Chapters, and will be charged with the following responsibilities: (1) Set up guidelines, (2) Develop ideas for by-laws, (3) Develop ideas for programs, and (4) Developing tentative agenda for follow-up meeting in which organizational machinery such as election of officers would be set in motion. Federal funds total \$1,050.00.

VTP 1284

Title: International Vocational Studies in Advanced Culinary Arts.

Investigator: Eugene P. Jereczek

Institution: Suburban Hennepin County Area Vocational Technical Center

Sponsor: Minnesota Division of Vocational Education, Minneapolis, Minnesota

Duration: January 1, 1974 To December 31, 1974

Objectives: To provide a minimum of twenty (20) students who have completed one year of vocational training in

Cook/Chef, Restaurant & Hotel Cookery, Food Service Management, Commercial Cooking, and Food Product Merchandising Programs an opportunity to acquire an international training experience. To recruit, appoint and utilize an industrial advisory committee representing the Culinary Arts industry. To provide ("seed") the Culinary Arts profession, particularly Minnesota, with individuals who have had first-hand foreign training in culinary techniques, product information, and food preparation, expecting they will share this information with fellow workers, and To evaluate the effectiveness of the program (including the recommendations of the advisory committee) and make a final report to the Suburban Hennepin County Area Vocational-Technical Centers and the Minnesota State Department of Education - Vocational Division.

Methodology: A District #287 staff member will be assigned as director for this program for the duration of this project. This person will have primary responsibility for the detailed conduct of the project utilizing other staff members or individuals who have expertise relating to specific program objectives. The director will have four (4) major responsibilities: (1) to act as program contact for student applicants and as a general information source; (2) to design the appropriate procedures for the collection of data regarding applicants for the studies pertaining to operation of the project and for the program evaluation; (3) to act as liaison between Suburban Hennepin County Area Vocational-Technical Centers and Program Advisory Committee; and (4) to conduct and submit a final evaluation of the project. Federal funds total \$5,590.00.

VTP 1285

Title: Employability Skills - A State Wide Job Placement Education Program.

Investigator: Roger Lambert

Institution: University of Wisconsin

Sponsor: Wisconsin Board of Vocational, Technical and Adult Education, Madison Wisconsin

Duration: January 1, 1974 To June 30, 1974

Objectives: (1) To develop a series of approximately thirteen 1-4 hour modules which incorporate the concepts of individualized instruction and can be used independently or in total for "Employability Skills" training, (2) To test, evaluate and restructure the modules as needed to meet the needs of the districts, and (3) To design the modules so that local persons can easily insert or delete materials or modify examples by replacing slides, forms, etc. with those of local interest.

Methodology: The project is expected to take 1-1/2 years to fully complete and evaluate the activities identified above. Initial funding is requested for six months, January 1, 1974-June 30, 1974. During this time, one professional staff person will be assigned full time to the project to begin identifying, collecting and evaluating available materials. In addition, this individual will outline the scope of the total desired program and establish a format for the program. If acceptable components are identified, they will be put into use in the districts by the end of the first five months. This would allow spring graduates to be involved in a trial run of the available units. The first six months of the project would encompass activities A-D as specified in the proposal, while the remainder of the activities would be carried out over the next 12 months. These activities would be carried out by the project staff and/or other appropriate individuals from the district or state office. The activities identified for the second period include development of materials for units, testing newly formed units, developing units into a package, reproducing units, conducting a workshop on how to use the program, disseminating information and evaluating the final outcomes of the project. These activities will be more time consuming than the initial activities since they require actual development and a period of time for testing and revision. Federal funds total \$13,636.00.

VTP 1286

Title: Assessment of the Impact of the Wisconsin Research Coordinating Unit.

Investigator: Norval L. McCaslin
Institution: The Ohio State University, Columbus
Sponsor: Wisconsin Board of Vocational, Technical and Adult Education, Madison, Wisconsin
Duration: September 1, 1973 To June 30, 1974

Objectives: (1) To assess the impact of research, development and exemplary activities within the state of Wisconsin, (2) To determine the degree to which the Research Coordinating Unit of the Wisconsin Board of Vocational, Technical and Adult Education (WBVTAE) is assisting participating educational institutions and agencies to prepare for and implement change through the activities it supports, (3) To identify and analyze the pattern of change taking place in occupational education as a result of research, development, and exemplary activities supported by the WBVTAE and the Department of Public Instruction (DPI), (4) To identify the relationship between local support, program change, and policy direction resulting from the research and development (R and D) activities supported by the RCU, and (5) To assess the approval process for research, development and exemplary activities used by the Research and Exemplary Project Review Committee.

Methodology: There are four phases to be completed in conducting this study. Phase I includes activities designed to: (a) identify and appropriate research, development, and exemplary projects, and (b) determine the operational mode of the Wisconsin RCU. Phase II includes the instrumentation phase of the project. In addition, data collection procedures and data analysis plans will be completed. Phase III deals with the activities necessary to collect the data. Finally, Phase IV is directed toward the data analysis and the preparation of the appropriate report(s). Federal funds total \$9,825.00.

VTP 1287

Title: An Exemplary Project to Encourage Teacher Innovation Through Mini-Grants.

Investigator: William D. Frazier
Institution: RCU - State Department of Education, Oklahoma

Sponsor: Oklahoma State Board for Vocational-Technical Education, Oklahoma City, Oklahoma
Duration: January 1, 1974 To June 30, 1974

Objectives: (1) To identify 15 teachers who can propose feasible solutions to an identified local problem, (2) to develop a research/evaluation design which may be used to test each proposed solution, (3) to award 15 mini-grants and supervise the completion of 15 projects, and (4) to report results of the projects to teachers across the state.

Methodology: Proposals will be solicited from teachers, reviewed for research or evaluation capability, then reviewed by program supervisors for feasibility. Meetings will be held with proposers of feasible projects to assure research/evaluation components in each project. Mini-grants will be awarded to 15 teachers and each project site will be visited by Research Unit staff. Dissemination will be made through VEIN of project reports as projects are completed. Federal funds total \$7,500.00.

VTP 1288

Title: Developing Performance Objectives and Criterion-Referenced Measures in Vocational Education.

Investigator: Dewey A. Adams
Institution: Virginia Polytechnic Institute and State University, Blacksburg, Virginia

Sponsor: Virginia State Board of Education, Richmond, Virginia
Duration: January 1, 1974 To June 30, 1975

Objectives: (1) To determine what has been developed in performance objectives and criterion-referenced measures in the selected occupational areas, (2) To survey incumbent workers in the selected areas to determine the tasks performed and the relative amount of time spent on each, (3) To use the survey results in developing catalogs of performance objectives and criterion-referenced measures, and (4) To field test the catalogs to determine their instructional validity and to identify common objectives across a wide group of occupational education programs.

Methodology: To assess the work that has been accomplished and to incorporate that material which appears to be useful in the project being developed, a comprehensive list of tasks performed by the incumbent workers will be developed. The task list will be based upon research completed in the state-of-the-art study, a review of technical procedures used by workers, and the use of craft committees and instructors to identify tasks, this report must be prepared and submitted to the V-TECS central staff, and a group of incumbent workers will be selected, based on a sampling design supplied by V-TECS, and the task inventory list will be mailed to them. Follow-up procedures, such as letters and telephone calls will be used. Federal funds total \$26,838.00.

VTP 1289

Title: Client-Need Analysis to Determine the Need for Vocational Services for Handicapped School-Age Persons in the Greater New Haven Area.

Investigator: B. Walsh Heaney
Institution: Area Cooperative Educational Services
Sponsor: Connecticut Research and Planning Unit for Vocational Education, New Haven, Connecticut
Duration: January 1, 1974 To June 30, 1974

Objectives: (1) To provide data for decision-making to persons who make decisions concerning vocational training of the handicapped in the 14-town ACES region, (2) To identify the specific needs of handicapped persons for vocational training services in the ACES region, (3) To identify existing vocational training services, (4) To identify the particular needs, if any, of the handicapped that those existing programs are intended to meet according to the program managers, (5) To determine what differences exist between the identified needs of handicapped persons and the stated needs that existing programs are intended to meet, (6) To measure the extent to which identified needs are met or unmet, (7) To identify those needs for which there are no programs, (8) To identify those needs which existing programs apparently are

not meeting, (9) To identify those programs (if any) for which there are no needs, and (10) To provide an analysis of the information and, based on this, to make specific recommendations for program implementation.

Methodology: Identify decision makers in vocational education for the handicapped, identify clients, develop sampling plan, have clients and definers further identify vocational needs, identify programs in vocational education for the handicapped, measure the extent to which the programs meet the identified needs, and compile the report for the decision maker. Federal funds total \$16,170.00.

VTP 1290

Title: Vocational Education Management Information System.

Investigator: Donald Galamaga

Institution: Rhode Island Dept. of Education

Sponsor: State Dept. of Education, Providence, Rhode Island

Duration: February 15, 1974 To June 30, 1974

Objectives: (1) To analyze accounting methodologies in local school districts to determine necessary approaches to vocational program costing for local school districts. (2) To provide a common costing base for costing vocational programs properly as input to the Vocational Education Management Information System from comprehensive high schools in local school districts.

Methodology: The vocational MIS will provide information to LEA's and the SEA which will improve record keeping in the area by June 30, 1974. The vocational MIS will provide turnaround documents to all LEA Voc Ed input personnel on a regular basis not later than June 30, 1974. The vocational MIS will provide information to complete at least five required U.S.O.E. forms in the 3130 series not later than June 30, 1974. The vocational MIS will develop information to facilitate assessment of curricular program effectiveness not later than June 30, 1974. The vocational MIS will provide a maximum ten day turnaround to requesters for data resident in the data base but which requires analysis and programming for special reports, not

later than June 30, 1974. Federal funds total \$10,000.00.

VTP 1291

Title: Vocational Education Core Group Consultant Services.

Investigator: Reo Beaulieu

Institution: Rhode Island Dept. of Education, Office of Planning and Management

Sponsor: State Dept. of Education, Providence, Rhode Island

Duration: January, 1974 To July, 1974

Objectives: To develop a comprehensive plan aimed at improving and coordinating existing vocational education services in the state.

Methodology: To do an overview of the current status of vocational education in terms of student needs and occupational demands; develop a set of recommended program goals and objectives; setting the future directions of vocational education in the state. Federal funds total \$10,000.00.

VTP 1292

Title: Educational Needs Assessment of Adults in the Globe-Miami Area.

Investigator: Jesse U. DeVaney, Jr.

Institution: Eastern Arizona College

Sponsor: Arizona Dept. of Education, Phoenix, Arizona

Duration: February 15, 1974 To June 30, 1974

Objectives: (1) To review demographic and other existing data to identify potential educational needs of adults residing in the Globe-Miami area as evidenced by a report summarizing the data reviewed, (2) To develop and administer a survey instrument to high school juniors, seniors, their parents, and Eastern Arizona College students enrolled at the Gila Pueblo to determine their educational desires and aspirations as evidenced by a report summarizing the data received, (3) To develop and administer a survey instrument to a ten percent randomly selected sample of the adult population residing in the Globe-Miami area to determine their educational desires and aspirations as evidenced by a report summarizing the data received, (4)

To review and analyze the data obtained in Objectives 1-3 identifying the educational desires and aspirations of the Globe-Miami adult population, potential vocational programs, and target populations as evidenced by a report listing this information, (5) To determine the (a) existing vocational employment opportunities, (b) emerging vocational employment opportunities, and (c) immediate and long-range projections of the job market and supply of trained labor in the Globe-Miami area as evidenced by a report listing these items, (6) To determine the types of vocational training offered in the Globe-Miami area as evidenced by a report showing the types of training available, approximate number of students enrolled, and cost to the students, and (7) To determine the specific vocational programs which should be offered in the Globe-Miami area that will not duplicate efforts being made by other agencies and the target group for which they are intended as evidenced by a final report specifying these items and reasons for selection.

Methodology: The general design of this project is one of developing and using survey instruments to gather data from both the residents of the community and businesses and industries located within the community. This is a standard method and an economical means of collecting the type of information needed. An Advisory Committee composed of both groups will be utilized to insure local involvement and support for the project. Federal funds total \$7,726.00.

VTP 1293

Title: A Follow-Up Survey of Graduates of Sunnyside High School to Determine Vocational Placement.

Investigator: Gene C. Tucson

Institution: Sunnyside High School

District #12

Sponsor: Arizona Department of Education, Phoenix, Arizona

Duration: March 1, 1974 To June 30, 1974

Objectives: (1) To conduct a survey of all student graduates which will combine

the vocational follow-up information supplied by R.C.U. with a survey instrument of similar design for non-vocational graduates, (2) To collect and assess data that will indicate some strengths and weaknesses of the Sunnyside education program with an emphasis on the vocational education program. A survey of the total population of two graduated classes will help to ascertain the effectiveness of trade and industrial, business, home economics, and non-vocational classes, and (3) To compare occupational placement of graduates with vocational training and without vocational training. The survey will give some indication of the probable value of course offerings in finding proper placement.

Methodology: In addition to the information concerning vocational student placement supplied by R.C.U. a survey instrument will be designed that will solicit information of a similar nature from the non-vocational students that can be quickly completed by each recipient. By using a tear-off post-card design, a high percentage of return is projected. It is designed to elicit response on the effectiveness of academic training without requiring a great amount of time or effort on the part of the graduate. The first population survey will consist of the entire graduated classes of 1972 and non-vocational graduates of G.R.M., 1973. Questionnaires will be developed and a completion schedule formed after a panel of professional educators have evaluated the design in terms of the objectives of the study. After the data has been qualified and analyzed a complete document will be designed in the form of tables, narrative clarification, and percentage data. Some conclusions and recommendations will be included for use by the School Board, superintendent, and various curriculum decision makers at the high school level. Federal funds total \$534.00.

VTP 1294

Title: Development and Use of Challenge Exams for Clinical Laboratory in Nursing II.

Investigator: Mary Jane Hattstaedt

Institution: Pima Community College
Sponsor: Arizona Dept. of Education,
 Phoenix, Arizona
Duration: April 1, 1974 To June 30,
 1974

Objectives: (1) To develop standardized tests to permit students, who have had work experience in any or all of the three clinical areas, to challenge clinical laboratory objectives in Nursing II, (2) To establish criteria which will permit students to challenge clinical objectives in Nursing II, (3) To identify parts of standardized tests for Nursing II that are unique to hospital-based pediatrics and obstetrics, and nursing-home-based geriatrics, and (4) To provide a model for challenging clinical laboratory requirements in Nursing II that could be applied to all nursing courses with appropriate modifications.

Methodology: (1) Provide an annotated bibliography on clinical challenge exams in undergraduate nursing education programs, (2) Obtain guidelines from Arizona State Board of Nursing. Testing procedure will conform to Board guidelines, (3) Development of Form I requesting information on clinical challenge exams and procedures currently in use in undergraduate nursing education programs in the Southwest, (4) Mail Form I described above to National League for Nursing and Western Interstate Commission on Higher Education and faculty of AD or other undergraduate nursing programs who provide clinical nursing challenge opportunities for their students, (5) Prepare Form II to gather specific information about previous experience students have had with well children, ill children, pregnant women, newborns and the elderly. This form would be given to Nursing II students and returned to faculty by the end of the 14th week of the spring semester, (6) Identify parts of nursing clinical laboratory that can be tested using current Nursing II syllabus and Nursing Careers Programs evaluation tool, (7) Prepare a list of former Nursing II students who have successfully challenged one or more clinical areas of Nursing II during calendar years 1972 and 1973. From this group of 20, students will be selected as nursing consultants.

Four of these students successfully challenged more than one clinical area, (8) Design a preliminary model of challenge criteria, utilizing behavioral objectives and evaluation tool with students in Nursing II at the end of the spring semester in obstetric, pediatric, and geriatric clinical laboratory, (9) Send copies or discuss preliminary model of challenge criteria with nursing consultants. Consultation on test design will be obtained from Betty Ord, who is a nursing consultant presently serving at Pima Community College. She is familiar with behavioral objectives and course material of Nursing II. Other consultation and consultants will be sought out as needed, (10) Compare information obtained in Item (5) with student success rates, (11) Develop standardized tests to challenge obstetric, pediatric, geriatric clinical laboratory objectives based on information gathered in spring semester. Obtain consultation from Betty Ord on test design, (12) Send copies of tests to nursing consultants for their comments and suggestions. Make appropriate changes in tests, based on consultation, and (13) Develop methodology for student participation in challenge exams. Federal funds total \$5,284.00.

VTP 1295

Title: Development of Competency Based Examinations for Practical Nursing Program Challenge.

Investigator: Dorothy A McHugh
Institution: Health Occupations Education Unit, Bureau of Vocational Education
Sponsor: Bureau of Vocational Education, Frankfort, Kentucky
Duration: February 1, 1974 To June 30, 1976

Objectives: (1) To determine the feasibility of granting credit in Practical Nursing programs for previous experience and education/training, (2) Through workshop participation, develop, validate, implement, and evaluate an instrument whereby persons with previous experience and education/training in Health Occupations Education could challenge by examination any part of the Practical Nursing curriculum and upon attainment of an established norm be given credit and thus shorten the required training

time, and (3) Coordinate project activities with the Kentucky Board of Nursing Education and Nurse Registration and seek approval of project product by Kentucky Board of Nursing Education and Nurse Registration.

Methodology: Conduct three (3) two-day workshops during fiscal year 1974 to select and construct test items, (2) Determine the validity of said items through testing with control groups. Statistical validation will be accomplished through rented computer analysis, (3) Printed test packets will be distributed to Practical Nursing program coordinators for implementation during fiscal year 1975, and (4) Evaluation will be accomplished through cooperative monitoring by the Education Resources Development Unit and the Health Occupations Education Unit. Evaluation design to be developed. Federal funds total \$4,000.00.

VTP 1296

Title: Cable T.V., A Media Approach to Communicating Job Development and Placement Services to Employers and to the Community.

Investigator: Travis Montgomery

Institution: State Fair Community College

Sponsor: State Dept. of Education, Jefferson City, Missouri

Duration: January 1, 1974 To September 30, 1974

Objectives: (1) To produce six sixty-second color television spot commercials communicating to employers, school personnel and the community and the Job Development and Placement Program being implemented in the ten area high schools. (2) To provide six spot commercials for use by LVO Channel 2. (3) The spot commercials will be shown at regular intervals during the afternoon and evening programming.

Methodology: State Fair Community College proposes to produce six sixty-second color spot television commercials in order to communicate to area employers and the community the objectives of the high school Job Placement Program. Staff members from SFCC will write the scripts and produce

the commercials. State Fair Community College's LRC TV studio facilities and equipment will be utilized in production of the TV spot commercials. Federal funds total \$1,950.00.

VTP 1297

Title: Investigation of Needs of the City of St. Louis for Paraprofessionals in Home Economics.

Investigator: Robert D. Richey

Institution: Junior College Dist. of St. Louis

Sponsor: State Dept. of Education, Jefferson City, Missouri

Duration: January 2, 1974 To July 19, 1974

Objectives: To investigate the needs of the community in the City of St. Louis for paraprofessionals in Home Economics.

Methodology: The investigation of the need for postsecondary Home Economics education will be conducted by a full-time project director trained in the field of Home Economics and dedicated to actualizing the potential of the Home Economics profession for community service. Such study will include but will not be limited to surveys of high schools in the City, community service agencies, appropriate church organizations, appropriate business and industrial organizations, citizens groups, the Division of Employment Security, and other groups whose input would be valuable as identified within the study for the purpose of determining the documented need for paraprofessional programs in Home Economics. The study will also identify the most appropriate subject matter areas of Home Economics for which programs should be designed and the number of persons interested in pursuing and available to pursue the study of paraprofessional Home Economics education. Once these needs are determined, the project director, with assistance from the State Department of Education, a project advisory council and appropriate consultative help, will design one or more curricula to meet the needs identified in the study. It is expected that one or more of such curricula will be implemented in the fall of 1974 if the findings support

such action. Federal funds total \$12,500.00.

VTP 1298

Title: Parent and Teacher Attitudes Toward Career Education.

Investigator: Barbara J. Fulton
Institution: University of Missouri-St. Louis

Sponsor: State Dept. of Vocational Education, Jefferson City, Missouri
Duration: March 1, 1974 To February 1, 1975

Objectives: (1) To accurately and efficiently record both parent and teacher attitudes toward career education, and (2) To determine whether any differences in attitude for either group is the result of the career education program in which either they themselves, their students, or their children are participating or are due to some other extraneous factors not measured.

Methodology: (1) Develop and reformat attitude survey and have it printed in a manner consistent with professional standards to increase the probability of response, (2) Select parent and teacher groups in a random manner from participating school districts in order to insure reliable data, (3) Administer attitude survey to parent and teacher groups, and (4) Analyze data from returned attitude surveys by providing basic descriptive statistical data such as mean, median, mode, and frequency distribution, performing item analysis on survey questions to determine the relative percentage of teachers and parents responding by category for each statement, and performing simple analysis of variance to determine if there are significant differences between the parent groups and the teacher groups. Federal funds total \$767.00.

VTP 1299

Title: A Comparative Cost-Benefit Study of Secondary One Year and Two Year Distributive Education Programs in Missouri.

Investigator: Donald D. Osburn
Institution: Dept. of PAVTE, University of Missouri-Columbia

Sponsor: State Dept. of Education, Jefferson City, Missouri
Duration: April 1, 1974 To December 30, 1974

Objectives: (1) To determine the per student cost of the graduates in each of the following distributive education programs: junior preparatory followed by senior cooperative, senior cooperative or one year, (2) To determine the benefits for graduates in the distributive education programs, (3) To determine if the graduates in distributive education programs are employed in the field in which they were trained, (4) To determine the relationship with respect to investment criteria of the two year distributive education program and the one year distributive education program, (5) To determine if the teacher-coordinator was fully certified or teaching under a temporary certificate or did the coordinator have a COE or DE certificate, (6) To determine the training plans used in the distributive education programs, (7) To determine if distributive education programs have an advisory council involved in their programs, and (8) To determine if distributive education programs have a chapter of DECA.

Methodology: The research design will be ex post facto research as defined by Kerlinger: "Ex post facto research is systematic empirical inquiry in which the scientist does not have direct control of independent variables because their manifestations have already occurred or because they are inherently not manipulable. Inferences about relations among variables are made, without direct intervention from concomitant variation of independent and dependent variables." Federal funds total \$700.00.

VTP 1300

Title: Analysis of Mathematical Skills in Mechanical Engineering Technology (MET) at Florissant Valley Community College.

Investigator: Robert C. Limburg
Institution: The Junior College Dist. of St. Louis County, Missouri
Sponsor: Dept. of Vocational-Technical Education, Jefferson City, Missouri

Duration: June 1, 1974 To August 31, 1974

Objectives: (1) Conduct a thorough, systematic research of all math oriented course material in the MET program, (2) Analyze current math skills needed and current preparatory math skills taught, and (3) Determine areas of mathematical skill strengths and weaknesses, and determine if any new math skills are required in the MET program.

Methodology: In order to achieve the stated objectives, the procedure will consist of a systematic number of activities as listed in the project time schedule. Specifically, the investigator will examine all possible sources of information dealing with mathematical skills from MET texts, exams, quizzes, MET staff, students and recent graduates. Also, employers of previous MET students will be interviewed in order to determine if the MET program has adequately prepared their employees. Then all preparatory math courses and materials will be reviewed. Finally, an analysis will be conducted in regard to what math skills are needed, what math skills are no longer necessary, and what, if any, new math skills need to be incorporated into the preparatory math courses for the MET student. Federal funds total \$700.00.

VTP 1301

Title: Parkway's Business Speakers Resource Bureau.

Investigator: Norman Tooley

Institution: Parkway School District

Sponsor: State Dept. of Education, Jefferson City, Missouri

Duration: February 15, 1974 To June 8, 1974

Objectives: To catalogue business leaders of the community according to the fifteen occupational clusters of the U.S.O.E.; to determine their availability to help in the educational process of the students of the Parkway School District by providing career information; to develop a selected business resource committee of interested business leaders of the community to assist in the career development of students enrolled in the

Business Education Departments of the Parkway Schools; and to develop a handbook for Business Education teachers in the district that would provide accessible speakers to visit classrooms with planned presentations to orient students with the concerns, opportunities, and training requirements for their respective segments of the job clusters as designated by the U.S.O.E. Methodology: Create mail survey adequate to include the information needed; tabulate responses according to clusters of the U.S.O.E.; contact all no responses by mail, personal contact with all no responses; visit several businesses to establish working relationships, compile data, assimilate speakers with specific topics and occupations; convene panel and evaluate data; rough draft handbook; edit handbook; print handbook; and distribute; write final report. Federal funds total \$495.00.

VTP 1302

Title: Career Planning Profile Study.

Investigator: Marvin McDonald

Institution: Missouri Western State College

Sponsor: State Dept. of Education, Jefferson City, Missouri

Duration: July 1, 1974 To December 31, 1975

Objectives: To select three different subgroup populations on campus and through administration, interpretation and careful follow-up determine whether or not the additional battery of data supplied by the Career Planning Profile is an effective avenue to solve this problem and if it will, in fact, allow students to select majors earlier in their college experience and with more permanency.

Methodology: The Career Planning Profile will be administered to three randomly selected subgroups. After administration, interpretation and related counseling occurs for subjects in each subgroup, we will then tabulate each subgroup and the three subgroups as a total. The results will be compared against statistics already available to determine if subjects in each subgroup declared a major earlier and change majors less often when compared to the average

student college-wide for the past three semesters. Federal funds total \$15,000.00.

VTP 1303

Title: Development of Individualized Instructional Packages in Materials Handling.

Investigator: Robert D. Klingler
Institution: Delaware County School District
Sponsor: Dept. of Education, Harrisburg, Pennsylvania
Duration: January 2, 1974 To June 30, 1974

Objectives: (1) To identify a procedure using the teacher, media specialists and resources of the school, (2) A format will be defined for use in organizing individualized learning materials, and (3) Individualized learning packages will be developed for one level (year) of Material Handling education.

Methodology: The teacher of materials handling will prepare a script for each task described in the unit behavioral objectives for his first level (year) course. A professional photographer and announcer will prepare the film and sound materials described in the script. A typist and illustrator will prepare the written directions for offset printing. These materials will be collected by unit objective in a suitable ring binder. Copies of these materials will be presented in the final report for entering into the ERIC system. Federal funds total \$4,584.00.

VTP 1304

Title: An Investigation of the Status of Selected Students of the 1969-1973 Graduating Classes of Riverside High School, Taylor, Pennsylvania.

Investigator: June Willis
Institution: Riverside School District
Sponsor: Dept. of Education, Harrisburg, Pennsylvania
Duration: February 1, 1974 To June 30, 1974

Objectives: (1) To determine whether the business offerings at Riverside High School are adequate to satisfy vocational

needs of its business graduates. (2) To determine the number of graduates from the selected years who actually used their business training for employment, (3) To determine the method used in obtaining their position and the types used by employers, (4) To determine what course offerings were found most beneficial to the business graduates, (5) To determine what office machines are used most frequently by the selected employed graduates, and (6) To determine what course offerings graduates feel should be a part of the business curriculum.

Methodology: The survey method of research will be used for this study since, according to Carter Good, the purposes and uses of the descriptive-survey study fit the situation at hand: (1) To secure evidence concerning an existing situation or current condition, (2) To identify standards or norms with which to compare present conditions, in order to plan the next step, and (3) To determine how to make the next step (having determined where we are and where we wish to go). Federal funds total \$485.00.

VTP 1305

Title: A Comparative Analysis of Distributive Education Programs in Public High Schools and Area Vocational-Technical Schools in the Commonwealth of Pennsylvania -- 1973-1974.

Investigator: Donald R. Lamuth
Institution: University of Pittsburgh
Sponsor: Dept. of Education, Harrisburg, Pennsylvania
Duration: January 1, 1974 To June 30, 1974

Objectives: Specifically, this study will attempt to determine the nature of distributive education programs offered in public secondary high schools and area vocational-technical schools in the Commonwealth of Pennsylvania.
Methodology: (1) A questionnaire will be designed which will ascertain pertinent information relative to the research questions under investigation in this study. Validation of this questionnaire will take place by having it subjected to the expert opinions of teacher-educators and teacher-coordinators

in the field of vocational distributive education, (2) This questionnaire will be mailed to distributive education teacher-coordinators in high schools and area vocational-technical schools using the Vocational Education Personnel Directory as a basis for determining existing programs and their mailing addresses, (3) A covering letter will be designed and enclosed with the questionnaire, (4) Questionnaires which are not received in return within a reasonable length of time will be followed up by another questionnaire and another letter, (5) The information received will be presented, analyzed and interpreted, (6) Summaries and conclusions will be made, (7) Recommendations for the improvement of programs in marketing and distribution will be offered, and (8) The study will be written and completed. Federal funds total \$830.00.

VTP 1306

Title: VEMIS Backup Facility and Transfer of Functions: Phase I, Pilot Implementation.

Investigator: L. Lloyd Ruoss
Institution: Lancaster-Levanon I.U.
Sponsor: Dept. of Education, Harrisburg, Pennsylvania

Duration: January 2, 1974 To June 30, 1974

Objectives: (1) Establishing/influencing program goals and objectives, (2) Establishing/communicating policies and guidelines, (3) Establishing/applying program approval standards, (4) Collecting/reporting program descriptive information, (5) Identifying/solving problems concerning objectives, (6) Forecasting/projecting program characteristics, (7) Planning changes related to program objectives, (8) Reporting information to other agencies, (9) Coordination of planning with other agencies, (10) Researching for solution to basic program problems, (11) Evaluation of vocational programs regarding objectives, (12) Controlling the quality of vocational education, (13) Processing applications for special funding, (14) Establishing internal standard procedures, (15) Reimbursing local educational

agencies, (16) Organizing for the accomplishment of objectives, (17) Providing advisory/consultative support to the field, (18) Budgeting available vocational education funds, (19) Stimulating change through information dissemination, (20) Planning/controlling construction of new facilities, (21) Assessing short- and long-term manpower requirements, and (22) Assessing short- and long-term manpower resources.

Methodology: This proposal is designed to provide for an orderly transfer of selected VEMIS computing functions that are now being performed by the contractor. The present computing effort involves the following phases: (1) Computer printing of forms, (2) Scanning of forms, (3) Error checking of scan tapes, (4) Production of file edit error lists, (5) Production of preliminary master tapes, and (6) Production of directories and reports. Federal funds total \$11,020.00.

VTP 1307

Title: Proposal Preparatory to Nursing and Auxiliary Nursing Articulation Program Study.

Investigator: John Bacon
Institution: Butler County Community College

Sponsor: Dept. of Education, Harrisburg, Pennsylvania

Duration: March 1, 1974 To June 30, 1974

Objectives: (1) To collect and prepare background materials necessary for a study of nursing and auxiliary nursing articulation in northwestern Pennsylvania, (2) To prepare staff and cooperating institutions for the study, and (3) To arrange and schedule details of the study to follow.

Methodology: Eight schools have expressed an interest in participating in an articulation study: Butler County Community College; Slippery Rock State College; Indiana University of Pennsylvania; Lawrence County Schools, Natrona Heights, Pennsylvania; Admiral Peary Vocational School, Ebensburg, Pennsylvania; Dr. Novello, Villa Maria College, Erie, Pennsylvania. It is

evident that much preliminary work will have to be done preceding the actual proposed study. The preliminary study will begin on March 1, 1974 and continue through June 30, 1974. Personnel requirements for the preliminary study will include one professional person, having expertise in nursing education, to coordinate and plan details of the study, and one secretary. It will be the coordinator's function to assist in determining the specific needs of the study and in cooperating with the director of the study, and in finding personnel who can serve as consultants or task force members. The coordinator will also be responsible for developing the study schedule, arranging meetings, communicating with the schools engaged in the study, and corresponding with and arranging for specific consultants and workshops. Federal funds total \$13,765.00.

VTP 1308

Title: The Utilization of a Third Party Evaluator to Evaluate and Coordinate Four Career Education Projects at McKeesport, Pennsylvania; Ebensburg, Pennsylvania; Crawford County (Meadville), Pennsylvania; and Philadelphia, Pennsylvania (Second Year).

Investigator: Michael A. Ciavarella
Institution: Shippensburg State College, Pennsylvania
Sponsor: State Dept. of Education, Harrisburg, Pennsylvania
Duration: January 1, 1974 To September 1, 1974

Objectives: To serve as the official Third-Party Evaluator whose main function shall be to coordinate the second-year evaluations of the following four career education projects: (1) McKeesport Area Schools, McKeesport, Pennsylvania; (2) Admiral Peary AVTS, Ebensburg, Pennsylvania; (3) Philadelphia City Schools, Philadelphia, Pennsylvania and (4) Crawford County Area Schools, Meadville, Pennsylvania.

Methodology: (1) To provide professional and technical assistance to the four sites named above in the development and implementation of their respective evaluation plans and/or strategies; and (2) To combine the individual evaluations of the four career education sites into a Final Evaluation Report which will be

distributed to each of the project sites, the Research Coordinating Unit of the Pennsylvania Department of Education, the U.S. Office of Education, ERIC, VEIN and other agencies as appropriate. Federal funds total \$4,500.00.

VTP 1309

Title: State-Wide Computerized Model for Determining Occupational Opportunities in Nebraska.

Investigator: Fay G. Larson
Institution: Nebraska Research Coordinating Unit for Vocational Education
Sponsor: Nebraska State Board for Vocational Education, Lincoln, Nebraska
Duration: July 1, 1974 To June 30, 1975

Objectives: (1) To compile and update a master population of all firms in the state which employ one or more persons, (2) To gather data from a minimum random sample of five percent of the master population by personal interview, (3) To classify data from employers by job title and number and to cross reference by H.E.W. instructional training program number, and (4) To present compiled data in a format useable to those persons concerned with the planning and administering vocational programs as well as persons involved with career planning and selection.

Methodology: This study is designed to gather information by drawing a random sample from a yearly updated population of firms which employ one or more persons. The data will be gathered by personal interview with the employer by a University of Nebraska student interviewer. The data will be coded by job title and number using the Dictionary of Occupational Titles and cross referenced with an instructional training program number using the Office of Education's Vocational Education and Occupations. The coded data will be compiled by computer and presented in a printed report. Federal funds total \$18,393.00.

VTP 1310

Title: Home Economics Related Occupations Promotion in Nebraska

through Media, Visitations, and Professional Development.

Investigator: Cheryl G. Fedje
Institution: Kearney State College
Sponsor: Nebraska State Board for Vocational Education, Lincoln, Nebraska
Duration: July 1, 1974 To June 30, 1975

Objectives: (1) To investigate the opinions of Nebraska secondary and community college home economics teachers and administrators concerning HERO, (2) To conduct a public relations thrust which would include publications, use of mass media, and personal visitations to the target population, and (3) To identify and provide areas of competence that home economics teachers and administrators need to order to organize, implement, and administer HERO programs.

Methodology: (1) Develop instruments to determine opinions held by Nebraska secondary and community college home economics teachers and administrators regarding HERO programs and HERO youth organizations, (2) Develop programs, informative brochures, and articles for television, radio, newspapers, and professional publications, (3) Visit randomly selected home economics teachers throughout the state of Nebraska, (4) Develop a HERO program outline for undergraduate/graduate credit, and (5) Teach two "pilot" HERO courses during second semester, 1975 and a two week institute during summer 1975. Federal funds total \$13,645.00.

VTP 1311

Title: A Competency Based Program for Preparing Vocational Education Teachers.

Investigator: Dwight Cline
Institution: Kearney State College
Sponsor: Division of Vocational Education, Lincoln, Nebraska
Duration: July 1, 1974 To June 30, 1975

Objectives: (1) To identify those competencies common to all vocational teachers in Nebraska, (2) to develop modules which encompass those competencies, (3) to design a format for implementing the strategy, (4) to fi d

test the strategy, (5) to evaluate the results of the field testing and make recommendations for improvement, and (6) implement the program at Kearney State College and the other state colleges and universities.
Methodology: The general procedure for conducting the project will be to select a steering committee to identify, from existing lists, those competencies needed by all vocational education teachers in Nebraska. The second step will be to locate modules currently being used in teacher education programs which encompass those competencies. The third step will be to develop modules which encompass the remaining competencies. The fourth step will be to design a delivery system for incorporating these modules into the methods courses presently being offered at Kearney State College. The fifth step will be to field test the strategy at Kearney State College. The sixth step will be to evaluate the results of the field test and make recommendations for improvement. Federal funds total \$17,680.00.

VTP 1312

Title: A Vocational Approach to Written Communications.

Investigator: Ronald M. Hutkin and John R. Trindle
Institution: Platte Technical Community College
Sponsor: State Dept. of Education, Division of Vocational Education, Lincoln, Nebraska
Duration: July 1, 1974 To January 31, 1975

Objectives: (1) To establish if Platte Technical Community College students enrolled in written communication courses will achieve a higher level of proficiency in accomplishing the specific cognitive objectives when the objectives are placed in the context of the world of work or when the same cognitive objectives are placed in a liberal arts context, and (2) To establish if Platte Technical Community College students enrolled in written communication courses will achieve greater self-perception at the end of a given semester after accomplishing affective written communication

objectives placed in the context of the world of work or after accomplishing the same affective written communication objectives placed in a liberal arts context.

Methodology: In this research project, the post-test only control group design will be used to determine cognitive and affective differences. Full-time day students will be selected at random to establish the two experimental and two control groups. Randomization among the four groups will be accomplished through standard registration procedures. Federal funds total \$3,500.00.

VTP 1313

Title: Lincoln Career Education Project.

Investigator: Carl R. Spencer

Institution: Lincoln Public Schools

Sponsor: State Dept. of Education, Division of Vocational Education, Lincoln, Nebraska

Duration: May 7, 1974 To May 6, 1975

Objectives: (1) To provide leadership for the development of a cooperatively designed plan in which existing structures and services are integrated with necessary additional structures and services to achieve an improved program for delivering career education to youth, and (2) To provide management and support services necessary to assist participants--cooperating educational agencies, businesses, industries, unions, governmental agencies, community agencies, parents, and student--in executing the plan.

Methodology: In the Placement Component, project staff will develop and assist schools and community to implement two major programs: (1) a service for exiting students which will assist them in making the next appropriate step in the career development plan, and (2) a system for identifying, and developing resources in the community which will make a contribution to students' career development; for recording, indexing, and communicating information about those resources to users in schools; and for assisting users to make use of community resources in career development and placement. Federal funds total \$44,750.00.

VTP 1314

Title: Coordination of Field Services for Students Having Completed a Vocational Training Program at the Youth Development Center and Returned to Their Home Community.

Investigator: Brad W. Bigelow

Institution: Youth Development Center - Farney

Sponsor: State Dept. of Education, Division of Vocational Education, Lincoln, Nebraska

Duration: April 16, 1974 To April 15, 1975

Objectives: The purposes of this project are to serve as a liaison between the institutional vocational training programs in which students have participated, and the community. Emphasis would be placed upon assisting in further vocational training when appropriate, finding employment, insuring consistent work habits, and aiding in the student's personal adjustment as well.

Methodology: The coordinator would acquire a caseload through contact with vocational instructors and Vocational Rehabilitation Services, who, at an institutional level, are familiar with the student's progress, potential for training, and readiness for employment. The coordinator would then be involved, in cooperation with juvenile parole, in developing a plan for the student in terms of placement and the establishment of realistic vocational goals. In addition to regular contact with the student, the coordinator would also conduct weekly group meetings, to promote greater personal adjustment. He would also develop a comprehensive file containing suitable training programs and sources of employment in which the student might be involved. The coordinator would then maintain regular contact with the agency or employer to determine the student's adaptability and progress. Federal funds total \$13,639.00.

VTP 1315

Title: Career Exploration Through Technology.

Investigator: Gilbert R. Brauer
Institution: Southeast Community College
 Board for Milford Campus, Milford,
 Nebraska
Sponsor: State Dept. of Education,
 Division of Vocational Education,
 Lincoln, Nebraska
Duration: June 10, 1974 To June 14, 1974

Objectives: (1) To provide secondary students with short-term exploratory experiences within one or more curriculum divisions at the College, (2) To provide secondary students with at least one competency in one or more of the curriculum divisions, and (3) To develop and enhance the concept of community services provided by the College in vocational technical areas.

Methodology: The PERT Chart for Program Development, as designed for 1973 project, would be followed - initiation through final evaluation and follow-up. Such activity would involve a period of approximately six months - development through conclusion of project. Many staff on campus, in addition to public school personnel, will be involved. Federal funds total \$2,500.00.

VTP 1316

Title: A Career Awareness Model
 Incorporating Constructional Activities
 in Grades K Through Six.

Investigator: F. Milton Miller
Institution: University of Missouri-
 Columbia
Sponsor: State Dept. of Education,
 Jefferson City, Missouri
Duration: February 1, 1974 To June 30,
 1975

Objectives: (1) Review selected career education projects K through 6 that include the use of constructional activities in meeting their career awareness objectives, (2) Identify the constructional activities that have been most effective in facilitating the projects reviewed in obtaining their career awareness objectives, (3) Identify tools, materials, and skills needed by elementary teachers when utilizing constructional activities in meeting the career awareness objectives, (4) Synthesize the results of objectives

1, 2, and 3 and develop an in-service model for a program which will facilitate the achievement of career awareness objectives through the use of constructional activities for children in grades K through 6, (5) Pilot test an in-service model for an instructional program which will facilitate the achievement of career awareness objectives through the use of constructional activities for children in grades K through 6, and (6) Provide local school districts in the State of Missouri with an in-service model for instructional programs which will facilitate the achievement of career awareness objectives through the use of constructional activities for children in grades K through 6.

Methodology: (1) Visit and observe selected career education programs K through 6 that are now using constructional activities in their career educational programs, (2) Review the projects reports of pilot, experimental and exemplary career education programs utilizing constructional activities at the elementary school level, (3) Synthesize the reports to identify effective practices of career education programs that have utilized constructional activities, (4) Prepare matrices that identify the most common and effective tools, materials, and skills utilized in the selected projects that were reviewed, (5) Develop an in-service model for assisting elementary school teachers in local districts in the use of constructional activities in career education programs, (6) Prepare a multimedia presentation to communicate the model, (7) Pilot test the in-service model with elementary teachers, (8) Revise the model and supportive media as per the pilot test, and (9) Make a multimedia in-service package available to local districts through the Missouri State Department of Education. Federal funds total \$17,755.00.

VTP 1317

Title: The Career Planning Function of Selected Practical Arts Programs in Southwest Missouri.

Investigator: Lawrence C. Drake

Institution: Southwest Missouri State University, Springfield, Missouri
Sponsor: State Dept. of Education, Jefferson City, Missouri
Duration: July 1, 1974 To June 30, 1975

Objectives: To ascertain what instructional techniques Southwest Missouri secondary youth are being exposed to through practical arts programs that contribute toward individual career planning processes.
Methodology: (1) To survey consenting Southwest Missouri Area Vocational-Technical Schools' student bodies in identifying those secondary schools that have practical arts programs that tend to be successful as feeders to vocational-technical education programs, (2) To identify practical arts instructors in Southwest Missouri that make contributions to career planning instructional techniques through a survey of counselors and/or directors of area vocational-technical schools in Southwest Missouri, practical arts supervisors in Southwest Missouri, chairpersons in teacher education practical arts programs in Southwest Missouri, and Missouri Department of Education practical arts supervisors, (3) Obtain permission and conduct a structured interview encompassing the objectives of the project of the selected Southwest Missouri Practical Arts instructors which shall include a visit to the facilities of that program where feasible, (4) Analyze the data, make recommendations, and write the report, and (5) Disseminate the report to the secondary schools of the Southwest Missouri with encouragement to make their practical arts programs more effective in career planning for youth. Federal funds total \$9,288.00.

VTP 1318

Title: Exploration in the Junior High School.

Investigator: George Washburn
Institution: The Independent School District of Boise City, Idaho
Sponsor: Office of Special Services, Boise, Idaho
Duration: January 21, 1974 To June 30, 1974

Objectives: To help students develop a better understanding of the relationships between academic subjects and occupational fields, to develop in pupils positive attitudes about the personal and social significance of work as it relates to individuals, to expand students' occupational awareness and realistic aspirations, to expand students' understandings of their interests and abilities, and to help students determine through hands-on experiences their interests and abilities.

Methodology: (1) Develop enrichment curriculum activities involving relationships among mathematics, science, social sciences, language arts, industrial arts, home economics and other skill training areas, (2) Pilot these developed activities in one classroom in each grade level (7, 8, & 9) in each subject area involved, (3) Develop and teach voluntary classes in health occupations, mechanical and repair, food services, woodworking, and typing/clerical areas for all grade levels (7, 8, & 9), (4) Administer the OVIS and GATB to all pilot eighth grade students followed by interpretation and evaluation sessions with these students and their parents, and (5) Develop simulation field trip activities through the use of video taping which can be used in many classroom situations. Federal funds total \$23,300.00.

VTP 1319

Title: Preliminary Implementation of Office Simulation Lab.

Investigator: Frederick Mrerode
Institution: Lakeshore Technical Institute
Sponsor: Wisconsin Board of Vocational, Technical and Adult Education
Duration: January 1, 1974 To June 30, 1974

Objectives: Lakeshore Technical Institute has as one of its objectives the installation and implementation of a Simulated Office. To this end, the administration has provided specific space in a school currently under construction that will be operational for 1974-75. At this time, the objectives can be defined as Preliminary

Implementation and Implementation.
Preliminary implementation covers the period from the present to December, 1974. During this time, we will be examining, organizing, and planning for equipment and materials to be installed in an area in the new school specifically designated as a Simulated Office. One instructor, Mr. Curt Sharp, has been designated as the staff member chiefly responsible for this work. He is being assisted by Mrs. Nancy Skebba. The implementation of our Simulated Office will take place in January, 1975. This will be the second semester of the 1974-75 school year.
Methodology: (1) Two staff members will evaluate equipment and materials to be used in our simulated office, (2) The materials available from 3M Company, APEX, will be evaluated and organized for implementation at a later date, (3) Equipment not included in APEX, Word Processing Center with Mag Card Typewriters and desk telephones will be incorporated into the project, (4) Travel will be used when necessary to seek out expertise in this area, and (5) Curriculums will be revised in Secretarial Science and Vocational Office Occupations to avoid duplication of instruction. Federal funds total \$1,431.00.

VTP 1320

Title: Implementation of Terminal Applications for Computer Assisted Instruction (CAI).

Investigator: Harold R. Cuhaley
Institution: Fox Valley Technical Institute
Sponsor: Wisconsin Board of Vocational, Technical And Adult Education, Madison, Wisconsin
Duration: February 27, 1974 To July, 1974

Objectives: (1) To develop and purchase CAI programs which can be used for alternate methods of instruction, (2) To develop methods of instruction through CAI, (3) To modify and add necessary peripheral terminals to existing computer installation at Fox Valley Technical Institute for implementation of CAI, (4) To train staff at Fox Valley Technical Institute in the use of

terminals for Computer Assisted Instruction, and (5) To have a number of students complete a lesson or series of lessons in various disciplines taught at Fox Valley Technical Institute.

Methodology: (1) Identify staff for participation in project, (2) Obtain existing CAI programs in various disciplines from schools now using CAI, (3) Determine type of equipment necessary to complete installation of terminals, (4) Prepare materials on methods of instruction for CAI for distribution to faculty, (5) Install terminals and other peripheral equipment for workshop, (6) Conduct training sessions for students and faculty on use of CAI, and (7) Prepare and disseminate reports of results of project. Federal funds total \$19,162.00.

VTP 1321

Title: A Comparison of Academic Achievement in Full-Time and Part-Time Area Vocational-Technical High Schools.

Investigator: Donato B. Zucco
Institution: University of Pittsburgh
Sponsor: Dept. of Education, Harrisburg, Pennsylvania
Duration: No data

Objectives: To determine if academic achievement of students in a full-time comprehensive area vocational-technical high school compare to the academic achievement of students in the participating high schools who attend part-time area vocational-technical schools.

Methodology: Four schools, the largest (school enrollment) full-time comprehensive area vocational-technical school and part-time area vocational-technical school as well as the smallest (student enrollment) full-time comprehensive area vocational-technical school and part-time area vocational-technical school will constitute the sample population. If difficulty is encountered in having the largest or smallest AVTS participate in the proposed study this researcher will move to the next largest or next smallest AVTS. All senior students enrolled in the trade and industrial

program in the four sample schools will constitute the sample students for the proposed study. Each students will complete a SCAT and opinions questionnaire. Federal funds total \$697.00.

VTP 1322

Title: Development of Individualized Instructional Packages in Machine Tool (Engine Rebuilding).

Investigator: Robert D. Klingler
Institution: Delaware County School District
Sponsor: Dept. of Education, Harrisburg, Pennsylvania
Duration: January 2, 1974 To June 30, 1974

Objectives: (1) To identify a procedure using the teacher, media specialists and resources of the school, (2) A format will be defined for use in organizing individualized learning materials, and (3) Individualized learning packages will be developed for one level (year) of Machine Tool education.

Methodology: The teacher of engine rebuilding will prepare a script for each task described in the unit behavioral objectives for his first level (year) course. A professional photographer and announcer will prepare the film and sound materials described in the script. A typist and illustrator will prepare the written directions for offset printing. These materials will be collected by unit objective in a suitable ring binder. Copies of these materials will be presented in the final report for entering into the ERIC system. Federal funds total \$4,584.00.

VTP 1323

Title: Radio Programs and Informational Audio Materials on Career Education Opportunities in Phelps County.

Investigator: George Schowengerdt
Institution: The University of Missouri-Rolla
Sponsor: State Dept. of Education, Jefferson City, Missouri
Duration: April 29, 1974 To December 30, 1974

Objectives: (1) To produce 20-25 feature radio programs, approximately four minutes in length, on the career education opportunities in Phelps County, (2) To broadcast each of these programs at least three times over KUMR, the University of Missouri FM radio station at Rolla, (3) To prepare and duplicate audio tapes describing the career education opportunities in Phelps County, each to be approximately 15 minutes in length, and (4) To distribute audio cassette copies of the descriptive tapes to approximately 30 locations where they will be available to individuals needing career information.
Methodology: The development of career education opportunities materials would be accomplished by visiting with students, teachers, and administrators involved with each of the training programs. These interviews would be recorded on location so that the spontaneity of the individuals participating and the atmosphere of the setting could be utilized as part of the final product. Feature programs produced from these materials would be broadcast over KUMR during the summer of 1974 so that the area residents would be informed of the career education opportunities in time to begin training that fall. The interview material would then be used to produce the longer presentations on each program, approximately 15 minutes in length, to be duplicated on audio cassettes for distribution in the area. Federal funds total \$2,720.00.

VTP 1324

Title: A Program to Obtain Industrial Input in Program Development.

Investigator: R. T. Livingston
Institution: Linn Technical College
Sponsor: State Dept. of Education, Jefferson City, Missouri
Duration: September 24, 1973 To June 7, 1974

Objectives: To design a mechanism to involve industrial personnel (advisory boards) in the developmental stage of program planning.
Methodology: Ten members of the industrial community (personnel and

management) will address themselves to a comprehensive agenda. The members will then be open to questions from Linn Tech and Department of Education personnel. Results will be finalized in booklet form for dissemination. Federal funds total \$700.00.

VTP 1325

Title: Development of an Individualized Instruction Module: Use of the Metric System: Weight, Linear, and Volume.

Investigator: Melba Pruitt
Institution: Junior College District of St. Louis
Sponsor: State Dept. of Education, Jefferson City, Missouri
Duration: June 10, 1974 To June 28, 1974

Objectives: To develop a teaching module.

Methodology: To define the limits, write the objectives, and determine the method of presentation for meeting the objective. Federal funds total \$700.00.

VTP 1326

Title: Phelps County Vocational Development Clinic.

Investigator: Gene Van Matre
Institution: University of Missouri-Rolla
Sponsor: State Dept. of Education, Jefferson City, Missouri
Duration: March 11, 1974 To September 13, 1974

Objectives: Provide short-term vocational counseling for information and decision making to out-of-school youth and adults of Phelps County. Provide assembled resource persons opportunity and experience necessary to assess the need for and possibility of coordinated effort in providing services to above population of Phelps County. Obtain data relative to career development needs of above population.

Methodology: A staff of 10 resource people will be assembled to conduct a three day clinic. The resource people will represent agencies which have a counseling or information giving function relative to vocational

development opportunities in Phelps County. An invitation will be extended to the public through the news media, to employees of business and industry through employers, and to school drop-outs individually. Invitations or announcements will have a brief form for requesting vocational interest testing. Federal funds total \$640.00.

VTP 1327

Title: Career Training and Placement for Handicapped Students.

Investigator: Benny L. Gooden
Institution: Montgomery City Public Schools
Sponsor: State Dept. of Education, Jefferson City, Missouri
Duration: September 1, 1974 To June 1, 1975

Objectives: (1) To find out local employer attitudes toward the employment of handicapped juveniles, (2) To discover what employment opportunities are most appropriate for those students possessing the various handicapping conditions and which of these are available locally, (3) To find what pre-employment experiences are required for effective placement of handicapped students both during school age and upon graduation/termination, and (4) To find how placement of the handicapped student may best be effected and what follow-up is required.

Methodology: (1) Attitude survey of employers toward the handicapped, (2) Analysis of employment opportunities, (3) Design of individualized training programs, and (4) Placement and follow-up of handicapped students. Federal funds total \$5,850.00.

VTP 1328

Title: A Pilot Program to Develop a State Model of Leadership Development for State and District Officers and Advisors of Vocational Youth Organizations in Missouri.

Investigator: John E. Elias
Institution: University of Missouri
Sponsor: State Dept. of Education, Jefferson City, Missouri
Duration: July 1, 1974 To June 30, 1975

Objectives: To develop a state model of leadership development for state and district officers and advisors of vocational youth organizations in Missouri which in succeeding years can be operated and implemented by the appropriate staff of the Division of Career and Adult Education.

Methodology: Those leadership skills common to advisors and officers of the vocational youth organization will be identified and developed into instructional programs. Joint conferences for the advisors and officers will be conducted. Federal funds total \$19,500.00.

VTP 1329

Title: Missouri Vital Information for Education and Work-Missouri Occupational Training Information System (MView-MOTIS).

Investigator: Thomas J. Lewson
Institution: Hazelwood School District
Sponsor: State Dept. of Education, Jefferson City, Missouri
Duration: July 1, 1974 To June 30, 1975

Objectives: (1) To design and place on microfilm an occupational information system that is reliable and can be modified as the requirements of occupations change, (2) To develop a sampling questionnaire to determine the reaction of students to scripts prior to their being microfilmed, (3) To develop and print a guidebook for counselors and teachers who use the retrieval system, (4) To develop and print a self-instructional handbook for students who use the retrieval system, and (5) To conduct a workshop(s) for the purpose of implementing a prototype of the microfilmed occupational information retrieval system (MView-MOTIS) in the Hazelwood School District.

Methodology: The director will send out questionnaires, research the Dictionary of Occupational Titles and research MOTIS. He will select specific vocations and develop occupational scripts on them. These scripts will be subjected to a random sample evaluation by senior high students. When scripts meet the evaluative criteria, they will be microfilmed. Once the MView-MOTIS microfilmed deck is compiled, the

director will develop an Index System. He will then supervise the development of a staff user manual and a student manual. He will conduct a workshop(s) for key personnel prior to implementing a prototype of the MView-MOTIS microfilmed occupational information retrieval system in the Hazelwood School District. Federal funds total \$25,000.00.

VTP 1330

Title: Development of a Systematic Approach to Followup Evaluation--Phase II.

Investigator: Joyce L. Felstehausen
Institution: Eastern Illinois University

Sponsor: Illinois State Board of Vocational Education and Rehabilitation, Division of Vocational and Technical Education, Springfield, Illinois
Duration: September 1, 1973 To August 31, 1974

Objectives: (1) To evaluate the procedures, content, and formats established in Phase I development and to refine the system, (2) To identify alternatives for automating the system and select methods and formats to be used, (3) To automate the system, and (4) To implement the system and carry it through the first followup cycle.

Methodology: (1) Mail evaluation instruments to LEA contact personnel participating in the initial developmental phase for the purpose of evaluating and refining the processes and procedures of the system. Tabulate and analyze results. (2) Meet with LEA Advisory Committee to review and refine the system. (3) Meet with D.V.T.E. personnel to review data needs, cycle time frames and refinement of the system. (4) Select methods and formats to be used for automating the system and automate the processes and procedures. (5) Pilot test the system. (6) Refine and debug the system. (7) Implement the first cycle of the followup system. (8) Prepare and disseminate LEA Followup Reports. (9) Prepare and disseminate Final Project Report including systems documentation. Federal funds total \$40,000.00.

VTP 1331

Title: Analysis of Current Manpower Labor Market Information for Illinois Phase II.

Investigator: R. Hattwick, J. Niss, and N. Walzer

Institution: Western Illinois University, Center for Business and Economic Research, Macomb, Illinois

Sponsor: Illinois State Board of Vocational Education and Rehabilitation, Division of Vocational and Technical Education, Springfield, Illinois

Duration: October 1, 1973 To June 30, 1974

Objectives: (1) To evaluate the effectiveness of the job openings forecasting manual developed under a 1972-73 contract with DVTE, (2) To revise the manual on the basis of the evaluation, and (3) To improve the data base on which the manual has been constructed.

Methodology: A series of 6 tasks will be undertaken. The two most important tasks are (1) a survey of employers to determine patterns of utilizing vocationally trained manpower and (2) close work with selected planners in helping them try out the manual. Federal funds total \$34,934.00.

VTP 1332

Title: Survey of Governmental Agencies to Determine Job Opportunities and Related Training Possibilities (RFP Code C-4321).

Investigator: Joseph Domitrz

Institution: Western Illinois University

Sponsor: Illinois State Board of Vocational Education and Rehabilitation, Division of Vocational and Technical Education, Springfield, Illinois

Duration: May 1, 1974 To January 31, 1975

Objectives: (1) To identify the occupations for which the local, state and federal government demand in Illinois offers high employment potential, (2) To determine the skills and procedures necessary to obtain employment in those occupations, (3) To determine the opportunities for vocational education schools (Secondary and post-secondary to

train individuals to enter those occupations), and (4) To determine opportunities for in-service training offered by vocational, secondary and post-secondary schools for government employees.

Methodology: (1) Personal interviews will be conducted with a cross section of local state and federal agencies. The interviews will be probing and will yield detailed information on specific occupational needs of each agency. The interviews will also probe for opportunities for in-service training. (2) A mail survey will be used to broaden coverage of municipal government with respect to some aspects of various occupations (such as police work). (3) A projection of job openings for 1975-79 will be made. (4) A final report of two volumes will be produced. Federal funds total \$9,999.00.

VTP 1333

Title: Detail Design and Implementation of the DVTE Management Information System.

Investigator: Davis, Kane, Hendee, Sandy
Institution: Robert Davis Associates, Inc., Atlanta, Georgia

Sponsor: Illinois State Board of Vocational Education and Rehabilitation, Division of Vocational and Technical Education, Springfield, Illinois

Duration: November 1, 1973 To August 31, 1974

Objectives: To prepare the necessary instruments, software, etc. to operationalize a vocational education management information system in the four-county St. Louis SMSA area (Madison, Monroe, St. Clair, Clinton) and design the system in such a way that it can be replicated throughout other select areas in the State of Illinois. A secondary objective of this activity is to develop the necessary supportive materials to make the MIS system an integral part of the Division activities and establish the necessary data files to operate the system through a one-year cycle.

Methodology: (1) Refinement of System Requirements--A review and update of all non-general requirements and the subsequent conversion of those requirements into the necessary detailed requirements and design of the total

system, (2) Detail Design of the System--Based upon the documented requirements of the system, detailed instruction, program specifications, procedures and policies will be formulated and documented to enable the user to see and approve the final outputs and operation of the system, (3) Programming and Testing of the System--The development of system programming and testing activities directly related to the detailed system specifications and more importantly the detailed procedures, and (4) Training at the Division Level--Detailed procedures in making the system an integral part of Division activities. Federal funds total \$109,870.00.

VTP 1334

Title: Cost Differential Analysis in Regular Secondary Schools and Area Vocational Centers - Phase II.

Investigator: Dennis C Nystrom
Institution: Board of Trustees of Southern Illinois University
Sponsor: Illinois State Board of Vocational Education and Rehabilitation, Division of Vocational and Technical Education, Springfield, Illinois
Duration: September 1, 1973 To August 31, 1974

Objectives: (1) Design cost accounting system for occupation program cost analysis, (2) Develop computer based cost analysis model, (3) Test model with "live data" in four regular secondary schools and two area vocational centers, (4) Prepare written report documenting the cost analysis capabilities of the model, and (5) Make recommendations re: the implementation of the proposed system on a statewide basis.

Methodology: The proposed twelve month project will be divided into four major phases. Phase I (September 1, 1973, October 31, 1973) will be devoted to orientation of participating schools' personnel, development of data gathering instruments and experimental design of the cost model. Phase II (November 1, 1973-January 31, 1974) will be concerned with the computer program development. Phase III (February 1, 1974-April 30, 1974) will be designated for the parallel

running of the model under live conditions. Phase IV (May 1, 1974-August 31, 1974) will involve the finalizing of procedures, documentation of the system, and preparation of a written report to include an evaluation of the cost model and recommendations re: the feasibility of its adoption into the statewide MIS. Federal funds total \$69,939.00.

VTP 1335

Title: College Curriculum for Correctional Instructional Personnel.

Investigator: Stuart B. McKenty
Institution: EPD Consortium C, Houston, Texas

Sponsor: Texas Education Agency, Austin, Texas

Duration: April 15, 1974 To June 30, 1974

Objectives: To develop survey instruments for both instructional personnel and students of The Texas Department of Corrections and The Texas Youth Council as well as to collect data from the federal and military prison systems to ascertain the specific needs of instructional personnel in a correctional setting, and to assist in determining if these needs are most appropriately met through university programs or through other types of preservice and inservice activities.

Methodology: A task force representing the Texas Department of Corrections, The Texas Youth Council, Sam Houston State University, Texas A & M University, and Consortium C will meet to develop the parameters of the survey-questionnaires. Dr. Audean Allman will serve as project writer developing the survey instruments, which will then be sent to an appropriate sample population of staff and students. The replies will then be formulated into a study document for further action by the Task Force and its membership. Federal funds total \$6,796.00.

VTP 1336

Title: Development of Instructional Module, "Health Care Organizations, Facilities and Personnel".

Investigator: Irene Ramey
Institution: Texas Woman's University,
 Institute of Health Services, Denton,
 Texas

Sponsor: Division of Occupational
 Research and Development, Dept. of
 Occupational and Technical Education,
 Texas Education Agency, Austin, Texas
Duration: May 10, 1974 To January 31,
 1975

Objectives: (1) To convene a workshop
 designed to develop an instructional
 module, "Health Care Organizations,
 Facilities and Personnel", (2) Construct
 instructional materials during this
 workshop needed to implement the
 behavioral objectives, learning
 activities and evaluation instruments
 developed by the workshop participants,
 and (3) Test the effectiveness of the
 instructional module through first a
 pilot study, then later, a field test
 using HOCT programs in Texas.

Methodology: A three-day workshop
 composed of two HOCT Coordinators, two
 consultants in Health Occupations
 Education, Texas Education Agency, one
 consultant in audio-visual material,
 one artist and one secretary will be
 convened to develop the module. The
 participants will develop the
 objectives, learning activities,
 evaluation instruments and instructional
 materials for the instructional module.
 Federal funds total \$3,147.00.

VTAE schools to utilize NTIS, (3) To
 develop a self-instructional system
 for accessing the information from
 NTIS which relates to VTAE problem
 areas, and (4) Evaluate the impact of
 the three pilot self-instructional
 systems to determine if they bring
 about increased motivation and
 utilization of the systems.

Methodology: (1) Revise and reproduce
 seventeen self-instructional packages
 for users of the ERIC system, (2)
 Evaluate the impact of the ERIC self-
 instructional packages, (3) Design,
 develop art work and produce three
 pilot motivational type self-
 instructional packages for users of
 NTIS, (4) Evaluate the impact of the
 motivational packages through reactions
 from selected VTAE staff, (5) Develop
 three slide/tape series for accessing
 NTIS to include how the user may
 obtain the fiche or hard copy, and (6)
 Evaluate the slide/tape series to
 determine problems encountered in
 accessing NTIS fiche, etc. Federal funds
 total \$2,039.00.

VTP 1337

Title: Self-Instructional Slide/Tape
 Series for ERIC and NTIS Users.

Investigator: Baulah Howison
Institution: University of Wisconsin-
 Stout

Sponsor: Wisconsin Board of Vocational,
 Technical and Adult Education, Madison,
 Wisconsin

Duration: January 2, 1974 To July 1,
 1975

Objectives: (1) To develop a self-
 instructional package for users of the
 ERIC system which is relatively easy to
 use and motivate staff to use the system,
 (2) To develop a self-instructional
 package which will encourage and motivate
 the vocational-technical educators in the

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