

9-1918

The Quarterly of the Washington State Normal School Ellensburg. Extension Department II. Correspondence Study

Central Washington University

Follow this and additional works at: <https://digitalcommons.cwu.edu/catalogs>

Recommended Citation

Central Washington University, "The Quarterly of the Washington State Normal School Ellensburg. Extension Department II. Correspondence Study" (1918). *Course Catalogs*. 38.
<https://digitalcommons.cwu.edu/catalogs/38>

This Book is brought to you for free and open access by the University Archives and Special Collections at ScholarWorks@CWU. It has been accepted for inclusion in Course Catalogs by an authorized administrator of ScholarWorks@CWU. For more information, please contact scholarworks@cwu.edu.

VOL. XI

SEPTEMBER 1918

No. 2

THE QUARTERLY

OF THE

Washington State Normal School


ELLENSBURG



EXTENSION DEPARTMENT

II. CORRESPONDENCE STUDY

Entered at the Ellensburg, Washington, Postoffice as Second-class Matter.

OLYMPIA, WASH.
FRANK M. LAMBORN  PUBLIC PRINTER
1918

CALENDAR FOR 1918-1919

First Quarter

Registration.....	September 28-30
Classes Meet.....	October 1
Thanksgiving Vacation.....	November 28-December 1
Quarter Closes.....	December 20
Christmas Vacation.....	December 20-January 3

Second Quarter

Registration.....	January 3 and 4
Classes Meet.....	January 6
Quarter Closes.....	March 28

Third Quarter

Registration.....	March 29-31
Classes Meet.....	April 1
Commencement.....	June 12

Fourth Quarter

(Summer Session)

Registration.....	June 16
Classes Meet.....	June 17
First Term Closes.....	July 25
Second Term Opens.....	July 28
Quarter Closes.....	August 29

THE WASHINGTON STATE NORMAL SCHOOL

AT ELLENSBURG

EXTENSION DEPARTMENT

II. CORRESPONDENCE STUDY

General Plan

The Extension Department of the Ellensburg State Normal School is maintained for the purpose of extending to teachers in the field an opportunity to secure professional contact with the Normal School and a chance to earn credits towards future certification. The plan of credit study outlined in this bulletin is proposed to meet the needs of those teachers who cannot well organize themselves into regular extension classes yet who desire to improve themselves professionally through some type of non-resident work during their active teaching time.

Two types of correspondence work are offered:

1. Pure correspondence work. The students carry on the course entirely by correspondence. Upon registration — outlines, questions and reference books are forwarded to the student who completes the work of the assignment and sends back such reports as are called for. The ordinary course consists of twelve lessons with such final examinations as may seem necessary. Upon completion of the work the specified amount of credits for the course will be recorded. The time taken to complete a course will of necessity depend upon the amount of time the student devotes to the lessons and the rapidity with which he is able to work.

2. Combination of laboratory work and correspondence study. Certain subjects dealing very closely with problems found in the actual school room or community seem capable of better treatment by combining the careful study of the details of the teacher's actual problems with correspondence work than by attempting to give the course simply by correspondence. In this way the teacher will be enabled to utilize in her own class room a large amount of material which she develops thru the correspondence work. An example of this would be a development of laboratory and correspondence work as applied to Arithmetic for the grades. As in pure correspondence work when a required amount of work is satisfactorily completed, credits for the course will be recorded.

Registration and Fees

Registration consists of a settlement by correspondence or otherwise of the course to be taken and the payment of the required fee. The fee for correspondence work is \$2.50 for each credit hour. For example, a course giving two credit hours will cost \$5.00. Another course giving three credit hours would cost \$7.50. Thus it will be seen that the cost depends upon the credit given and not upon the time occupied by the work. In addition, the student must pay postage on all manuscripts returned to him as well as the expenses mentioned under reference, library and text books. Fill out and return the blank on page 15. Do not forget the fee.

Reference Library

Arrangements have been made with the library whereby students who do not have sufficient library material to handle the work, may secure the necessary books from the Normal School Library by the payment of 10 per cent of the cost of the books and postage from Ellensburg.

Courses Offered

For the purposes of correspondence study the following list of courses has been chosen from the work offered in the Ellensburg State Normal School. An attempt has been made to present only such work as may be consistently undertaken by the methods outlined above. All of the courses are regular Normal School Courses and if the student has either Normal School standing or qualification necessary for Normal School entrance, they can stand for full Normal School credits, provided that: "Not more than one-fourth of any course leading to graduation shall be taken in extension courses." (Passed June 18, 1917.) If the desired course is not found in this list, write at once to the office asking for the work you desire. If it is possible to give such a course by either of the methods suggested, we will be glad to do so.

Address all inquiries in regard to this work to George H. Black, President, Washington State Normal School, Ellensburg, Washington.

OUTLINE OF COURSES BY DEPARTMENTS

For the purpose of indicating to prospective students the courses offered in the various departments, the following outline of titles of courses with brief comments thereon is presented. In any case where students desire detailed information concerning any particular course, direct requests should be sent to the office of the President. The outline does not necessarily indicate all of the courses which may be offered during the year. The school reserves the right to announce additional courses where special demand for such courses presents itself.

AGRICULTURE

MR. HALL

1. General Agriculture. This course will deal with important fundamental principles in the field of agriculture and the general practice of crop production, tillage, plant propagation, orcharding, poultry-raising, dairying, meat production, etc. Primarily, the aim will be to give the teacher a clear conception of the scope of this field, to teach underlying principles and to show the relation of agriculture to other rural subjects. 3 credit hours.

3. Farm Projects. A course for teachers who wish to go out into the country and organize the project work among the boys and girls. The course may be taken by teachers who are now doing work in the country schools as well as those who are preparing for such work. The work will include frequent visits to localities where certain projects are being handled. Students may take up the projects in which they are especially interested, making it possible for several kinds of projects to be handled at the same time. Pig, canning, sewing, corn, rabbit, poultry, garden, sheep and other projects that may be called for will be given. The work will be handled in such a way that the one taking it can make immediate application in his or her community. This will necessitate keeping in touch with the actual workers on the farm and in the home, school and factory.

Laboratory and correspondence. 3 credit hours.

ART

MISS HUNT

1. Drawing, Figure Sketching and Illustrating. For primary grades. Charcoal, crayon and blackboard work. 2 credit hours.

5. Occupation Work and Applied Art for Rural Schools. This course is a modification of the regular art work in the one-room rural school. Only such occupations and problems relating to rural school conditions will receive special attention.

Laboratory and correspondence. 3 credit hours.

9. Art Appreciation and History of Art. Pictures will be studied for an understanding of the art qualities and to develop an appreciative liking for fine pictures. Readings of the great art periods in architecture, sculpture and painting will be assigned. 2 credit hours.

BIOLOGICAL SCIENCES

DR. MUNSON

1. General Biology. Lecture course on general biological sciences, anatomy, histology, ecology, taxonomy, distribution, embryology of plants and animals; genetics; differentiation, specialization, division of labor; the development of plant and animal tissues and organs; the fundamental biological functions of reproduction, nutrition, growth, self-preservation by protective devices and instincts—sensibility, sense organs and movement—animal behavior. 3 credit hours.

10. Nature Study. A study of the environment of the school with special needs of teachers in the grades in view.

(a) Development of proper attitude to the subject.

(b) Familiarity with the common things—rocks, soil, streams, hills, rain, sunshine, clouds, fog, evaporation, condensation, thunder and lightning, winds, ice, frost, snow, floating bodies, atmosphere, germs, gas, burning coal, temperature, seasons, plants and animals, landscape architecture, tree planting, etc.

(c) Material for general exercises based on the science of common things.

Laboratory and correspondence. 2 credit hours.

BUSINESS EDUCATION

MR. DRAPER

1. Elementary Business Education. This course includes an elementary course in double entry bookkeeping, special study of business forms such as invoices, statements, checks, drafts, promissory notes and business arithmetic pertaining thereto. 3 credit hours.

2. Farm and Household Accounting. This course deals with the application of double entry bookkeeping to farm and household

accounting, including the preparation of budgets, and cost records, and exercises in arithmetic pertaining to this course.

Laboratory and correspondence. 2 credit hours.

5. Applied Arithmetic. A general course with special reference to preparation for the application of arithmetic to business life in the State of Washington. A part of the course will be a thoro review to test the student's knowledge of arithmetic in general.

Laboratory and correspondence. 2 credit hours.

6. Commercial Geography. A study of raw materials forming the basis of commerce and of the machinery of commerce in general.

Laboratory and correspondence. 2 credit hours.

EDUCATION AND PHILOSOPHY

MR. STEPHENS, MR. SWETMAN, MR. WOOSTER, MISS LYTTON, MR. WHITNEY

1. Principles of Education. The aim of this course is to lay the foundation for the practice of teaching. (1) A general introduction to the profession, with special reference to (a) the duties and privileges of the teacher, (b) the opportunities and rights of the child, (c) the problems and demands of the community. (2) An attempt is made to formulate a body of educational principles applicable to the problems of the elementary school. These principles are derived from the present facts of (a) psychology, (b) original nature of the child, (c) classroom practice. 5 credit hours.

5. History of Education. This course is presented strictly from a vocational point of view. (1) A survey of such institutional movements, theories and practices of other nations past and present as are calculated to throw light upon our problems of education. (2) A survey of the history of elementary education in the United States for the purpose of bringing the teacher into sympathetic touch with such phases of growth and development of our national system as are necessary for the advancement of our present movements in educational organization and administration. 2 credit hours.

8. School Management and School Law. This course will be based upon the problems of elementary schools in general and particularly rural schools within the state. The basal outline of the course will be the State Manual of Washington. Included in this course will also be a study of the specific provisions of the school laws of Washington in so far as these directly affect teachers in elementary schools. 2 credit hours.

9. The Measurement of Educational Products. This course deals with the necessity for knowing the amount of change that takes place in human beings thru education. Emphasis is placed on measuring educational products objectively rather than by personal opinion. An acquaintance is made with the standard scales available for present use. During the last weeks of the course the students give several of the tests in nearby schools, score the papers and interpret the results.

Other quantitative problems in education are included, such as retardation, correlations, graphical representation of educational facts, a rational system for teachers' marks.

Laboratory and correspondence. 2 credit hours.

SPECIAL METHODS

MR. WOOSTER

13. General Methods Applied to Rural Schools. A discussion of the common principles and procedures in the teaching of common school subjects in rural schools. 2 credit hours.

DEPARTMENT OF ENGLISH AND MODERN LANGUAGES

MR. HINCH, MISS DAVIDSON

1. Child Literature. The material for the English courses in the primary grades will be examined and students will be asked to familiarize themselves with the best methods for utilizing it. 3 credit hours.

2. Juvenile Literature. This course offers a careful examination of the content of the English courses in the intermediate grades together with methods of presentation. The emphasis in this course is directed especially toward subject-matter for intermediate grade English. 2 credit hours.

4. Types of Poetry. Stressing always the material suitable for grade work, but using other material for the development of literary appreciation, this course offers a careful, intensive investigation of the various forms or types of poetry. Narrative poetry, epic, ballad, romance, tale; lyric poetry, the sonnet, ode, elegy, song, etc., form the subject-matter of a course designed to show students how to appreciate good literature. 3 credit hours.

5. British Poets of the Nineteenth Century. Wordsworth, Coleridge, Byron, Shelley, Keats, Tennyson, Browning, Mrs. Browning, Arnold, Morris and Swinburne are used as the basis to win an

appreciation for the poetry of the greatest period of English literature. It is a study of poetry itself, not of the men who made it. 2 credit hours.

6. Types of Prose. This is a parallel course to 5, but deals with prose forms. The letter, the essay, the critical essay, the short story, prose fiction, etc., will be used to try to build up an appreciation for our great prose literature. 3 credit hours.

8. Contemporary Literature. The contemporary field of poetry, prose and the drama will alternate from quarter to quarter to offer to the student an outlook upon our wonderfully prolific period. 2 credit hours.

11. Dramatization in the Grades and Special Programs. This course solves the problem of school entertainments. The work consists of preparation and presentation of suitable material for all occasions in the primary, intermediate and grammar grades.

Laboratory and correspondence. 2 credit hours.

HOME ECONOMICS AND HOUSEHOLD ADMINISTRATION

MISS LIBERT, MISS MACLIN

3. School Lunch Room Cookery and Management. Lecture and laboratory. Planning of menus. Preparation of food in large quantities. Marketing. Study of plans and equipment for lunch rooms, cafeterias and tea rooms. Expert service, catering, banquets, care of equipment. Lunch room accounting.

Laboratory and correspondence. 2 credit hours.

13. Field Work in Domestic Arts. A course in the practical organization and administration of domestic arts courses in the extension field.

Laboratory and correspondence. 3 credit hours.

LIBRARY TECHNIQUE AND ADMINISTRATION

MISS LEAF, MRS. ROEGNER

1. An elementary course which aims to teach the students how to use a library. Part class work and part practical work in the libraries. The course covers such subjects as indexes, classification, cataloging, periodicals, dictionaries, encyclopedias, etc.

Laboratory and correspondence. 2 credit hours.

MANUAL TRAINING COURSES

MR. WHITNEY, MR. ANDERSON

10. Rural Manual Training. Forging, harness mending, shoe repairing, soldering. The aim is to give the teacher a brief acquaint-

ance with the problems that confront the country boy, so there will be typical problems in iron, leather and rope. Cement work. The aim is to teach the fundamental principles involved in concrete construction, to make a set of projects involving the knowledge of a variety of ways of making and finishing concrete, to develop skill and accuracy in the handling of material, to teach the use and proper care of the necessary tools about the work, and to show the methods of presenting the subject-matter to others. No prerequisite.

Laboratory and correspondence. 3 credit hours.

18. Field Work in Industrial Arts Education. A course in the practical organization and administration of industrial art courses in the extension field.

Laboratory and correspondence. 3 credit hours.

PHYSICAL EDUCATION

MISS WILMARTH, MISS LUTZ

1. Plays and Games, with especial reference to the lower elementary grades, including games suited to the school room and playground and singing games. The meaning of play in the life of the growing child—the play period of childhood.

Laboratory and correspondence. 2 credit hours.

2. Plays and Games, with especial reference to intermediate and grammar grades, including playground theory, origin and development of the playground movement, equipment and supervision of playgrounds. The social and educational possibilities of play and the development of play in the individual and in society.

Laboratory and correspondence. 2 credit hours.

7. Health Problems and Physical Diagnosis, designed to enable the teacher to detect easily the ordinary defects of the child which bar his progress in school life, to suggest a means for the remedy of defects and for the maintenance of good health. The health of the teacher.

Laboratory and correspondence. 3 credit hours.

8. First Aid. The cause, nature and treatment of wounds, bruises, sprains, fractures, faints, shock, etc., poisons, antidotes, stimulants, bandaging, dressings, antiseptics, disinfectants, etc.

Laboratory and correspondence. 2 credit hours.

PSYCHOLOGY

MISS GRUPE

1. Educational Psychology. A survey of the topics of psychology of educational significance with application to teaching. The "functional" or "conduct" point of view is maintained. Analysis of behavior of man and of lower animals, laboratory experiment. Development of the neuromuscular system. Original tendencies and their use in education of the child. Consideration of well marked periods of child development and their bearing on education. 4 credit hours.

2. Psychology of Learning. A reading course which covers the important experimental work in memory, association, learning process, transfer of learning, fatigue, etc. 3 credit hours.

SOCIAL SCIENCES

Sociology, Economics and History

MR. SMYSER

3. Current History. A study of the history of the day with a view to the formation of habits of continuous self-education thru the reading of current literature. 2 credit hours.

4. The Pacific Northwest. This course will include the physical resources and the history of the Pacific Northwest and especially of Washington. It will include the more important stories of the state history and such descriptive facts as should lead to a genuine appreciation of the accomplishments and opportunities of the people of the state. 2 credit hours.

9. Social Surveys and Elementary Statistics. A study of surveys of different types, the methods of making the survey and of exhibiting and utilizing results—industrial surveys, religious surveys, school surveys, etc. 3 credit hours.

10. Rural Sociology. A study of the social conditions of rural communities and of the factors which contribute to rural life. 3 credit hours.

APPLICATION FOR CORRESPONDENCE WORK

George H. Black, President,
Washington State Normal School,
Ellensburg, Washington.

Dear Sir:

Please enroll me in the following correspondence course:

.....credit hours

.....credit hours

I enclosedollars (\$) as enrollment fee.

I am teaching the.....grade... in the
.....school
.....county.

My full mailing address is

.....(Name)

.....(Street or R.F.D.)

.....(Town)

Washington.

I enclose a list of the books which I have for this work.

Signed.....