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Kansas 4-H Journal

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Develop good study habits

By Cecilia Kasl, Home Economics and Journalism
Kansas State University, Manhattan

Learning is what college is all about, and while there you will devote a lot of your time to studying. Bad study habits are the worst enemy a student can have, so to get started on the right foot, develop good study habits now!!

Good study habits enable you to spend less time studying and yet get more accomplished and make better grades. Develop study habits that work for you. Some people work best by doing the hardest things first to make the rest easy; others like to start easy and work up.

First, you should have a special place to study and make a habit of studying there each day. Your study area should be quiet, and you should have enough space to spread out your notebook and papers. Find a chair that is the right height, as you work faster when you sit in a businesslike posture. For better concentration, do not have the radio on or lie across the bed to study.

The right lamp is also important because if the light is too bright or too dim, your eyes will get tired. Do not study by a lamp without a shade covering the bare, bright bulb.

Before you begin studying, write down each assignment and the date it is due. This will help you to budget your time. Begin with the assignments that are due first.

Naturally, you want to get the most out of your assignments with the least effort. Reading a chapter twice can actually save time. First, you should skim

(Continued on page 35)

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The University of Kansas is proud of 4-H in Kansas. Just as your organization has consistently contributed to the betterment of life in Kansas by preparing young people for the future, so it is with the University of Kansas.

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Archib R. Lykes
Chancellor



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Choosing your life work

By Ross Beach

President, Kansas Natural Gas, Inc.
Hays

Editor's note: These comments by Ross Beach first appeared in the June 1976 Kansas 4-H Journal. Because they are so revelant to this issue, they are reprinted here for you to read or reread.

Many young people are wondering what line of endeavor or what profession they should consider for their future life. They wonder, too, how to go about making the choice. What should be considered? What factors should be weighed in the decision process?

In conversations with school counselors, school administrators, and members of boards which make scholarship awards, I am struck by a common theme in their suggestions and recommendations to young people. It is something which I personally have always believed fervently. Perhaps that is why I am glad to see that they agree: when you select your life's endeavor you should give high priority to what you "like"—to what you will be really, truly happy doing for the rest of your adult life.

Recently I had the opportunity to hear an address by Chancellor Archie Dykes of the University of Kansas. He was talking to a group of honor students, and in his address he emphasized to them the importance of continuing their pursuit of knowledge after high school—both within and outside the classroom—in order to develop themselves to become the very best human beings they can be. His strongest point, in my opinion, was his recommendation that they become exposed to many interests, many fields of endeavor so that they are then enabled to choose more wisely their life work, selecting a vocation that is both pleasant and challenging, as well as of course one in which a person can earn a good living for his family.

This, to me, is an ingredient leading to a rewarding and successful life—that is, to choose a field which one enjoys. Usually if a person thoroughly enjoys what he is doing he is much more likely to be a success in his work than if he is spending his time and energy in a field in which he is not happy.

After choosing a field of work in your interest area, then set high standards for yourself. Set a high commitment rate. It is wise, however, to keep your goals within the bounds of reality and attainability. Only by achieving them and then by setting and reaching new goals of performance can there be continuing satisfaction.

The splendid thing about 4-H is that it offers you abundant opportunity to participate in many kinds of activity and interests. You have the opportunity, too, to set your own goals and standards, and to learn the satisfaction of meeting those goals and standards. Besides learning good habits in applying yourself, you are having the chance to find out what different types of program interest and challenge your abilities.

4-H gives you training and experience in working with people, both as an individual alone relating to others and as a member of a team with similar goals. Your learn leadership.

Most of all, 4-H gives you, as an individual, an opportunity to develop your own talents and your sense of values. This helps you, by experience, to be able to select that which holds your interest and continues to challenge and satisfy you.

Though all the opportunities that 4-H offers you, you are better able to choose a life's work that is enjoyable to you.

And, as I have indicated before, liking your work will not only generate more energy and creativity as you pursue it; it will make you a better and happier person as you relate to others — as a parent, as a friend and as a citizen in your community, state, nation, and world.

Job opportunities

By Margery Neely, Ph.D.
Kansas State University

Predictions of jobs that will be in demand come from the United States Department of Labor Bureau of Labor Statistics.

Forecasts have to assume that the economy will move ahead about the same rate as at present and that no major impact (war, energy crunch) will occur. The forecasts in the following paragraphs are comparisons between growth in groups between now and 1985.

Although jobs disappear and others are born, clusters of jobs will always have openings due to attrition (from retirement or mobility of workers). Certain clusters will have

more openings because of the location (automobile workers in Detroit, farm workers in Kansas).

However, the outlook for the next ten years is based upon trends in terms of millions of workers and therefore indicates gross shifts in demand across the nation. Your career choices are based upon the supply and demand of jobs and also upon what you know about occupations and what training you can afford.

The demand for professional and technical workers will grow until 1985 faster than that for any other major group. Still, the growth will be somewhat slower than in the past because teachers and engineers make up one-fourth of this category and demand in both these areas will slow down. There will be inten-

sified demand for goods and services provided by professional and technical workers in general, however. Environmental protection, urban renewal, and mass transportation will be problems that urban areas will need help with. New jobs will be created because of advancements in research in the natural and social sciences and in the development of computer science.

Managers and administrators as a category show a mixed prediction. Salaried managers, who work for others, will increase as businesses, particularly technical and research firms, require trained management specialists. The number of self-employed managers will decline as the trend toward larger business continues. Certain small businesses



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will increase, such as quick service grocery stores, self-service laundries and drycleaning shops, and hamburger and frozen custard drive-ins.

Clerical workers, the largest occupational group, will increase at a rate second only to professional workers. Technological advances will greatly affect clerical workers through new computers, office equipment, and communication devices that restrict some jobs and add others—for example, preparing data for computers will add jobs, processing payrolls will be taken over by computers. Secretaries and

receptionists will be least affected by technology and demand will remain strong.

Trade is expected to increase and thus increase need for salesworkers, but the need will be offset by different sales techniques, such as self-service, check-out counters, and vending machines.

Workers in the crafts trades will continue to be in demand, but at a growth rate slower than in recent years. Most craft workers are employed in manufacturing and construction. Growth in construction is expected to account for about one-third of the total growth in the

crafts occupational group.

The occupational group, operatives, is closely tied to industrial production-assemblers, inspectors, operators of equipment to move material — and outside of factories-drivers of trucks, buses, and taxicabs. Because of technological advances, the number of operatives demanded is expected to slow in relation to the total employment picture.

Nonfarm laborers are expected to have very small increase in numbers between now and 1985. Farm workers are expected to show a decline.

The service worker category is a diverse group of occupations and skill levels, from FBI agent to janitor. The general increase in need for service workers will be due to increased leisure time, expanding business activity, and a higher level of income in the economy as a whole. Private household workers will decline and this group will cause the total group to seem to have a slow increase.

Throughout these forecasts, the trend toward increases in technology is noteworthy. The technician skill level is showing increased need in the several categories.

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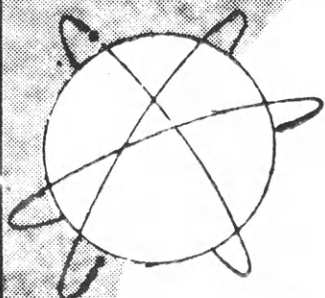
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125 South Second Street
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Northeast Kansas Area Voc.-Tech. School

Director—Melvern Deckard
1501 West Riley, Box 277
Atchison, Kansas 66002

North Central Kansas Area Voc.-Tech. School

Director—Bob Severance
Box 626, 114 North Hershey
Beloit, Kansas 67420

Southeast Kansas Area Voc.-Tech. School

Director—Dick McWhorter
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McFarland Trade School
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Southwest Kansas Area Voc.-Tech. School

Director—Eddie Estes
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Dodge City, Kansas 67801

Flint Hills Area Voc.-Tech. School

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Emporia, Kansas 66801

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Director—Larry Keirns
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Goodland, Kansas 67735

Kansas City Area Voc.-Tech. School

Director—Harry Falgren
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Box 949
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3136 Dickens Avenue
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Director—Dale Brooks
218 East Seventh, Box 545
Newton, Kansas 67114

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Director—Eugene Lundgrin
Building 658, Salina Airport Industrial Center
Salina, Kansas 67401

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Director—Roy Berry
5724 Huntoon
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Fashion Merchandising	18 wks	Cabinetmaking	79 wks
Gen. Office/Clerk-Typist	18 wks	Carpentry	79 wks
Key Punch Operator	12 wks	Commercial Art	79 wks
Legal Secretary	24 wks	Copy Design	36 wks
Medical Secretary	18 wks	Diesel Mechanics	79 wks
Secretary/Stenographer	24 wks	Drafting, Arch.	79 wks
Child Care	36 wks	Drafting, Mech.	79 wks
Clothing Services	36 wks	Electrician	79 wks
Drapery Construction	18 wks	Electronics	79 wks
Fashion Merchandising	18 wks	Plastics Tooling	79 wks
Food Service/		Machine Shop	79 wks
Mid-Management	36 wks	Machine Tool & Die	79 wks
Food Service Specialist	6 wks	Motorcycle Mechanics	36 wks
Food Service Supervision	36 wks	Printing	79 wks
Home Health Aide	4 wks	Upholstery	36 wks
Industrial Sewing	18 wks	Welding	79 wks
Interior Decorating	2 1/2 yrs	Certified Dental Assistant	9 mths
Adv. Drapery Design	18 wks	Certified Lab Assistant	12 mths
Drapery Construction	18 wks	Licensed Mental Health Tech.	9 mths
Home Furnishings	18 wks	Licensed Practical Nurse	12 mths
Industrial Sewing	18 wks	Nurse Aide	8 wks
Interior Design	18 wks	Electronic-Eng. Technology	72 wks
Supervised Practicum/		Mechanical-Eng. Technology	72 wks
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What's new?

Editor's Note: All information in this section was prepared by the schools where the courses are given. For information, write to the school where the course is offered. Addresses of the vocational-technical schools are on page 5; of the two-year colleges, on page 14; and of the four-year colleges, on page 25.

NORTHEAST KANSAS AREA VOCATIONAL-TECHNICAL SCHOOL, Atchison

Vocational Evaluation and Training for the Disadvantaged and Handicapped (VETDAH): Fifteen students are gaining work experience at exploratory job stations in Atchison. Working four weeks in each job, a VETDAH student gains experience in three or four jobs during the semester.

The program, now in its second year, has been expanded to allow students to pursue vocational exploration in community businesses. Students neither replace regular employees nor receive wages.

So far, students have been helpers in a day care center, hospital laundry, service station, mop factory, institutional kitchens, as well as being a motel maid assistant. Guided by special supervisors, VETDAH students still gain work experience in NEKAVT classes.

FLINT HILLS AREA VOCATIONAL- TECHNICAL SCHOOL, Emporia

Food Preparation and Management: A new program for persons interested in a career in the food service industry prepares the student for job entry in quantity cooking and baking and menu planning, as well as more technical or managerial positions, such as food supervisors and chefs. The program is 2,160 clock hours in length.

LIBERAL AREA VOCATIONAL- TECHNICAL SCHOOL, Liberal

Auto Parts Management: This is an 11 month (1,320 hour) post-secondary program designed to provide the skills and technical knowledge needed by a person preparing to enter the replacement parts field. This program will provide students with training in parts identification, use of parts catalogs, stocking, inventory control, salesmanship, and job safety.

Agri-Production: The curriculum has been expanded to cover crop farm employee, ranch employee, feedlot employee, swine production, and horticulture.

NORTHWEST KANSAS AREA VOCATIONAL-TECHNICAL SCHOOL, Goodland

Vocatio Village: A student housing complex with six ranch-style buildings will provide housing for 88 students.

(Continued on page 8)

What's new?

(Continued from page 1)

Each unit accommodates eight students with the rooms arranged so that two students are housed in a one-bedroom study area.

Residents of Vocatio Village have access to recreation-TV lounge areas, cafeteria services, and laundry facilities.

Auto Mechanics and Farm and Diesel Mechanics: These two programs have been shortened from two- to one-year sessions to enable students to graduate in a shorter time to fill increasing job market demands. The shorter sessions also utilize facilities better.

Four instructional blocks in the Auto Mechanics and Farm and Diesel Mechanics enable students to enter at four different times during the year.

Carpentry: This curriculum, divided

into basic and advanced blocks, allows entry into the program at two times each year, August and February. It has also been shortened to a one-year session.

SOUTHWEST KANSAS AREA VOCATIONAL-TECHNICAL SCHOOL, Dodge City

Floral Design: This course prepares a student to become employable in the floral business or to become an owner of a floral shop. Students will be enrolled in three sections one hour per day; the sections are Horticulture 1, Ag-Related Occupations, and Floral Design.

Horticulture I is an introduction for students interested in cultural practices of ornamental plants and turf, and in nursery work. Topics cover landscaping, ornamental shrubs, trees, bedding plants, houseplant care, nursery, horticulture mechanics, and floral design.

Ag-related Occupations prepares the

student to enter the labor force. Topics of instruction include preparation for a job interview, government labor regulations, budgeting, credit, income taxes, insurance, social security, investments, and buying a house.

The Floral Design section gives the student the practical training needed to work in a flower shop, including such topics as tools and mechanical aids, care and use of flowers and foliage, making arrangements for general and for specific uses, making corsages, and decorating homes with plants and arrangements.

Building Trades Program: This program consists of 1,080 hours of training which requires two school years to complete, with 540 hours covered each year. However, by going six hours a day, a post-high school student may complete the course in one year.

During the two-year program, each student will have an opportunity to help construct one or more houses from the ground up. Areas of instruction will include site preparation, estimating construction costs, planning and reading blueprints, identifying characteristics of construction materials, and the identification and proper use of tools. In addition, building codes, building permits, and insurance will be studied.

Students will obtain skills in carpentry, masonry, electricity, dry wall finishing, plumbing, tile setting, and other phases of the building trades field.

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Production Agriculture
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- ☐ Farm and Ranch Management
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- ☐ Quantity Food Preparation
- ☐ Technical Drafting
- ☐ Building Trades
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WICHITA AREA VOCATIONAL- TECHNICAL SCHOOL, Wichita

Diesel Mechanics: This two-year program is primarily designed to train truck mechanics in all phases of overhaul. The adult program is open to both men and women with the curriculum designed to accommodate either general or specialized experiences and employment. It is recommended that the applicant have some background in high school auto mechanics.

Food Service Mid-Management: This new 36-week program offers persons, male or female, training for advancement in occupational areas related to food service mid-management and culinary arts. The areas of study are offered as separate courses during six-week cycles and include comprehensive business courses as well as classwork and laboratory experiences in the school and restaurants and clubs in the community. Mini-courses taught by professional chefs and managers provide additional benefits from the program.

Licensed Mental Health Technician: Classes begin in mid-winter and mid-summer and consist of nine months of schooling including experiences in hospital psychiatric wards. Following graduation and state licensing, the technician will be qualified to work under the supervision of a registered nurse or physician in such mental health nursing

situations as in hospitals, mental health clinics, and nursing homes.

Motorcycle Repair: With the popularity of motorcycles, the school now offers day classes for both secondary and post-secondary students. The curriculum for this one-year program consists of trouble shooting and repairing all makes of domestic and foreign models, including the overhaul of two-and four-stroke engines. As with other service areas, the mechanic should enjoy mechanical activities and have the ability to solve problems. While the program starts officially in the fall, entry may be made when space permits. A summer session is also offered.

Nurse Aide: A new eight-week Nurse Aide program is now being offered to males and females, 18 years of age or older. The curriculum involves both classes and clinical experiences five days a week and includes the study of anatomy and physiology, emotional and nutritional needs of the patient and specific patient care as well as other nursing responsibilities.

ALLEN COUNTY COMMUNITY JUNIOR COLLEGE, Iola

Agriculture: This new program offers 10 agricultural courses that allow the student to receive 28 college hours. Courses offered are: Principals of Animal Science, Agriculture Orientation, Fundamentals of Animal Nutrition, Ag-

riculture Economics, Agriculture Entomology, Animal Science and Industry, Soils, Plant Science, Dairy and Poultry Science, and Farm Power and Maintenance. All courses receive college credit and are transferable to four-year colleges with agriculture programs.

Program in Farm Ranch Management and in Agribusiness are also offered.

BARTON COUNTY COMMUNITY COLLEGE, Great Bend

Human Services: The Human Services program is designed to provide qualified personnel in a variety of non-technical, non-specialized services to area residents, in association with the human service organizations in the community. Students completing this program will meet the need for generally trained manpower in the expanding social service fields.

Basic and Refresher Emergency Medical Services: Students wishing employment as paramedics with an ambulance company or to meet the requirements of emergency treatment training as required by regulations while working with another public service organization may enroll in the Emergency Medical Services program. Attention is given to treatment and recognition of medical and psychiatric emergencies.

Farm and Ranch Management: This program is based on the application of

practical science to production agriculture and is designed for students wishing to pursue a career in some management aspect of agriculture production. Intensive preparation and training in agriculture science, agriculture business and agricultural economics is involved. The three major options available in this course of study are livestock production, irrigation, and farm mechanics. Students generally obtain work in farm machinery dealerships, commercial feed yards, feed mills, related feed and livestock industry occupations, or production agriculture.

Nursing Home Administration: Due to the increased number of elderly citizens in today's society, nursing home administrators must be trained to effectively meet the growing problems and needs of the residents of the home. Topics covered in this program include: Kansas Nursing Home Standards, rules and regulations, philosophy and social gerontology, and experience in handling problems in the areas of social security, Medicare and Medicaid.

Child Care and Guidance: This program is designed for students interested in child care and guidance as a means of obtaining a position in a child center or home. Or the course of study may be taken as a transfer program in early childhood education, family and child development, or elementary education.

(Continued on page 10)

SOUTHEAST KANSAS AREA VOCATIONAL-TECHNICAL SCHOOL



SCHOOL OF FARM AND RANCH MANAGEMENT

The Southeast Kansas School of Farm and Ranch Management offers a two-year program in Agriculture Technology. The principal areas of instruction include: Cow-Calf Management, Feedlot Management, Swine Production, Crops and Soils, Farm Mechanics, and Farm Business Administration. The students spend one-half of their time in lecture and one-half of their time in laboratory. The last six weeks of the second year can be spent specializing in a desired program or on the job.

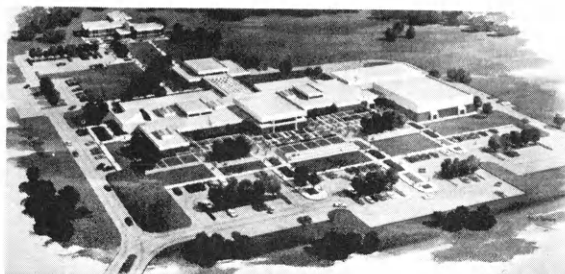
School facilities include: a complete farm production unit of 775 acres plus a complete line of equipment, cow herds, feedlot cattle, bull testing facilities, and swine herds. If you are interested in a professional career in farm and ranch management, you should investigate this program.

Other programs available through the S.E.K. Area Vocational-Technical School include: Machine Shop, Auto Mechanics, Drafting, Printing, Business, Cosmetology, Licensed Practical Nursing, Farm Power Mechanics, Carpentry, and Welding.

FOR FURTHER INFORMATION WRITE:

SOUTHEAST KANSAS AREA
VOCATIONAL-TECHNICAL SCHOOL
SIXTH & ROOSEVELT
COFFEYVILLE, KANSAS-67337

THIS IS ACCJC



ALLEN COUNTY COMMUNITY JUNIOR COLLEGE

Fully accredited by the North Central Association of Colleges and Secondary Schools and by the Kansas Department of Public Instruction. Two-year Associate of Arts Degree. ACCJC is a two year public community junior college—a college mindful of, and responsive to, the needs of youth, and of the community.

ACCJC offers a low cost—high quality education in:

- GENERAL EDUCATION
 - COLLEGE TRANSFER
 - VOCATIONAL-TECHNICAL
- INTRODUCING—NEW AGRICULTURE PROGRAMS**

One and two year programs in Farm Management, Agri-business, and General Agriculture.

Write: Director of Admissions
Allen County Community Junior College
Iola, Kansas 66749
Phone 365-5116

SHARE THE LIFE AND LEARNING EXPERIENCE

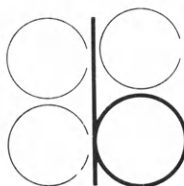
A COMMITMENT TO EXCELLENCE

ENVIRONMENT
FRIENDLY, HEALTHY

FACILITIES
UNPARALLELED

PEOPLE
SEEKING AND
DISCOVERING

BUTLER COUNTY COMMUNITY COLLEGE



The Butler County Community College of today will not be the same place tomorrow. Like all academic communities, it is not a static arrangement. It's always changing. There will always be new people, new ideas, and new challenges. The constant change is what makes a college community a vibrant and worthwhile experience. It's a great place to have fun, to plan, and to build for tomorrow. Why not take a closer look at the Butler County Community College life? It may be just the answer for you.

For Information Apply:

Director of Admissions
Butler County Community College
El Dorado, Kansas 67042

What's new?

(Continued from page 9)

This program is also helpful to young parents or future parents.

Legal Secretary: Legal secretaries do legal research and help prepare briefs; therefore, this program is designed to provide specialized training for the secretary seeking employment in a legal office. In addition to executive secretarial skills, the student will also acquire specialized training in legal work. Legal terminology and procedures will be stressed.

CLOUD COUNTY COMMUNITY
COLLEGE, Concordia

Rural Building Construction: Courses offered over a two-year period include: Farm Building Construction and Equipment, Farm Building Methods and Materials, Concrete Construction, Masonry Construction, Building Codes and Specifications, Agricultural Surveying, Construction Management Problems, Planning and Management of Agricultural Buildings, Construction Estimating, and Cabinet Construction. Also included will be courses in communication skills, electricity, and others.

Ample opportunity will be provided for the student to develop skills during the two years of school and one summer of related work experience with a rural contractor. Students will construct



COLLEGIATE 4-H CLUB

Barton County Community College 4-H Club members take their turn running the Kansas State Fair Collegiate 4-H Concession Stand. On campus, Collegiate 4-H Club offers an opportunity for students to continue their 4-H experiences. Much of the group's work centers on fellowship and community services.

VARIED CURRICULUM

Barton is committed to high quality educational programs for young people. We offer a wide variety of transfer related and career oriented curriculums. High priority is being given to the agricultural industry through our Agri-Business curriculum. Emphasis is being placed in those areas where trained people are most needed. We're trying to meet the needs of an ever-changing society.



NEW PROGRAMS

New for Fall 1977 will be programs in Farm and Ranch Management, Veterinary Secretary, Child Care and Guidance, Legal Secretary, Auto Body Technology, Nursing Home Administration and Residential and Commercial Electricity. For further information, contact the Admissions Office.

BARTON COUNTY COMMUNITY COLLEGE

Great Bend, Kansas 67530

316-792-2701

buildings in the construction classes and will receive instruction in block and brick laying, and the making and pouring of quality concrete.

Upon completion of the program, students will be qualified to do much of their own farm or rural construction work or work for a contractor of such buildings. The maximum number of students that can be instructed in any one year is sixteen.

COLBY COMMUNITY COLLEGE,
Colby

Horse Production Program: One of the first buildings going up on land acquired for the college farm is a new horse barn which will house stalls, office, classroom, and labs for the production program. A mare motel is also being erected.

Several of the 35 students in the program have recently returned from Kentucky, Oklahoma, and Pennsylvania from their work-study positions on major thoroughbred breeding farms.

COWLEY COUNTY COMMUNITY COLLEGE, Arkansas City

Crops and Livestock Production and Farm Management: This two-year program provides information in production areas with a combination of courses for the students' particular objectives.

Courses in livestock management, nutrition, livestock rations, animal health, crops, soils, fertilizers, crop protection and grain handling and storage are combined with agriculture business management courses to provide a technical background. The students include these course with a program of work experience in production agriculture operations or with their own farming operation in spring, summer, and fall periods between class sessions. This program provides tailoring a program for individual needs.

Agri-business: This two-year program is for persons desiring employment or employment upgrading in the areas of agriculture feed, grain, fertilizer, agriculture chemical, agriculture seed, and agriculture product businesses.

We Want To Visit With You About

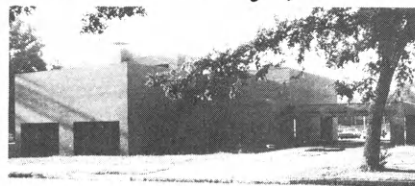
**We Offer
Programs In:**
Production Ag.
Agri-Business
Occupations
Transfer
Agriculture



Write or Call
Agriculture
Programs:
**Cowley County
Community
College**
Arkansas City
Kansas, 67005

Your Career In Agriculture

Labette Community Junior College



Fully accredited by North Central Assn. of Colleges and Secondary Schools and National League of Nursing.

Adult Resource Center for Southeast Kansas.

Comprehensive transfer and associate degree programs.

Vocational programs in Agri-business, Construction Trades, Cooperative Industrial Training, Distributive Education, Nursing, and Secretarial.

Inter-collegiate wrestling, experienced Athletic Director.

Write or call: Dean of Student Services, 200 S. 14th Street, Parsons, KS 67357
Telephone 316-421-6700

This program provides an opportunity to take courses giving a technical background in business and agriculture areas of agri-business and includes an opportunity for work experience in agri-businesses for on-the-job experience. The combination of classwork and work experience provides persons completing this program a good background for employment in many agri-business areas.

DODGE CITY COMMUNITY COLLEGE, Dodge City

Child Care Development: The college's day care center is used as a practicum site. The student may select a one-year certificate or a two-year associate of applied science program. Both courses carry regular college credit and both can apply on the baccalaureate degree, if desired.

(Continued on page 13)

Cloud County Community College

Concordia, Kansas

is concerned about YOU, the individual.

Curriculum:

College Parallel

Career:

Agri-Business
Business

General Office Training
Secretarial Training

1. General

2. Legal

3. Medical

Management Training

Come and see our new system of
individualized instruction in the
secretarial sciences

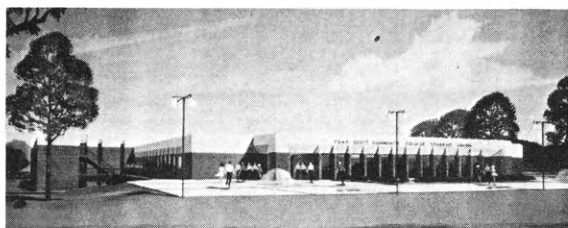
FINANCIAL AID AVAILABLE

For Further Information Contact:

Director of Admissions

Cloud County Community College
Concordia, Kansas 66901

Fort Scott Community College



Enroll in pre-professional and transfer courses, terminal education, drafting, G.E.D., cosmetology, Distributive Education, Practical nursing, Registered nursing, and many other educational interests.

Fully Accredited by State Board of Education and North Central Association of Colleges and Secondary Schools.

For catalogs, student handbooks, and brochures, write to: Registrar, Fort Scott Community College, 2108 S. Horton, Fort Scott, Kansas 66701.

You'll Find Exactly What You Want at Garden City Community College

Do you know why?

It's because we can tailor a course of study to fit your personal goals. Are you interested in vocational-technical careers such as agri-business, irrigation technology, agri-mechanics, automotive mechanics, graphic arts, police science, drafting, building trades, mid-management, nursing or secretarial science? Or, maybe you have your eye on a career that combines areas of study in order to develop a skill that's saleable in Kansas. Whatever your goals, we will tailor a course of study to fit your interests.

Do you want to study science, music, physical education, history, art, English or engineering and need to meet the requirements for transfer to a four-year college or university? We know what these institutions require of transfer students and are able to help you plan a course of study that meets these requirements. Our research records show that Garden City Community College students transfer easily to four-year institutions and that they maintain high grade point averages.

Your future and your career can only be as good as the basic education you receive. Garden City Community College can offer you the start you'll need for success. Clip our coupon and send it off to us today. Let's sit down together and make plans for your future!

Garden City Community College
Garden City, Ks. 67846

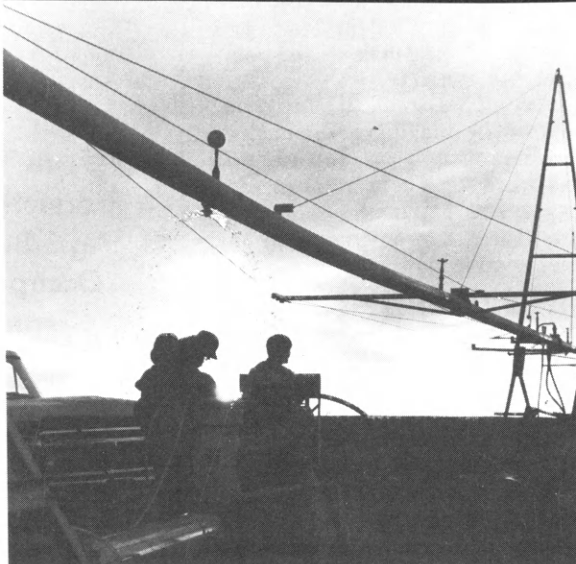
Please send free brochures and information to:

Name _____ Age _____

Address _____

Town _____ Zip _____

Area of Interest _____



Irrigation Technology



Agri-Business



Cosmetology



Seward County Community College **Liberal, Kansas**

**In the heart of the
agricultural Southwest, offering an
Associate Degree in Agri-Business**

For more information contact
Lyman H. Brown at 624-1951 ex. 38
or write "Agri-Business" in care of the college

**OPPORTUNITIES IN
CENTER PIVOT IRRIGATION
FARM AND RANCH MANAGEMENT
AGRI-SERVICES
EMERGENCY MEDICAL INTENSIVE CARE
AUTO AND DIESEL MECHANICS
OFFICE EDUCATION**

Are Waiting For You At

PRATT COMMUNITY COLLEGE
Pratt, Kansas

For additional information contact Admissions Office
316-672-5641



LEARNING FOR LIFE

At HCC, education is not a preparation for life, but life itself.

In a small college atmosphere, you may enroll in a technical program, an occupational program, or a transfer program that parallels freshman-sophomore requirements at the state's four-year colleges.

Both day and evening programs are offered, as well as personal interest courses, short courses, independent study, and special lectures.

- Career Guidance
- Personal Counseling
- Free Tutoring
- Financial Aid

HUTCHINSON COMMUNITY COLLEGE

For more information, contact the Admissions Office
1300 N. Plum, Hutchinson, Ks. 67501

316/663-5781

What's new?

(Continued from page 11)

Dietetic Technology: The student has excellent practicum experiences in the college's new stainless steel kitchen, in a new hospital kitchen, and area nursing homes.

The two-year associate program has been recognized by the American Dietetic Association and will be eligible for full accreditation in the near future.

FORT SCOTT COMMUNITY COLLEGE, Fort Scott

Agriculture: The two-year program of study in general agriculture leads to an associate of arts degree. Courses are fully transferable and compatible with numerous specialized programs at Kansas State University.

With careful planning, students at Fort Scott Community College can now complete the first two years of a four-year program in many specialized agriculture and ag-related areas. These options include: agriculture production (livestock and crops), agricultural economics, agricultural education, agricultural journalism, agricultural mechanization, agricultural marketing and management, and others.

Students who do not wish to complete a four-year baccalaureate program will also be served by the new agriculture program. The agriculture courses available are strong on application. Field work, lab work, and classroom instruction will give students very practical skills which can be applied on-the-job. Thus, students can go directly into farming, ranching, or agri-business at the end of the two-year program. They will possess strong marketable skills in the career of their choice.

GARDEN CITY COMMUNITY COLLEGE, Garden City

Solar Energy: The Division of Industrial Education offers a study of alternate sources of energy with emphasis on the collection of energy from the sun for heating homes, business, and industrial structures. Courses include speeches, discussions, and reports on costs, structure types, amounts of energy that can be collected, various systems.

Mid-Management Program: A two-year, intensive study degree in marketing and distribution prepares men and women for responsible positions in general business management, apparel merchandising, wholesaling, banking, insurance, food services, industrial marketing and sales management. Specialized training is received in class instruction, on-the-job instruction, simulated laboratory instruction and junior collegiate DECA activities.

Home Economics: A two-year preparatory course helps provide a basis for transfer to a college of home economics and stimulates, through classroom activities, self-expression, creativity, and self-satisfaction of the

(Continued on page 16)

KANSAS TWO-YEAR COLLEGES

Public Community Junior Colleges

	Location	(Equated Full-Time) Enrollment	Tuition Per Sem. (Kans. Res.)	Room & Board Per Sem.	On Campus Housing Capacity	WRITE FOR INFORMATION TO
Allen County Community Jr. College	Iola	485	\$ 8 credit hr.	\$420	96	Registrar, Allen County Community Jr. College, 1801 N. Cottonwood, Iola, Kans. 66749.
Barton County Community Jr. College	Great Bend	779	\$ 10 sem. hr.	\$607	96	Director of Admissions, Barton County Comm. Jr. College, Great Bend, Kans. 67530.
Butler County Community College	El Dorado	1073	\$ 13 sem. hr.	\$540	56 men 56 women	Director of Admissions, Butler County Community College, El Dorado, Kans. 67042.
Cloud County Community College	Concordia	630	\$ 8 hour	\$475	96 women 40 men	J. W. Carlson, Dir. of Admissions, Cloud County Community College, Concordia, Kans. 66901.
Coffeyville Community Jr. College	Coffeyville	616	\$ 8 credit hr.	\$420	127	Director of Admissions, Coffeyville Community Jr. College, Coffeyville, Kans. 67337.
Colby Community College	Colby	960	\$210 per sem.	\$600	80 men 120 women	Dennis Michaelis, Dean of Admissions Colby Community College, Colby, Kans. 67701.
Cowley County Community College & Vocational-Technical School	Arkansas City	672.1	\$ 8 credit hr.	\$715	48	W. S. Scott, Adm. Asst. and Registrar, Cowley County Community College, Arkansas City, Kans. 67005.
Dodge City Community College	Dodge City	1050	\$ 8 credit hr.	\$520	104 women 72 men	V. James Sherer, Director of Admissions, Dodge City Community College, Dodge City, Kans. 67801.
Fort Scott Community College	Fort Scott	585	\$ 8 hour	\$491	32 women 66 men + dorm mother	Registrar, Fort Scott Community Jr. College, 2108 S. Horton, Fort Scott, Kans. 66701.
Garden City Community Jr. College	Garden City	1,100	\$ 8 credit hr.	\$550	60 men 62 women	Director of Admissions, Garden City Community Jr. College, Garden City, Kans. 67846.
Highland Community Jr. College	Highland	568	\$ 10 credit hr.	\$450	60 men 60 women	Douglas L. Fitch, Dean of Student Affairs, Highland Community Jr. College, Highland, Kans. 66035.
Hutchinson Community College	Hutchinson	1,912	\$ 8 credit hr.	\$475	400	Director of Admissions, Hutchinson Community College, Hutchinson, Kans. 67501.
Independence Community Jr. College	Independence	570	\$ 8 credit hr.			Director of Admissions, Independence Community Jr. College, Independence, Kans. 67301.
Johnson County Community College	Overland Park	2,925	\$ 13 credit hr.			Director of Admissions, Johnson County Community College, College Blvd. & Quivira Rd., Overland Park, Kansas, 66210.
Kansas City Kansas Community College	Kansas City	2,571	\$ 10 sem. hr.			Director of Admissions and Registrar, Kansas City, Kans. Community Jr. College, 7250 State Ave., Kansas City, Kans. 66112.
Labette Community Jr. College	Parsons	498	\$ 8 sem. hr.		40 men	Labette Community Jr. College, 200 South 14th St., Parsons, Kans. 67357.
Neosho County Community College	Chanute	424	\$ 8 credit hr.		40 women	Homer F. Bearnick, Dean of Students, Neosho County Community College, Chanute, Kans. 66720.
Pratt Community Jr. College	Pratt	506	\$ 10 credit hr.	\$550	48 men 48 women	Director of Admissions, Pratt Community Jr. College, Pratt, Kans. 67124.
Seward County Community College	Liberal	351	\$ 8 credit hr.	\$400	35 men 35 women	Dean of Student Services, Seward County College, Liberal, Kans. 67901.

Private Two-Year Colleges

Central College	McPherson	210	\$900	\$600	225	Director of Admissions, Central College, McPherson, Kans. 67460.
Donnelly College	Kansas City, Ks.	458.5	\$ 25 sem. hr.			Donnelly College, 1236 Sandusky, Kans. City, Kans. 66102.
Hesston College	Hesston	645	\$ 60 credit hr.	\$515	545	Student Services Department, Hesston College, Hesston, Kans. 67062.
St. John's College	Winfield	297	\$600	\$550	350	Wallace Behrhorst, Director of Admissions, St. John's College, Winfield, Kans. 67156.

State Technical Institutes

Kansas Technical Institute	Salina	187	\$142.50	\$475	125	Director of Admissions, Kansas Technical Institute, Salina, Kans. 67401.
Vocational Technical Institute (Kansas State College of Pittsburg)	Pittsburg	300	\$ 87	\$525-743	943	Leland D. Boone, Director, Vocational Technical Institute, Kansas State College of Pittsburg, Pittsburg, Kans. 66762.

Colby Community College

offers a balanced approach to your education.



NWK Cultural Arts Center

NWK Agriculture Education Laboratory

The Northwest Kansas Agriculture Education Laboratory symbolizes Colby Community College's dedication to as much practicality as possible in all of its programs — career and transfer. The college farm is being developed now.

The Northwest Kansas Cultural Arts Center symbolizes the college's belief in education for the whole person — the intellectual, emotional, spiritual and physical person — not just the person who will someday enter the working world. The Arts Center was dedicated in September.

• Colby Community College believes in a balanced approach to your education.

We believe in helping you prepare for life today and in the future. We believe a mixture of transfer (pre-law, sociology, chemistry, education, art, business administration — to name a few) and career (agriculture, allied health, criminal justice, radio/television) program options will help you make your future what you want it to be. We believe a balance of classroom and co-curricular activities (athletics, judging team, clubs, music and drama groups) will enrich both your college and future years.

Finally we believe each Colby College student is of equal importance but that each is a unique individual with special goals and needs. We believe the balanced approach to education will help each student reach his or her potential.

Interested in learning more about Colby College's balanced approach to your future? Then contact Admissions Coordinator Brad Trexler, Colby Community College, 1255 South Range, Colby, Ks. 67701. The telephone number is (913) 462-3984. He'll be happy to visit with you!

What's new?

(Continued from page 13)

individual in the community or the college.

Modern Dance: Emphasis is on effective and efficient movement and how to structure movement according to the form and principles of design. The major goal of the class is to help the individual gain confidence, to learn more about his or her self, and to offer experience of working with and having fun with others. Modern Dance is offered by the Division of Social Science.

HUTCHINSON COMMUNITY COLLEGE, Hutchinson

Agriculture Power and Machinery: Increased technical advancements in farm machinery require highly trained personnel to sell, adjust, and repair this

equipment. Students enrolled in Hutchinson Community College's new two-year program in agriculture power and machinery combine classroom instruction with laboratory work experience using up-to-date equipment.

All courses offered in the program prepare the student, through technical work experience, for full-time employment. Career opportunities include farm machinery mechanic, farm equipment sales, and shop service manager.

During the summer between the freshman and sophomore year, students take a position in the agriculture power and machinery field. This on-the-job training is offered by HCC in conjunction with Hutchinson agriculture service centers and area farm machinery repairmen.

KANSAS CITY KANSAS COMMUNITY COLLEGE, Kansas City

Mortuary Science: A two-year program leading to an Associate of Arts degree in mortuary science is designed for the preparation of students who intend to enter the funeral services field as embalmers and funeral directors. Included are academic courses and practicums in local funeral homes.

The program, the only of its kind in Kansas, is approved by the Kansas State Board of Embalming and the vocational division of the State Department of Education, and has the support of the Kansas Funeral Directors and Embalmers Association, Inc.

NEOSHO COUNTY COMMUNITY JUNIOR COLLEGE, Chanute

Vocational Carpentry: This is a new one-year program consisting of nine months work (fall and spring semesters) with six clock hours of daily instruction. Students who are interested in a career in carpentry are encouraged to enroll in Carpentry I, II, III, and IV. Actual on-site construction skills are emphasized in each of the four courses. This is an approved vocational program in general carpentry designed to develop entry level competence.

Golf Course Management: A new program which is designed for students who are interested in careers as golf course managers and/or superinten-

NEOSHO COUNTY COMMUNITY JUNIOR COLLEGE

1000 S. Allen, Chanute, KS. 66720

Programs for Transfer, Vocational, Cont. Educ.

50 acre campus—co-ed dorms—athletics

For information call 316 431-2820

N.C.C.J.C.



Kansas City Kansas Community College

Serving educational needs since 1923

KCKCC is fully accredited by the North Central Association of Colleges and Secondary Schools, and by the Kansas State Department of Education. It is approved by the Kansas Veterans Commission and by the Veterans Administration.

College Transfer Credit Programs
Career or Occupational Programs
Adult and Continuing Education Program

Both Day and Evening Classes

For Information, contact the
Director of Admissions

KANSAS CITY KANSAS COMMUNITY COLLEGE

7250 State Avenue Kansas City, Kansas 66112
Phone: 913-334-1100

DODGE CITY COMMUNITY COLLEGE

"Where the future is for the 'NOW' Generation"



Fully accredited by North Central Association of Colleges and Secondary Schools.

A comprehensive transfer program

Eleven complete Career Programs

An exciting Continuing Education Program for adults

College classes in your own home via Channel 8 Cable T.V.

Graduate programs co-sponsored with all Regent Institutions

Child Care facilities available

Adult Education Center for Southwest Kansas

For information contact:

The Director of Admissions,
(316) 225-1321, Ext. 217
Dodge City, Kansas

dents. Club Management I and II are devoted to pro-shop techniques and procedures and Turf Maintenance I and II provide instruction in course construction and maintenance. All four courses include classroom instruction as well as on-the-job experience.

Women's Athletics: Neosho County Community College has expanded its athletic program to include volleyball and basketball for women. Since women were already participating in golf, tennis, and track and field, this provides a wide variety of activities for all students. In addition to the values gained from participation, students may earn one hour of physical education credit which can apply to an A.A. degree or transfer to a four-year institution.

PRATT COMMUNITY JUNIOR COLLEGE, Pratt

Emergency Medical Intensive Care: The EMIC curriculum, developed in cooperation with the University of Kansas Medical Center, is designed to train individuals who wish to become certified as supervisors of ambulance service programs.

Center Pivot Irrigation: This program trains persons at the technical level for employment by irrigation sales and service businesses, center pivot dealers, farmers, and manufacturers. The student receives instruction in practical application and theory in installation, maintenance, and design of irrigation systems.

SEWARD COUNTY COMMUNITY COLLEGE, Liberal

Distributive Education/Mid-Management: The Distributive Education/Mid-Management program combines classroom instruction with planned occupational training in an approved distributive position.

The purposes of the Distributive Education/Mid-Management program are: 1) To offer a balanced, comprehensive instructional program in distribution and marketing in the student's field of occupational interest; 2) To prepare students of distribution for advancement to middle-management positions in distributive occupations and for technical and specialized sales positions; 3) To establish a basis for increased efficiency and improved techniques in the operation of distributive businesses; 4) To provide an understanding and appreciation of our private enterprise system as a cornerstone of American democracy.

Secretarial Science: Secretarial training at Seward County Community College is offered through the Administrative Services Department of the Division of Business. Students may receive training in legal, medical, technical services (oil and gas), administrative/executive, agri-business, and general secretary. The stu-

dent may also elect the Clerical Typist program (no shorthand). The secretarial student also has the opportunity to receive credit for work experience (on-the-job training) at an approved secretarial work station. The secretarial student may earn a 32-credit hour certificate of completion (one-year program), Associate of Arts Degree, or Associate of Applied Science Degree.

BETHEL COLLEGE, North Newton

Communications: Instruction is available in the following areas: film, journalism, graphic arts, photography, creative writing, art, speech, theatre, and business writing to make possible a communications program as a co-major or career emphasis within the current business, English, speech, and drama programs.

Accounting: Tax Accounting and Principles of Auditing have been added to give an accounting emphasis in the Economics and Business Administration major.

Early Childhood Education: Added to the standard elementary education curriculum, this specialization area can lead to certification in early childhood education.

Graphic Design: This program will meet the needs of industrial art students who wish to teach graphic arts on the high school level and the needs of art students who are seeking employment in the graphic design field.

Photography: The industrial arts department has been expanded to accommodate a darkroom and \$22,000 worth of new black and white and color processing equipment. This expansion gives Bethel College one of the finest educational photography lab facilities in the state. Courses in photography are offered within the industrial arts department; however, enrollment in these courses is open to all interested students.

Home Economics: The Bachelor of Science degree in Vocational Home Economics Education will certify you to teach on the high school level. The home economics program at Bethel serves students seeking employment in county extension work, high school teaching, demonstration work with utilities, family service work, child care and homemaking.

Home Economics—Social Work Co-Major: Bethel offers a Home Economics—Social Work major as both home economics and social work are concerned with improvement of the quality of life of individuals. The home economist in social service work is for the person willing to focus on what's basic and essential in family living. Home economists can provide skills, knowledge and service in such areas as family relations, child care, meal plan-

ning and nutrition, money management, and housing. Social work also provides an in-depth understanding of parent-child, marital, family or personal problems and helps students develop problem-solving skills in these areas.

Students interested in positions with social welfare, juvenile courts, community recreation centers, community action programs, adoption agencies, extension work, or church work will find this co-major an exciting field of study.

(Continued on page 18)



BETHEL COLLEGE

A private liberal arts college

Emphasizing
Service
Scholarship
Relationships

Programs include:
Agriculture
Environmental Studies
Health Fields
Home Economics
Industrial Arts
Secretarial Studies
Social Work

For details, write or call:

Office of Admissions
Bethel College
North Newton, Kansas 67117
Telephone 316-283-2500

See Listing Page 24

Student Banking Partner of Bethel College

Free Checking For Students



RIGHT IN THE MIDDLE
OF TOMORROW

MIDLAND
NATIONAL BANK
527 MAIN STREET
NEWTON, KANSAS 67114



Take Two Years and Improve Your World...and prepare for a job.

A two-year, Christian college, Central is characterized by personal contact between faculty and students. Life at Central is an affirmation of practical Christianity.

For more information, please check areas of interest and mail to Director, Admissions, Central College, McPherson, KS 67460.

- ☐ recreation leadership
- ☐ pre-nursing
- ☐ building construction
- ☐ secretarial
- ☐ aviation
- ☐ accounting
- ☐ auto mechanics
- ☐ agri-business
- ☐ data processing
- ☐ child care
- ☐ food service management
- ☐ Bible/Christian service
- ☐ business management
- ☐ transfer programs
- ☐ other, please specify _____

Name _____
 Address _____
 City _____
 State _____
 Zip _____
 Phone _____
 Yr. of grad. _____
 Church Affiliation _____

Central College
 McPherson, KS 67460

CENTRAL COLLEGE, McPherson

Aviation: Students are required to spend a minimum of 20 hours in instruction, and 40 hours of flight time in a Cessna 150. Ground instructions include a general background in science and liberal arts.

The estimated minimum cost for a full-time student to receive a private pilot's certificate is \$591, in addition to regular college tuition and fees. The cost includes fuel, oil, and insurance during the training period.

Dietetics and Food Service Management: Training will enhance skills involving the assessment, planning, implementation, and evaluation of the food service operation, to prepare the student for work in fast food service, nursing homes, day care centers, restaurants, hospitals, and other food service institutions.

Recreation Leadership: This two-year program is designed for students interested in athletic and recreational activities. The curriculum is divided into these four areas: general education, activity skill courses, recreational leadership, and field experience.

EMPORIA KANSAS STATE COLLEGE, Emporia

Sociology/Anthropology: The Sociology-Anthropology Department has a cooperative program with the Lyon County Probation Department to provide students with first-hand experience and research opportunities for which college credit is available. The students work with the chief probation officer as a volunteer probation officer or as a member of the Lyon County Youth Center staff. These two aspects of the program offer practical experience in the area of juvenile work combined with academic knowledge. A maximum of six hours of credit may be earned by students in this specialized program.

Bachelor of Music, Music Merchandising: This four-year undergraduate program will prepare students

for music store management. The program includes instruction in management, marketing, advertising, accounting, sales, and business law, and it emphasizes applied music, music theory and history, music education, and ensemble performance. The curriculum includes instrument repair, piano maintenance, and electronics. Students may earn up to four hours of college credit as interns in music stores, publishing houses, and instrument repair shops.

For four semesters the student follows approximately the same paths as the prospective music teacher; then he may choose to pursue the Bachelor of Music, Music Merchandising or the Bachelor of Music Education.

Mathematics: Independent study courses are provided for students who did not have high school mathematics courses in algebra and geometry.

Students training to become elementary teachers may elect a concentration in mathematics consisting of 12 hours beyond the work required of all elementary teachers. This work may be selected from courses designed for the elementary teacher.

Some new or unusual offerings include: a course in the languages of programmable mini-computers, workshops in the metric system, a television course in Mathematics Appreciation, a Basic Calculus course for non-science majors, and several courses in computer science.

Physical Sciences: Engineering: A dual-degree arrangement with Kansas State University enables the student to earn two degrees, one from EKSC and the other from KSU. Students can major in physics, chemistry, or mathematics at Emporia and then finish in a variety of engineering areas at Manhattan, including agriculture, mechanical, chemical, civil, electrical, industrial, nuclear, or architectural engineering.

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new courses specifically oriented toward engineering, such as statics, dynamics, thermodynamics, engineering materials, and circuit theory.

Chemistry, Physics, and Earth Science: While national figures indicate that there is a poor job market right now for prospective secondary school teachers, this is just **not** true in Kansas in these fields. The Division of Physical Sciences at Emporia State College reports that they have not been able to fill all the jobs available in the region for the past several years.

Home Economics: Students choose from three degree programs—home economics education, home economics in business, and family services. Each degree prepares graduates for entry into a variety of careers. A recent survey indicates that graduates are employed in teaching and educational administration; home economics extension; financial counseling; fashion promotion, sales and management; institutional administration; management and promotional work in government agencies, utility companies, and businesses.

FORT HAYS KANSAS STATE COLLEGE, Hays

Recreation: With an increasing number of students looking toward careers in recreation, Fort Hays has added a course dealing with the history and philosophy of recreation as recreation pertains to economic, political, and social changes. In addition, a new course, Outdoor Recreation Education, deals with techniques, resources, methods, program and administrative practices for outdoor recreation.

Another new course, Introduction to Therapeutic Recreation, deals with the objectives, concepts and methods of recreation for the physically, mentally, and emotionally handicapped.

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KANSAS NEWMAN COLLEGE, Wichita

American Studies: A concentration in American studies is offered as an optional emphasis for persons majoring in either English or history. The program is designed to encourage and enable students to develop an understanding of the social structures and cultural values of the American experience from historical and contemporary perspectives.

Community and Medicine: For the sociology major, a concentration is offered in community and medicine. It is aimed at providing members of the health care professions with an opportunity to direct their studies toward the sociological study of the allied health professions.

KANSAS STATE COLLEGE OF PITTSBURG, Pittsburg

Biology with an Agricultural Emphasis: Students in this program in biology will take the required general education courses, selected mathematics and natural science courses, and a minimum of 16 semester hours in agriculture including agriculture orientation, agronomy, animal science, crop protection, and soils.

Students who completed the Associate of Arts degree at Kansas State College of Pittsburg may, at their option, transfer to Kansas State University to work toward a baccalaureate degree in agriculture. All of the courses taken in the AA program at KSCP will transfer to KSU.

KANSAS STATE UNIVERSITY, Manhattan

Engineering Technology: The Bachelor of Science curriculum of 120 hours requires less mathematics and science than the traditional engineering programs while putting greater emphasis on hardware and applications.

Areas of specialization in technology include: civil engineering, computer engineering, electronic engineering, environmental engineering, food engineer-

ing, mechanical engineering, and production management.

Graduates find a variety of career opportunities in industry and government. Starting salaries averaged \$13,000 in 1976.

Women in Business: This course for seniors is designed to prepare women to work as executives. The course is intended to develop confidence, professionalism, and managerial ability, with guidance in aspects of management which may be somewhat different for women than for men.

KANSAS WESLAYAN, Salina

Accounting: This is a new major, with several new courses including Intermediate Accounting I and II, Cost Accounting, Income Tax Procedures, Advanced Accounting and Auditing.

Careers in accounting span the range from bookkeeper to Certified Public Accountant, and jobs are available in private, public, and governmental accounting. A strong background in accounting is helpful in many business careers.

MCPHERSON COLLEGE, McPherson

Rural Studies: For many years McPherson was the only small college in Kansas to offer basic courses in agriculture, the industrial arts, and home economics in addition to the traditional curriculum in the liberal arts. In the Rural Studies program, these programs will be integrated with new courses such as the literature of rural America, agricultural history, and basic agricultural economics.

OTTAWA UNIVERSITY, Ottawa

Career Exploration I, II and Experiential Education provides students with an opportunity to examine one's role within society through participation in simulated societies, career seminars, and use of career information

(Continued on page 22)

KANSAS WESLEYAN:

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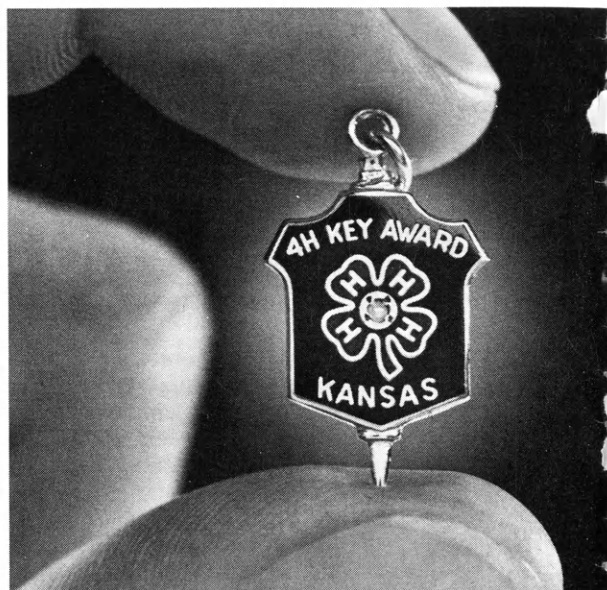
LEADERSHIP DEVELOPMENT IS THE KEY

Of all the honors that can be gained in 4-H work, none is more prestigious than the Kansas 4-H Key Award. Regulations for Key Award consideration are stringent; only about one percent of the state's members are given this recognition each year. Candidates must first meet mandatory requirements which include a minimum of three years of club work completed, participation in at least two out-of-county events, enrollment in Junior Leadership during the current year, and two letters of recommendation—one of which must be from the adult leader of the club.

In addition to these and other basic qualifications, each nominee for the 4-H Key Award must have demonstrated

outstanding contributions in leadership, citizenship, and community service. Exhibits, demonstrations, judging, public relations work, the holding of offices, and evidence of handling increased responsibilities in projects are also considered by the State Awards Committee when determining whether a 4-H'er has earned this honor.

With so many factors considered, the 4-H Key Award obviously is recognition for leadership development. Simply stated, it recognizes members who have lived up to the high ideals expressed by the 4-H pledge. It is an award to strive for with determination . . . to win with a feeling of accomplishment . . . and to wear with pride. Congratulations, winners!



ANNOUNCING THE 1976 KANSAS 4-H KEY AWARD WINNERS

Allen

Vicky Ann Ritter
Wade Vogel
Debra Wall
Stephanie Brock
Jack Sweany

Atchison

Rebecca Besancon
Randall Tosh
Craig Gigstad

Barber

Patricia Moore
Mona Rusk

Barton

Janne Henning
Clint Clarke
Elaine Besthorn
Cynthia Turner
Judy Demel
Jan Fanshier

Bourbon

Carol Hazelbaker
Joe Brown
Bob Geiger

Brown

Kevin Brockhoff
Samuel Long
Tim Neher

Butler

Brent Mossman
Lane Chase
Kim Whiteside
Kendall Gray
Ben Whiteside
Cynthia King
Morris Renfro

Chase

Catherine Starks
Brenda Danford

Chautauqua

Lura Fuller

Cherokee

Shane Eckhardt
Tammie Carver
Linda Hilderbrand
Diane Johnston

Cheyenne

Cindy Curry
Dennis Weeden
Kelly Morris

Clay

Kathy Cott
Dee James

Cloud

Tammy Dorman
Mary Susan Martin
Jon Buss

Coffey

Mark Seaman
Eileen Eggleston

Comanche

Russell Murphey

Cowley

Teresa Wilcoxon
Terri Timmis
Teresa Hodgson
Sandra Banta
June Finney
Kevin Hine
Mark Wittenborn

Crawford

Anne Brooker
Carolyn McClaskey
Lorri VonSoosten
Chuck Kunshek
Eileen Chadd

Decatur Darla Anderson Ward Brown Tracy Marshall Vicki Wells	Harper Fred Howie, Jr. Phillip Schmidt	Lyon Bronwen Rees Denise Wingert Judy Collinge Vicki Rees Mike Richardson	Pottawatomie William Mergenmeier Donald Honig Charles Sauvage	Seward Beth Webster Cindy Brose
Dickinson Ellen Garten Gregg Sexton Margaret Ryan Susan Lang Larry Garten Jean Feigley	Harvey Anita Sauerwein Bryan Gillmore	McPherson Brian Fuller	Pratt Luree Ann Lusk Parthena Grigsby Solveig Brant	Shawnee Cindy Hildebrand Patricia Moore Gary Doud
Douglas Rita Lynch Cindy Grammer Sharon Winter Terry O'Bryon Denise Leary Philip Bradley	Haskell Dick Hinderliter Thresa Allen Douglas Moore	Marion Marcus Carlson Sheree Penner Natalie Hiebert Keven Hiebert	Rawlins Dave Kacirek Lynn Anderson	Sherman Buster Showalter Peg Short Kristi Nelson Leland Gattshall Jorita Henry
Edwards Martha Herrmann Sheryl Craig	Hodgeman Cheryl Dauber Doug Vieux DeWayne Craghead	Marshall Patricia Heiman David Nordhus Carolyn Linkugel Jane Koch Kurt Obermeyer Cynthia Sue Wanklyn	Reno Kim Krehbiel Susan Schlickau Tami Thalmann Steven Garinger Karen Horton Jana Marie Fishburn	Smith Sharon George
Elk Jim Williams Barbie Becker	Jackson Lester Harris Dennis Wells	Meade Pam Friesen Brad Padgett	Republic Scott Handley Karen Kalivoda Pamela Cossaart Cherie Veteto Melvin Waite Bernadette Pachta	Stafford Leah Dunn Janell Alpers Terri Teichmann
Ellis Shirleen Flinn Charla Engel	Jefferson Karen Kendall Stacy Smith Brenda Johnson Karla Hefty Kay Phillips Rita Mulvihill	Miami David Butel Rebecca Mueller Susan Radley Robert Snell Gwendolyn Williams	Rice Susan Brothers James Bush Fred McAllaster Lawrence Brownlee	Stanton Randall Shore
Finney Sharon Dechant Pat VenJohn Sheryl Goss	Jewell Judy Spiegel	Mitchell Janette Wilson Dawn Thompson	Riley Eva Blevins Laurie Bogle Keith Duer Wayne Michaels Julie Wells	Sumner Bradley Kloefkorn Dennis Patton Kevin Lee Hunt
Ford Alan Vogel JoAnn Evans Charles Nicholson Audrey Grasser Lyn Snyder	Johnson Darla Keener Elaine Sheldon Charles Voigts	Montgomery Greg Rigdon Carrie Hamilton Chuck Johnston Sharon Gartner	Rooks Becky Jackson Lorna Sutor Robin McClellan	Thomas Bonnie Crabtree
Franklin Becky Vining Debbie Chambers Debbie Horne Nancy Horne	Kearny Janice Graber	Morris Tammy Dalquest	Rush Steve Misegadis Fran Jira	Trego Mary Jo Felder Linda Gibson
Geary Pamela Lichtenhan Jackie Breese	Kingman Kay Sparks Judi Biggs Jan Conrardy Velva Blumanhourst Chris Dick	Morton Diann Tucker	Russell Brad Stoppel Kevin Cederberg	Wabaunsee Galene Smith Marci Geisler Geraldyn Flach Sharon Hammarlund
Gove Geraldyn Kraus Vickie Evans	Kiowa Jeff Morris	Nemaha John Dobbins Susan Montgomery	Saline Calvin Carlson Jill Cyr Sue Ann Sundgren	Wallace Larry McWilliams
Graham Nancy Griffith Rita Minium	Labette Janice Stottmann Carolyn Stangle Louis Willems Sandra Keltz	Neosho Brenda Brock Norman Jordan Edward Seefeldt Joe Simmons Gloria Summervill	Scott Doug Allen Marilyn Maddux Randy Scheuerman	Washington Darrel Carter Timothy Lange
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Gray Tina Habiger Bradly Richardson Roger Perkins	Leavenworth Marcia Wilhite Daniel Hunnel Dennis Ryan Mary Beth Schwinn Walter Hunnel David Todd Carol Grabeal Cathy Baron Debra Knapp	Osage Debbie Snyder Duane Mercer Sally Kuykendall	Wyandotte Julie Swanson Sheri Wise Christianne Vaught Jeff Haworth	
Greeley Carolyn Herl	Lincoln Tami Panzer Daniel Rosebrook Greg Morrical	Osborne Donita Carswell		
Greenwood Crandell McLean Debra Wiggins Lori Longacre Joshline McLean Madeleine Miller	Linn Alan Charley Karen Stainbrook Debra Ross Janet Avery	Ottawa Cindy Rolph		
Hamilton Judy Grinstead Margaret Golladay	Logan Penny Hullet	Pawnee Shelly Bowman Susan Finger Jan Schartz		
		Phillips Clinton Pumphrey LewJene Schneider		



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(Continued from page 19)

sources, both on and off campus. The emphasis is placed on matching a student's personal interests, needs, and goals with potential career positions. Students enrolled in Experiential Education will plan a short-term experience which will involve actual examination and investigation of various career opportunities, and attempt to demonstrate the relationship between one's educational program and an actualized career position.

Environmental Conservation, Introduction to Environmental Studies, and Topics in Environmental Studies are three courses which are part of a new educational program developed to help prepare Ottawa students for careers in interpretive ecology/environmental education, environmental science/research ecology, environmental protection/resource, management, and urban and regional planning. Internship opportunities will be made available to students in both public and private organizations concerned with environmental quality at all levels.

Human Resources Administration, Marketing Communications, Small Business Administration, and Introduction to Public Services offer students a unique opportunity to prepare for the many career opportunities which exist in business management and public administration. These new courses have been added to the existing courses offered in the department of Economics and Organizational Administration at Ottawa University. As a private Christian college, Ottawa stresses the importance of having qualified, value oriented individuals in business, social, and political sectors of our society.

Introduction to Computers and Data Processing and Computer Program-Extend Basic and Fortran are two courses made possible by the arrival of one of the most sophisticated computers of its kind on the Ottawa campus. In addition to these course offerings, OTIS (Ottawa Total Information System — computer name) provides Ottawa students with new instruction methods and a key to streamlining many management and administrative tasks.

OTTAWA UNIVERSITY

Ottawa, Kansas

See Listing Page 24

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ST. JOHN'S COLLEGE, Winfield

Associate Degree Nursing Program: This program extends over two academic years plus a summer in between. Graduation leads to the Associate Degree in Nursing and qualifies grads to write State Board examinations for licensure as a registered nurse.

There's also an option built into the ADN program. Students completing the first year and the summer school session have the option to write State Board examinations for licensure as a Licensed Practical Nurse (LPN).

Students enrolled in the ADN program have the advantages of sharing in regular college life — athletics, music, drama, student government, and the like.

The application deadline for acceptance into the 1977-78 class is May 1, 1977.

SAINT MARY COLLEGE,
Leavenworth

Social Work: This was recently initiated as a bachelor's degree program.

Students take a variety of social work courses on campus. A semester at the Urban Center in Kansas City, featuring practical field experience in the inner city, is one of several on-the-job courses in social work.

Medical Technology: Seminars and internships are offered in addition to the regular course program approved by the American Medical Association. Instrumentation and electronics courses have been developed in the curriculum.

SAINT MARY COLLEGE

Leavenworth, Kansas

See Listing Page 24

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- Nursing

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Saint Mary-Donnelly College 2+2 Cooperative Program: This program offers courses leading to a bachelor's degree in public affairs or business administration on the Donnelly campus. The 2+2 program has experienced a greater than 100 per cent growth rate since its 1974 beginning.

For the college as a whole, 25 per cent more students are enrolled than a year ago.

SAINT MARY OF THE PLAINS, Dodge City

Nursing: Students are prepared to be registered nurses who are skilled professional practitioners in nursing. The program also serves as the foundation for graduate work in clinical specialties, teaching, administration, and research.

Courses in the junior and senior years will be taken at the 650-bed Saint Joseph Hospital and Rehabilitation Center in Wichita.

Criminal Justice: Contemporary social problems require heavy emphasis on the American criminal justice system and an increased respect for law and order. Bachelor of science in Criminal Justice prepares people to enter this field and can give increased professional knowledge and skills to those already working in the field.

Career possibilities exist in various police, court, and correctional agencies, such as juvenile and youth ranch leadership; police and probation work, and administration in law enforcement and correctional institutions. Secret service and FBI careers are more obtainable with completion of the program.

Political Science: This provides opportunity for a through study of government and politics as a preparation for careers in public affairs and public service; as a background for professions, especially for law and teaching; and as an effective means of more intelligent political participation.

Some students considering governmental careers have served as interns at the State Capitol in Topeka. The offices of city manager, city officials, and attorneys have also made internships available.

SOUTHWESTERN COLLEGE, WINFIELD

Social Work: This program is designed to meet the new state certification requirements. Included in the required courses are practicums and field experiences.

STERLING COLLEGE, Sterling

Youth Leadership: This program will prepare students for a future as professionals in the youth leadership field whether their interests are in youth ministries (in churches, in various religious organizations like Young Life, Campus Crusade and Campus Life), or in community service groups such as

Boy Scouts, Girl Scouts, 4-H, YMCA, and YWCA.

The Youth Leadership major features a core curriculum of required courses and a group of electives from which students may select those courses fitted to their particular interests. A practicum course puts them "on-the-job" for a concentrated internship experience in a youth organization. At the end of our four-year program they will be able to demonstrate their competency as a

youth leader in either youth ministries or community service.

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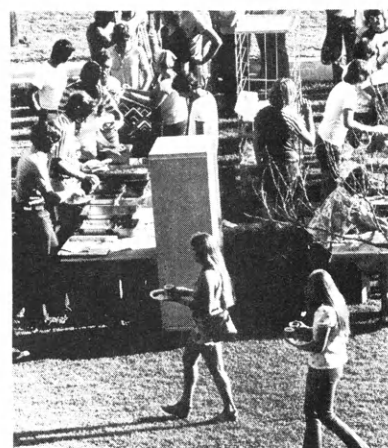
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Fall Semester, 1976

(Equated Full-Time)
Enrollment

School	Location	(Equated Full-Time) Enrollment	Type	Affiliation	Accreditation
Baker University	Baldwin	850	Coed	Methodist	Kansas State Department of Public Instruction; Nat'l. Council for Accred. of Teacher Education; University Senate of the Methodist Church; American Assoc. of Univ. Women*
Benedictine College	Atchison	974	Coed	Catholic	Nat'l. Council for Accred. of Teacher Education; State Dept. of Public Instruction; Nat'l. Association of Schools of Music; Nat'l. Catholic Education Association*
Bethany College	Lindsborg	710	Coed	Lutheran	Kansas State Department of Public Instruction; North Central Regional Assn.; NCATE*
Bethel College	North Newton	617	Coed	Mennonite	Kansas State Department of Public Instruction; AAUW; North Central Regional Association on Social Work Education*
Emporia Kansas State College	Emporia	5,097	Coed	State	Amer. Library Assn.; Nat'l. Assn. of Schools of Music; Nat'l. Council for Accred. of Teacher Education; State Dept. of Education.*
Fort Hays Kansas State College	Hays	4,559	Coed	State	State Dept. of Public Instr.; Kans. State Board of Nursing; Amer. Assn. of Colleges for Teacher Ed.; Nat'l. Assn. of Bus. Training Insts.; Nat'l. Council for Accred. of Teacher Ed.; Nat'l. Assn. of Schs. of Music; AAUW; North Cen. Regional Assn.; Council of Grad. Schs.; Nat'l. League of Nursing*
Friends University	Wichita	740	Coed	Soc. of Friends	Nat'l. Council for Accred. of Teacher Education; Nat'l. Association of Schools of Music*
Kansas Newman College	Wichita	466	Coed	Catholic	Ks. St. Bd. of Edu.
Kansas State College of Pittsburg	Pittsburg	4,538	Coed	State	Kansas State Department of Public Instruction; National Catholic Educational Assoc.*
Kansas State University	Manhattan	17,251	Coed	State	Nat'l. Council for Accred. of Teacher Education; Nat'l. Association of Schools of Music; Nat'l. University Extension Association; American Association of Colleges for Teacher Education; American Chemical Society*
Kansas Wesleyan	Salina	450	Coed	Methodist	Fully accredited by the North Central Accrediting Association and by various professional accrediting agencies.
Marymount College of Kansas	Salina	732	Coed	Catholic	University Senate of the Methodist Church; AAUW; Kansas State Dept. of Education; North Central Regional Assn.*
McPherson College	McPherson	508	Coed	Brethren	Nat'l. Council for Accred. of Teacher Education; Nat'l. League for Nursing; Nat'l. Assn. of Schools of Music*, Kan. St. Bd. of Edu.
Mid-America Nazarene College	Olathe	916	Coed	Nazarene	Kansas State Department of Education; Kansas Assn. of Colleges and Universities; North Central Regional Assn.* Kan. St. Bd. of Edu.
Ottawa University	Ottawa	600	Coed	Baptist	Kansas State Department of Education*
Saint Mary College	Leavenworth	630	Women	Catholic	Kansas State Dept. of Public Instr.; American Baptist University*
Saint Mary of the Plains College	Dodge City	446	Coed	Catholic	Nat'l. Council for Accred. of Teacher Education; Nat'l. Association of Schools of Music; AAUW and Kans. State Dept. of Education*
Southwestern College	Winfield	609	Coed	United Methodist	Kansas State Department of Public Instruction; Nat'l. Association of Schools of Music; Kans. St. Elem. & Sec. Teacher Ed. Programs.
Sterling College	Sterling	580	Coed	Presbyterian	Kansas State Department of Public Instruction; American Association of University Women; Nat'l. Crediting Assoc. Teacher Education*
Tabor College	Hillsboro	460	Coed	Mennonite Brethren	Nat'l. Association of Schools of Music; Kansas State Department of Public Instruction*
University of Kansas	Lawrence	20,449	Coed	State	Professional Accred.; Arch.; Art; Business; Chem.; Engineering; Journalism; Law; Medical Tech.; Medicine; Music; Nursing; Occupational Therapy; Pharmacy; Physical Therapy; Psychology; Social Work; Speech Pathology and Audiology; Teacher Education; X-Ray Technology*
Washburn University	Topeka	4,022	Coed	Municipal	Nat'l. Council for Accred. Teacher Education; Association of American Law Schools; American Bar Association; American Association of Univ. Women; Nat'l. Ass'n. of Schools of Music*
Wichita State University	Wichita	9,953	Coed	State	Nat'l. Council for Accred. Teacher Education; Nat'l. Association of Schools of Music; Engineers; Council for Professional Development; American Chemical Society Committee for the Professional Training of Chemists*

* Is accredited by North Central Association of Colleges and Secondary Schools

Council on Dental Education; American Assembly of

Tuition & Fees Per Sem.	Room & Board Per Sem. (in residence halls)	On Campus Housing Capacity	SCHOLARSHIPS		WRITE FOR INFORMATION TO
			No.	Average Amount	
\$1010	\$595	800	300	\$500	Director of Admission, Baker University, Baldwin City, Kansas 66006.
950	597.50	1,153	275	800	Benedictine College, Director of Admissions, North Campus, Atchison, Kans. 66002.
1,885 per year	1,205 9er year	640	200	400	Director of Admissions, Bethany College, Lindsborg 67456.
949	580	620	346	294	Office of Admissions, Bethel College, North Newton 67117.
203	600	1,442	450	200	Office of Admissions, Emporia Kansas State College, Emporia, Kansas 66801.
20.75 per credit hr.	571-622 (includes 10, 15 or 20 meal plan)	1,712	500	360	Registrar and Director of Admissions, Fort Hays Kansas State College, Hays 67601.
948	575	188	(No stipulated amt.)		Office of Admissions, Friends University, Wichita 67213.
930	570	276	145	500 (per year)	Director of Admissions, Kansas Newman College, Wichita, Kansas 67213.
200.25	525-743	943	360	275	Office of Admissions, Kansas State College of Pittsburg, Pittsburg 66762.
340	600	5,000	1,000	300	Dean of Admissions and Records, Kansas State University Manhattan 66506.
905	592.50	500	108	750 (per year)	Director of Admissions, Kansas Wesleyan, Salina 67401.
800	595	288	150	500	Admissions Director, Marymount College, Salina 67401.
910 Room Board for 15 hrs.	160-225 360	479	Unrestricted number available, up to \$1,200 per year.		Director of Admission, McPherson College, McPherson 67460.
729 per year	567 (average)	820	250	300	Director of Admissions, Mid-America Nazarene College, Box 1776, Olathe, Kansas 66061.
1155	580	768	600	584	Office of Admissions, Ottawa University, Ottawa 66067.
675	525	300	200	500	Director of Admissions, Saint Mary College, Leavenworth 66048.
850	550	420	185	300 renewable each semester	Director of Admissions, Saint Mary of the Plains College, Dodge City 67801.
857.50	572.50	565	560	450	Director of Admissions, Southwestern College, Winfield 67156.
975	550	575	150	500 (renewable for 4 yrs.)	Director of Admissions, Sterling College, Sterling 67579.
1050	565	400	250	425	Director of Admissions, Tabor College, Hillsboro, Kansas. 67063.
288	640	5,200	1,853	611	Office of Admissions and Records, University of Kansas, Lawrence, Kansas 66045.
\$21 per hour plus \$2 per hour fee, plus \$10 activity fee	650	339	500	300	Registrar and Director of Admissions, Washburn University, Topeka 66621.
292.75 15 hour load)	587.50	991	522	275	Director of Admissions, Wichita State Univ., Wichita 67208.

Since the end of the draft a lot of young people are discovering a good place to invest their time. The Army.

They've come, over 275,000 strong, for things they may not have found anywhere else. Some came for job training. Where else can you get your choice of hundreds of good jobs? Some, for travel. Where else can you get to go almost anywhere in the world?

Some came for the personal challenge. Where else can you get as much responsibility right out of high school? Some, for education. Where else can you get up to 75% of your tuition and fees for approved courses paid for?

And some came because they wanted to do something positive for their Country.

If you want to know more about joining the Army, see your local Army Representative.



CALL ARMY OPPORTUNITIES

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Flexibility— the key to finding the first job

By Vickie Robben
Informational Representative
Department of Human Resources

Looking for your first job?

Wondering what career you should choose?

A place to go for help is the Kansas Job Service Center in your town. With a guide entitled the "Occupational Outlook Handbook," published by the U.S. Department of Labor, professional vocational counselors are able to assist young people in choosing a career worth pursuing.

They can pinpoint salary ranges, estimate the number of job openings in a particular field, and identify educational qualifications for more than 300 job categories.

Computerized job matching, available through the job Service Centers, will help potential workers find employment. Called job bank, the computerized system provides a network for putting the right person in touch with the right job. Personal interviews are also utilized at Job

Service Centers to pre-screen applicants for employers.

Regardless of the occupation one chooses, whether it is a paraprofessional job or a technical one, the competition for employment positions will be tough during the next decade.

Remember that one's first job is a stepping stone of experience. It is the link to better pay and prestige. The impression made on that first job will influence an entire work career. It follows that one's first job interview is equally important.

To land that first position, have a concise one page resume outlining experience and qualifications. Do not include a picture or health record unless requested. Dress appropriately for interviews. A neat, clean appearance is more important than stylish clothes. Refrain from smoking, chewing gum, or appearing nervous.

Make your employment search a **full time job**. Finding the right position requires more than one or two interviews. Be prepared to write

numerous individual inquiries. Do not rely on form letters. A personal note will indicate to the employer that you are interested in working for his company, not just any company. Arrange as many interviews as possible, but be punctual.

Keep in mind that the first job may not offer the best of everything. Be willing to negotiate on salary and accept positions in smaller communities. Employment situations in larger metropolitan areas are particularly competitive.

After the job interview, a follow-up letter or call is sometimes appropriate. But do not antagonize an employer by too many calls. Keep in mind his or her busy schedule.

When job searching, consider positions that are related to one's field of study. For instance, a graduate of journalism may find openings in public relations, radio continuity writing, or advertising.

Although competition during the next decade will be increasing, the students who specialize but remain versatile will enhance their job outlook. The best way to obtain a job is to utilize self-motivation, remain fluid and flexible, trace all leads, take advantage of all professional help, and persevere.

The Armed Services—Bridge to the future

By Tom Gaume
Armed Services Information

When an architect designs a building, his plan usually calls for a strong foundation. He knows it must withstand the pressures of time and weather. In the same way, a young person planning a career should get the best training and experience possible to lay a strong foundation for the pressures of the job market. Even in prosperous times some highly qualified persons are unemployed.

The pressures are especially great for a young, inexperienced person. For the past 15 months, the unemployment rate for 16 to 19 year olds has stuck close to 20 per cent and closer to 40 per cent for blacks. The statistics underestimate the extent of the problem. Young people often get discouraged, stop looking for work, and then are not even counted as unemployment statistics.

Getting a good job, one that offers hope for promotion, is hard to do.

Too often employers rule out those under 21 for positions they think need a higher level of maturity. Union membership requirements create another obstacle for thousands of young people.

Every day employment counselors hear the cries, "To get a job I need experience. How can I get experience without a job?"

A bridge is needed to span the gap between education and work.

The Armed Services are seldom thought of as a bridge to a promising career, but people are usually surprised to learn that many successful businessmen, teachers, and tradesmen began their careers in the service. For them, the service was a buffer period between high school or college and adulthood. It was a time to learn discipline that they would use for a lifetime. More importantly, they gained an elusive quality known as maturity.

The question is often asked, "How can I get training in the service that I can use in civilian life?"

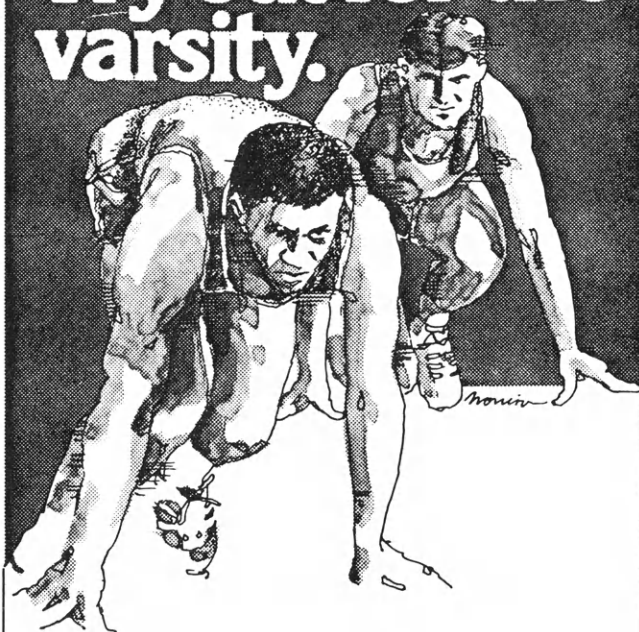
It is true that the primary duty of the services, whether it be Army, Navy, Marines, or Air Force, is our nation's defense. But in order to perform their primary duty, the services need thousands of people to maintain their equipment and personnel. The military is a society in itself. As such, it needs all the skills necessary to any society.

Jobs in the service range from electronic technicians, auto mechanics, and construction equipment operators to specialists such as interpreters, dental technicians, and employment counselors.

It's not always easy to get in the service. The enlistment procedures for all branches of the service are similar, but some branch's standards are higher than others in certain skills. Applicants must pass mental and physical exams and have a reasonably clean police record. A period of basic military training is followed by advanced training in a specialized field. The advanced training a person

(Continued on page 28)

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Salina, KS	913-827-7893
Topeka, KS	913-267-0747
Wichita, KS	316-686-6689

The Armed Services (Continued from page 27)

receives depends upon test scores and personal interviews to determine an applicant's qualifications.

Some services offer training options chosen before enlistment. The Marine Corps, for example, offers training in areas like administration, radio communication, and military police. Job training in more than 300 skills from air traffic controlling to welding are available in the Army. Nearly 85 per cent of all enlistees in the Air Force receive technical training in fields like photomapping and aircraft maintenance.

In addition to these skills, the services have a total of 22 tuition programs designed to assist students who are serious about attaining a higher education. Some of the programs pay 75 per cent tuition for approved courses. The credits are transferable to other colleges and trade schools and may be taken either on or off base. Even sailors at sea can go to college on the Navy's Program Afloat.

For other programs, usually in such specialized areas as medicine and science, the service pays 100 per cent of tuition, fees, and books, and pays a student to go to school. In return, the student usually is required to serve one year in the service for each year in school.

The advantages and benefits of military life are as vast as the Armed Services themselves. Among the benefits are free medical and dental care, meals and housing, 30 days paid vacation a year, and educational assistance after discharge.

Compare the programs and advantages in the Army, Navy, Marines, and Air Force with any job in civilian life. A hitch in the service can provide a strong foundation on which to build a future.

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For more information on how you can be someone special, talk to your High School guidance counselor or call Dave Pierman at (816) 374-2376.



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Architecture and the building trades

By William R. Jahnke
Professor and Assistant Dean
College of Architecture and Design
Kansas State University
Manhattan

Since prehistoric man first sought shelter in a cave or under a tree, men have continued through the centuries to modify their environment, seeking ways to improve the quality of their surroundings and to live harmoniously with the natural world around them.

The successes and failures of these efforts can be traced through history. Each newly uncovered ruin yields additional evidence of man's ventures in design and construction.

Within every modern-day society, including even the most primitive, there exists the need to design and construct structures to accommodate living, religious, industrial, commercial, and recreational activities. The structures thus created reflect the society and technology of the group.

In a continually changing world with shifts in social structure, resources, population, and life styles, as well as developments in technology and materials, ever-increasing challenges confront those who design and construct.

The building industry in the United States has become one of the country's largest and most impor-

tant industries, because shelter remains one of man's most basic needs, second only to food.

As this nation has struggled to keep pace with an escalating need for housing and construction, so have our educational institutions worked to provide training and education for those young people who will become the builders and designers of tomorrow.

Young people with an interest in construction can pursue a career in one or more of the building trades; i.e., plumbing, electrical work, carpentry and general construction, masonry, or refrigeration systems. Programs of these types may be found in vocational and technical trade schools and run from six months to two years. Upon completion, the graduate works as an apprentice, gaining the field experience necessary to become a journeyman.

As a journeyman with a license, the tradesman will find opportunities with construction firms throughout the nation. Some licensed tradesmen may elect to establish their own small businesses. Tradesmen are responsible for the actual construction work required to build all structures. The special skills and abilities of the American tradesman may lead to opportunities in foreign countries as well.

The complexities of modern con-

struction technology coupled with the pressures of ever-increasing costs have established a need for well-trained construction management experts and project managers.

These individuals coordinate, manage, and oversee the construction process, but do not do the work of the tradesmen. The nature of this responsibility demands a general understanding of construction techniques and their relative costs, project scheduling, project management, business procedures, contracts and legal documents, bidding, estimating, and labor relations. Graduates of this four-year college level program can find opportunities throughout the world both in construction and in those industries which manufacture building products.

The events of the past clearly reveal a history of poor decision-making in many areas of design which affect the natural environment, and this emphasizes the importance of decision-making in planning and design. A desire to participate in this broad and extremely important area of our nation's future growth has attracted more and more young people each year into environmental design. In this area, crucial and lasting decision making takes place. We spend most of our lives in environments that men have designed and built. Designers make conscious decisions which affect the quality of our

(Continued on page 32)

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Architecture, building trades

(Continued from page 32)

surroundings. Designers and planners must be sensitive to human needs, must be creative in their solutions, and ever aware of the impact upon the natural environment. Design must reflect a harmony between nature and man as well as a wise use of our resources.

Within the areas of planning and environmental design there exist many professional areas of specialization. A professional education consists of five years of study in a professionally accredited college. Study includes two year's work in liberal arts, basic science, and basic environmental design concepts, followed by three years of professional concentration.

Architects graduating from one of the professional areas of architecture, landscape architecture, or interior architecture will find opportunities in the design of buildings and structures of all types, design of parks and recreational facilities, land use planning, urban design, community development, and building restoration.

The professional graduate, after spending three years of internship working under the direct supervision of a registered professional architect, may take the state licensing examination. Once licensed, the professional architect may elect to establish a private practice.

The continuing nationwide demands for housing and construction

clearly establish a need for well-educated young people in all of the above career areas.

For additional information, contact your high school counselor, nearest vocational school, Kansas State University, or the University of Kansas.

The travel agent

By Marie Rupp
Manhattan

The travel agent advises customers on their travel needs and makes all the necessary arrangements for their trips. Travel agents' duties are as diverse as they are numerous. They make hotel, plane, and steamship travel reservations. They sell American Express or bank travelers' checks, suggest independent or escorted tours, arrange for car rental, and advise on wardrobe. Essential information — on transportation lines, hotels, sightseeing companies, and tour operators to space availability charts from hotel representatives — all must be at the travel agent's fingertips.

In short, travel agents may be combinations of creative tour organizers, ticket clerks, department heads, owner-managers, and sales representatives. In large agencies, however, specialists are assigned to each job.

The average agency employs five to six full-time employees and two part-time employees. Wages of salaried employees vary according to the annual volume of business transacted by an agency. Salaries also vary with the amount of responsibility the job entails, the individual's ability, and length of service with the company.

Since travel agents deal directly with people, an ability to get along well with the public is vital. An agreeable, pleasant, and friendly manner, as well as a neat appearance, is essential. An ability to work smoothly with people and to assume responsibility is important.



Agents must possess a talent for selling and a mind for detail if their enthusiasm for travel is to carry over to their customers. They must be able to describe accurately places of interest of which they have knowledge. They must read travel publications and reports in order to keep abreast of the changing patterns of travel. How is your math? An agent must be able to figure out fares, varying seasonal accommodation rates and tax charges.

Students desiring to join this occupation should examine themselves to determine whether they possess the following requirements: a knack for correctly analyzing people, a fascination for geography, a desire to travel, a flair for foreign languages.

Travel agents usually are required to have a high school diploma. Many large agencies prefer hiring agents with a least one year of college. To advance to managerial positions, a college degree in business administration or liberal arts is helpful.

For those planning to go to college, courses most helpful for entering the travel profession are geography, literature, languages, history, and psychology. The broader the cultural background the greater the chances for success in this profession.

Travel and tourism is one of the largest businesses in the U.S.; however, the nation's economy is reflected in the travel industry. At the present time, job opportunities do exist in the travel field, and if general business conditions pick up in the near future the travel business will take off to new heights of prosperity — meaning more opportunities for you.

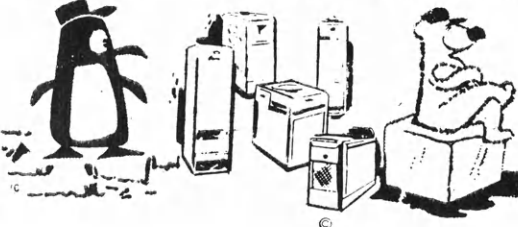


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CLASSES

This is an exciting time to be selecting a career. It is a time of unequalled opportunity for young women. Never have opportunities been greater than they are today.

The following paragraphs describe a few of the areas that are available to young women in business, the job-entry positions, and the personal requirements for each.

Accounting

Positions vary greatly, depending upon the educational background of the employee. The area includes the person who operates a single machine or records entries, the programmer with an advanced college degree, and the accountant.

Upon completion of a post-secondary program, a graduate will be qualified for positions as an accounting clerk, budget clerk, cost clerk, junior accountant, and programmer coder.

Success in the field demands an interest in and an aptitude for figures. A person must develop a sense of orderliness and an appreciation for accuracy, and she should enjoy collecting large amounts of data, analyzing data, and preparing reports.

Banking and Finance

Banking continues to be one of the greatest growth industries. Few industries offer better promotional prospects than banking.

Junior college graduates are eligible for a number of entry-level jobs. These positions include administrative assistant, accounts receivable clerk, credit analyst, junior statistician, teller, and junior auditor.

Banks look for young women who have the ability to deal easily and tactfully with others. Banks are also interested in people who com-

Opportunities for women in business

By Patricia Rhoades
Assistant Professor of Business
Fort Hays Kansas State College
Hays

municate well with staff members and the community.

Real Estate

Real estate specialists, especially women, are of recent importance. They manage apartments and commercial and industrial property. In the market place, they bring the buyer and seller together. In addition, they study land use, population growth, marketing patterns and trends, and possibilities for real estate investment.

A variety of positions are available in small and large cities. These positions include escrow clerk, property manager, real estate office clerk, real estate salesperson, trust clerk, and mortgage officer.

To be a successful real estate specialist, a person must desire a non-routine job and must enjoy meeting people.

Data Processing

The impact of automation and computers on business practices and procedures has resulted in a diversification of career opportunities. The use of the computer in almost all businesses creates tremendous opportunities for well-qualified personnel in almost any area of personal interest.

Some of the entry-level positions are keypunch operator, junior programmer, computer operator, and programmer.


The prospective data processing technician should possess above average intelligence. An ability to communicate and work well with others is important since the technician frequently serves as a communication link between various disciplines.

Retailing

Retailing, the selling of manufactured goods to individual consumers, is the heart of the economy. It is planning for Christmas in July and buying spring clothes in October. Retailing is everywhere so there is always a retail job opening.

A new employee with college preparation can start as a management trainee, personal shopper, salesperson, department manager, assistant buyer and comparison shopper.

(Continued on page 34)



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Women in business

(Continued from page 33)

The ability to deal with all types of people is vital. In all retailing occupations, the ability to think and act quickly and the willingness to pay attention to detail are of utmost importance.

Typist and Office Machine Operator

Since the typewriter is the basic tool for written communications in a business firm, there are many opportunities for the young woman.

Some of the jobs include clerk-typist, forms typist, automatic typewriter operator, word processing clerk, transcribing operator, and graphic machines operator.

Accuracy and attention to detail are required for all tasks done by typists. A good typist must have the skills of reading, spelling, punctuation, and proofreading.

Legal Secretary

Many secretaries are employed as legal secretaries for an attorney, a law firm, or a legal department in an organization. Law offices range in size from a single office to an executive suite of offices. They are often based on the kind of law in which they specialize, such as criminal law.

The duties of a legal secretary depend on the type of office. The duties usually include filing, transcribing, making appointments, acting as a law librarian, acting as research assistant, and supervising office personnel.

A legal secretary must have integrity, must be honest, and must be tactful.

Medical Secretary

One of the popular, well-established fields of specialization is medicine. Opportunities are available in hospitals, clinics, nursing homes, public health departments, and with manufacturers of medical supplies and medical publishing firms.

Duties depend upon where the employee works. In addition to the usual office duties, she prepares insurance forms, sends collection notes, works with Medicare, arranges for admissions, and accounts for the lab equipment.

The most important quality is dedication to the medical field and compassion for the ill.

Secretary and Stenographer

Secretaries and stenographers are an indispensable component of the American free enterprise sys-

tem. They work in large, medium, and small offices in government, education, communications, research, publishing, retailing, and advertising.

A secretary can be described as one who acts as an assistant to an

executive, is a master of office skills, has the ability to assume responsibilities, displays initiative, exercises judgment, and makes decisions within the scope of her authority.

The prospective secretary should

possess a pleasing personality, the ability to work under pressure, and the flexibility to follow commands from an executive.

These are only a few of the career opportunities for women. The opportunities for rewarding careers in business are unlimited. Promotional opportunities, particularly involving supervision and management, will be best for those who have had the advantage of post high school education and on-the-job training.

Good study habits

(Continued from page 2)

it by running your eyes quickly up and down the columns just to get the central thought. Read the section titles in bold print and the first sentences of each paragraph. Then go back and reread the whole chapter carefully. Underline or highlight the most important points in your book. Use your dictionary to be sure of the meanings of any words that are new to you. As you read, you should stop once in awhile to think back over what you have read and summarize it in your head. Ask yourself questions to help make sense of the material. Read as fast as you can but still keep your mind on the meaning. Don't skip tables, graphs, or pictures.

In most lecture classes, it will help to take notes on what the in-

(Continued on page 37)

CAREER OPPORTUNITIES UNLIMITED



The variety of careers in health offers rich scope for the inquiring mind, as well as the excitement and gratification of helping advance man's progress in dealing with himself and his environment.

In spite of the growing number of persons in the health professions, the supply has not kept pace with the demand for services. The opportunities are truly unlimited! Whatever your choice—medicine, dentistry, nursing, public health, pharmacy, medical technology, medical assistance, biophysics, biochemistry, bacteriology, to mention only a few—your prospects will be what you make them, determined by *your* interest and capacity, *your* training, *your* decisions, *your* work.

The Kansas Medical Society

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Topeka, Kansas

How About The Newspaper Business?

If you are thinking about following a business or professional career, why not spend an hour visiting with your home town editor and learn about the possibilities in journalism?

The newspaper business offers an opportunity for a most interesting and rewarding life for the young man or woman who has a broad educational background, a liking for people, courage, and a desire to have an active part in the American way of life.

A good newspaper man has the satisfaction of knowing that he is helping others to a better life. He remembers that "The People Have The Right to Know" and, that there is no better way to have a well informed Democracy than through the printed word.

Before you make up your mind on your life's work, please think seriously about journalism. Thousands have found it a most enjoyable and rewarding career. Maybe you?

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Outdoor occupations

By John Abell
Extension 4-H Specialist in
Outdoor Education

Career opportunities in the outdoor field are many and varied. Most of the careers fall into the occupational clusters of recreation and environment.

Let us first examine recreation. Due to increased leisure time, disposable income, and less satisfaction on the job, Americans have turned to outdoor recreational pursuits for personal fulfillment. Recreation is dependent upon available outdoor resources such as parks, picnic areas, lakes and reservoirs, scenic and historical areas, and unusual natural land features.

Public recreation

Recreation in the public sector usually occurs on land and water resources that are operated and owned by city, county, state, or federal agencies. These resources are supported through public taxation and often employ a variety of personnel for management purposes. The actual resource requires maintenance and upkeep.

Technician level jobs occur in such areas as horticulture, park maintenance, zoo keeping, forestry, golf course maintenance, to name a few, and as park rangers. Actual management and supervising positions require at least a four-year college degree and a civil service ap-

pointment. These positions fall under the broad categories of park superintendents and managers. Additional occupations exist in special resource categories such as park planners, landscape architects, interpretive naturalists, and outdoor recreation planners.

Private recreation

Recreation in the private sector is usually commercial and includes the vast recreational equipment and accessories industry and private recreational business ventures, such as country clubs, ski areas, retirement complexes, yacht clubs, boating marinas, race tracks, and sportsmans' clubs. All of these services and facilities offer a variety of job opportunities which include manufacturing, sales and distribution, management, and maintenance.

Special recreation concessionaires offer commercial recreational services and rentals to the fee-paying public. These might include sport fishing, ski instruction and rental, hunting guides, river float boat guides, scuba and skin diving, horseback riding, and mountain climbing schools, to name a few. Recreational businesses usually hire part-time skilled personnel to deal directly with the public. Often an employee is hired on the basis of his recreational skills and ability to deal with the public rather than on whether he has a college degree.

The environment

Environment is the other major job cluster that offers outdoor educational and recreational employment opportunities. These positions usually require a four-year college degree. These jobs occur in education and environmental resource management, such as in forestry, wildlife biology, marine biology, and environmental planning. Unfortunately, in recent years college graduates trained for these positions are in surplus and therefore greater than the demands of the job market. Many graduates have had to find jobs in other areas.

Among the top schools in the country which might be considered for training in one or a number of the above outdoor recreational areas are: Penn State University, Michigan State University, University of Michigan, Indiana University, Texas Tech, Oregon, Oregon State, George Williams College, Springfield College, Western Illinois University, Northern Illinois University, Cal State at Davis, University of Illinois, University of North Carolina, University of Alaska, Colorado State University, University of Northern Colorado, and Bemidji State in Minnesota, to name a few.

Outdoor recreational job opportunities are not always easy to come by. A person must set his aspirations high from the beginning and pursue his education and the job market aggressively.

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Good study habits

(Continued from page 35)

structor says as you may want to study them later to review for tests. Taking notes helps to keep your mind from wandering if the subject is dull and it helps you remember more easily what the teacher says.

But you must keep up with the teacher. Write down what she says in your own words, but just write down the important points in a sort of outline. Shorthand is a big help in taking notes, or you can make up short abbreviations for words you use often. Always write down anything the instructor puts on the board as this is usually important. Ask questions if you do not understand a statement made by the instructor.

You may never have to cram for an exam if you review your notes properly. After each class, go over your notes and write down other points you remember but didn't write down during the session. Read over your notes before you study the next assignment, and

skim them again just before class starts the next time. When test time comes, you should already know the material just by using your notes properly.

When taking tests with true-false and multiple choice questions, don't worry about one question as you try to answer another. Read each question carefully. If you cannot decide on an answer, go on to the next question and come back later.

If you must answer a question in your own words, be precise. Give examples so the instructor will know you know the answer. Reread your test paper before you hand it in to catch any careless mistakes or to add information to a question to make your point clearer.

Save all your study sheets, notes, and tests for further reference either for the finals or for other classes.

Don't cheat yourself out of better grades by wasting the time you spend studying. The application of good study habits can make your college career go more smoothly.

Priority dates for applications for financial aid

Editor's note: Information about priority dates was provided by Gerald Bergen, Kansas State University, Manhattan.

February 15—Scholarship applications should be submitted by this date. For analyzing financial need, the Family Financial Statement from ACT (American College Testing) should also be submitted at that time or as soon after that as 1976 tax information is available.

When the family is completing the Family Financial Statement, they should also complete the Basic Educational Opportunity Grant application and submit that in the self-addressed envelope.

In four to six weeks a Student Eligibility Report will be returned to the student and that report must be sent to the institution in which the student wishes to enroll. That application requires the 1976 income tax information, so both of these should be completed at the same time and submitted as early as possible. The BEOG application will be available at high school counselor's offices as will the ACT Family Financial Statement.

April 1—Applications for aid other than scholarships should be turned in by this date. This is a priority date for campus based programs of Work-Study, National Direct Student Loans, and Supplemental Educational Opportunity Grants.

These priority dates are **not** deadlines; in reality, applications are accepted any time until funds are exhausted. However, students who apply on or before the priority dates receive consideration for funding before students who apply after those dates.

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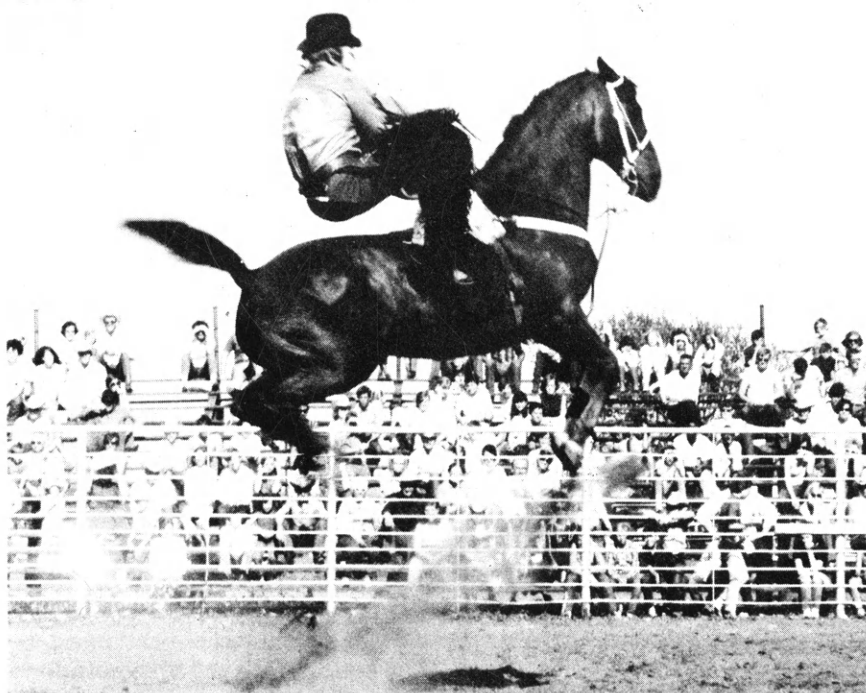
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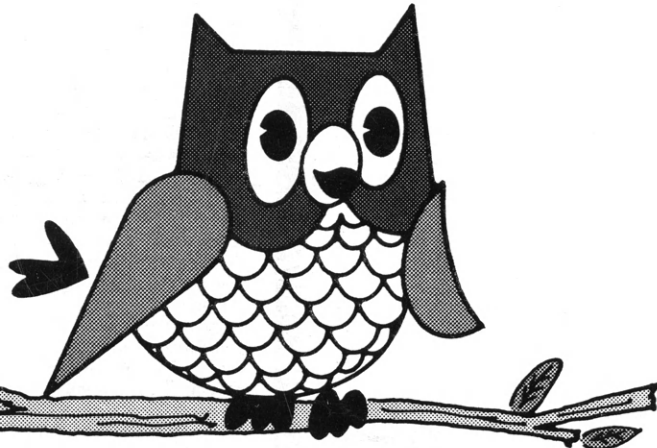
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