

two electives chosen from the following English A and B French A, B or C, German A, B or C History A, History of Art, Psychology, Music, Art, or Expression.

DOMESTIC SCIENCE.

Domestic Science I. (a) Cookery—A study of the principles of cookery, composition and combination of food materials. Practical and experimental work. One laboratory period and one lecture period a week. Reference work.

(b) Home Administration and Sanitation—The planning, care, furnishing, heating, lighting, ventilating of the home. Drainage, water supply and disposal of waste from a sanitary standpoint. Study of home duties, division of income, making budgets, keeping of accounts, laundering.

One laboratory period and one lecture period for the first three quarters.

(c) Home Nursing—A correct method of home care of the sick. Care of patient and room, baths and bathing, sick-room methods, contagion and disinfection, first symptoms of diseases, relief in emergencies, first aid to the injured and bandaging.

One laboratory period and one lecture period a week during the last quarter.

Domestic Science II. Practical and Experimental Work in Cookery of Foods, planning and serving of properly balanced meals. Study of the costs of foods and marketing.

Two laboratory periods a week and two lecture periods a week. Reference work.

Dietetics. Study of the proper nourishment of the individual or groups of individuals in health and disease, including a study of the human organism and its needs at each state of development. Making out of dietary standards as influenced by occupation, age, weight, size, income, and various diseased conditions. Preparing meals to meet these conditions. Food in relation to disease, kinds of diet, invalid cookery and preparation of trays.

One laboratory period and two lecture periods a week. Reference work.

DOMESTIC ART.

Domestic Art I.—(a) Instruction and practice in hand and machine sewing; the use of sewing machine and its attachments, use of commercial patterns, patching and darning.

Four laboratory periods a week.

(b) Lectures and discussion upon History and development of textile industries, the names, widths and prices of textile fabrics the use and value of cotton, wool, silk and linen.

One lecture period a week.

Domestic Art II. (a) Instruction and practice in pattern drafting the cutting, fitting, and making of tailored waist, lingerie waist, simple one-piece dress, and afternoon dress.

Four laboratory periods a week.

(b) Lectures on costumes of all periods evolution and development of various parts of costumes. One lecture period a week.

Domestic Art III.—(a) Modeling and designing foundation patterns in paper and crinoline, the making of a lined blouse and a simple evening dress.

Two laboratory periods a week.

(b) Lectures and demonstrations. Lectures by a tailor
One lecture period a week.

(c) Practice in making and covering of frames, the preparation of bindings, milliner's folds, bows, ribbon flowers, etc. making and trimming at least one hat.

Two laboratory periods a week.

SECRETARIAL WORK.

Mere stenographic work opens too narrow a field of activity and usefulness for many of the women of general education who must earn their own livelihood. Latterly, however, the cultured and capable stenographer has made a field for herself, and for this profession, the profession of secretarial work, we are undertaking to equip such of our students as expect to enter the business or professional world with their own fathers or in other capacities where the highest order of intelligence is required and the finest virtues are honored. In this course shorthand and the touch typewriting system are taught by practical experts. Several gifted teachers, one of whom formerly held for years a position in one of the leading business colleges of America, give complete two-year courses in typewriting, office methods, and the art of shorthand writing, the Benn Pitman method, with assimilation of practical principles from Graham, Munson and later authors. Drills are given in adaptation of shorthand writing to home life, school work, lecture courses and commercial offices, as is instruction in all forms of typewriting.

Phonography

First Year.—Grammar, Spelling, Word Analysis. Drills in Phonetics. Principles of phonography Constant drills and analysis of shorthand outlines, sight reading of shorthand, speed reading of shorthand, speed dictation embodying application of daily and previous acquirement of Principles.

Second Year.—English Composition and Literature. Principles of Phonography in all ways of application completed. Practice in reading at sight. Dictation. Special training in shorthand preparation for stenographic service in scholastic institutions, insurance, real estate, and law offices.

Typewriting.

Touch System. Keyboard drill, word drill, capitals and paragraphing, letter drill, tabulation, finger drill, forms of address, specifications and legal forms.

PHYSICAL EDUCATION.

The building of the body, its training for both utility and grace, and its protection from disease and weakness, make the department of Physical Education one of the greatest importance. The new gymnasium, the swimming pool, the tennis courts, the basketball and hockey fields, provide ample equipment for conducting this important work. The swimming pool, twenty-three by fifty feet, is constructed of white tile, and equipped in most modern fashion for con-