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A Manual for Home Demonstration Clubs for Women



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CIRCULAR NO. 138

A Manual for Home Demonstration Clubs for Women

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GENERAL INFORMATION

OBJECTS AND RESULTS EXPECTED

1. To stimulate interest for better home making and to develop and put into practise the best methods in home management.
2. To encourage efficiency in the use of time, strength and money.
3. To arouse interest in rural life and make life in rural communities more attractive.
4. To stimulate interest and cooperation among the club members and among the people in the community.
5. To put the information that has been gained thru the study of the various projects into practise at home and make reports of the results when requested to do so.

ORGANIZATION

1. Where to Start Clubs—The home demonstration agent will try to organize a club as conveniently located as possible in any one community for women who wish to become members of the club.

2. Membership—All home makers and girls eighteen years or over are eligible. Enrollment cards are to be filled out by each club member and filed in the office of the home demonstration agent.
3. Visitors—Anyone who desires to attend a club meeting will always be welcome.
4. Officers—The officers shall be chairman, vice-chairman, secretary-treasurer and club leader.
5. Club Leader—The club will select a leader who will act as a chairman of the program committee and will cooperate with the home demonstration agent at all times. The club leader will be responsible for conducting the instructional part of each program consisting of talks, discussions, demonstrations, plans for campaigns, etc. She will be assisted, when desirable, by the home demonstration agent, specialists, club members, girls' demonstration teams and other persons. County conferences will be arranged at stated intervals for the instruction of club leaders.
6. Cooperators—Home demonstration agent, club leaders, State leader, assistant State leaders, specialists, teachers, demonstration teams, county nurses, doctors, health officers, dealers, etc.
7. Plan of Work—The home demonstration agent will discuss with the club members the various subprojects offered. She will assist the club committee in planning a program of work for the year. It would simplify plans considerably if all the clubs in a county would adopt the same program of work. Programs could then be printed at very little cost, each club member having a copy by means of which she could keep in touch with all meetings. These programs should indicate the date, the place and the name of the hostess for each meeting. If plans are thus made the club will be better able to secure services of specialists and other speakers for meetings.
8. Selection of Series and subprojects—The club may select

any series for its program of work. —Some subprojects should be given at certain seasons of the year and the program arranged accordingly. If the program has been planned so as to include as many subprojects of one series as are advisable a second or third series may be fitted into the line of work for the year. Any left-over subprojects in these series may be included in the program for the following year.

9. Place for Meetings—The meetings should be held in the homes of club members, when possible. The schoolhouse or other community center usually is available when a meeting cannot be held in a home. Meetings may be held at night, when advisable, and people of the community invited to attend.
10. Reports—Members are expected to report from time to time on progress of subprojects at home. The vice-chairman or other appointed member will secure these reports and assemble them into a club report. A copy of all club reports should be mailed to the home demonstration agent for her files.
11. Relation to Other Organizations—If a community organization already exists the home demonstration club may be a department of such organization. If this club is started in advance of a community club, it should aim to establish a community organization later in which the work of the home demonstration agent, club leaders, the farm agent and the work of all home demonstration clubs are fully recognized.

SUGGESTIONS FOR ORGANIZATION

THE ORGANIZATION MEETING

1. When to Organize—Whenever sufficient interest for the formation of a club seems to prevail in a community.
2. Place for Meeting—In some home or a convenient community center.

3. Procedure—

- a. Meeting called to order by the home demonstration agent who will act as chairman until the election of the club chairman.
- b. Discussion led by the home demonstration agent as to the objects and results expected of the home demonstration clubs for women.
- c. Explanation of projects offered.
- d. Formation of a club and adoption of a constitution.
- e. Enrollment of club members (old and new), using enrollment cards which are to be filed in the office of the home demonstration agent.
- f. Drill—Simple Rules of order for conducting meetings.
- g. Election of officers and club leaders.
- h. Selection of a name for the club.
- i. Appointment of a program committee of which the club leader is to be chairman.
- j. Plans for next meeting.

CONSTITUTION

ARTICLE 1—*Name.* The name of this organization shall be _____ Club of the _____ Community in _____ County, Ky.

ARTICLE 2—*Membership.* All home makers and girls eighteen years of age or over who are interested in the problems of home and community betterment.

ARTICLE 3—*Officers.* The officers of this club shall be chairman, vice-chairman, secretary-treasurer and club leader. The officers shall be elected by ballot at the first meeting in _____ of each year.

ARTICLE 4—*Duties of Officers and Club Members.*

Section 1—The chairman shall preside at all meetings, shall appoint all committees and shall have general supervision of all matters pertaining to the interests of this club.

Section 2—The vice-chairman shall perform all the duties of the chairman in her absence. The vice-chairman or other appointed member shall assemble the reports of the club members into a club report, submitting same to the home demonstration agent.

Section 3—The secretary-treasurer shall keep a roll of the club membership and a record of the minutes for each meeting and read the minutes when requested to do so by the chairman. The secretary shall conduct all correspondence and take charge of all club funds.

Section 4—The club leader will be responsible for conducting the instructional part of each program, consisting of talks, discussions, demonstrations, plans for campaigns, etc. She may call for assistance when she so desires.

Section 5—It shall be the duty of all club members to attend meetings punctually and regularly. Any member not able to fill her place on the program shall notify the club leader who shall provide a substitute.

ARTICLE 5—*Meetings.* The regular meetings shall be held promptly at..... o'clock..... a month on..... of each month.

ARTICLE 6—*Dues.* There shall be no dues unless the members of this club by mutual agreement deem it necessary.

ARTICLE 7—*Amendments.* This constitution may be amended at any regular meeting by two-thirds vote.

ARTICLE 8—*Order of Business.* The following shall be the order of business at all regular meetings:

- a. Meeting called to order by chairman.
- b. Roll-call and reading of minutes of previous meeting by secretary. Minutes corrected and approved.
- c. Unfinished business.
- d. New business and reports of committees.
- e. Reports of club members read and submitted to vice-chairman for club report.
- f. Reading, by secretary, of the program for next meet-

ing, stating the time, the place, and the name of the hostess.

g. Day's program. Discussion.

h. New members enrolled.

i. Adjournment.

SUBPROJECTS FOR HOME DEMONSTRATION CLUBS FOR WOMEN

Any of the following subprojects may be selected for the study by the club.

SERIES 100—FOOD

Subprojects

- 101—Meals for the Family
- 102—Fruits and Vegetables
- 103—Baking in the Home
- 104—The School Lunch
- 105—Dairy Products
- 106—Meat in the Home

SERIES 200—CHILD CARE

Subprojects

- 201—Care of the Mother and Infant
- 202—Care of the Young Child
- 203—Care of the School Child

SERIES 300—TEXTILES AND CLOTHING

Subprojects

- 301—Choice of Materials
- 302—Care of Clothing
- 303—Home Dressmaking
- 304—Home Millinery

SERIES 400—HOME MANAGE- MENT

Subprojects

- 401—The Budget
- 402—Household Pests

SERIES 500—HOME IMPROVE- MENT

Subprojects

- 501—Home Furnishings
- 502—Home Conveniences
- 503—Sewage Disposal
- 504—Water Supply
- 505—Lighting the Home
- 506—Heating the Home

SERIES 600—HEALTH, SANI- TATION

Subprojects

- 601—Prevention of Disease
- 602—Care of Sick, First Aid

SERIES 700—GARDENING

Subprojects

701—Vegetable Gardening

702—Flower Gardening

703—Improving Home Grounds

704—Small Fruit

SERIES 800—POULTRY

Subprojects

801—Poultry Problems

SERIES 900—CLOTHING EFFICIENCY

Subprojects

901—Preliminary Course

902—Development Course

Series 100—Food

Subproject 101, Meals for the Family

MEALS FOR THE FAMILY

A. *Objects and Results Expected*

1. To learn how to plan and serve well-balanced meals simply but attractively.
2. To make a study of the simple rules of table etiquette so as to know the best way to teach them to the children.
3. To emphasize the importance of proper care of food and food waste in the home.
4. To secure reports from the club members.

B. *Suggested Procedure*

1. First Meeting—Talks: (1) "The five food groups and their uses in the body" (animal foods, cereal foods, fats, fruits and vegetables and sugars).
(2) "Some well-planned meals and why." (3) "Care of food in the home." Discussion
2. Second meeting—Demonstrations. (1) "Simple rules for the table setting and table etiquette." (2) "Serving the family meal." Discussion.
3. Special Meeting—Dinner for families of club members

given in some hall or out-of-doors (applying the points learned on planning and serving of meals).

C. *References*

1. How to Select Foods—Farmers' Buls. 808, 817, 824, Ky. Agri. Exp. Sta., Lexington, Ky. or U. S. Dept. Agri., Washington, D. C.
2. Meal Planning—Mary May Miller—Exp. Sta., Uni. of Ky., Lexington, Ky.
3. Table Service for the Family—Whittemore and Miller, Exp. Sta., Lexington, Ky.
4. A Week's Food Supply for an Average Family—Farmers' Bul. 1228, Exp. Sta., Ky. Univ., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
5. Fresh Fruits and Vegetables as Conservers of Other Staple Foods—Farmers' Bul. 871, Ky. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
6. Home Storage of Vegetables—Farmers' Bul. 879, Ky. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
7. Care of Food in the Home—Farmers' Bul. 375, U. S. Dept. Agr.; Washington, D. C.
8. Points in Selecting the Daily Food—by Flora Rose—Cornell Reading Course, Cornell Uni., Ithaca, N. Y.
9. When Potatoes are Plentiful—Food Series Lesson 118, Cornell Reading Course, State Agr. Col., Ithaca, N. Y.
10. Planning Three Good Meals a Day—Ext. Bul. 27, State Agr. Col., New Jersey.
11. Food and Its Relations to Health—Diet Cir. 11, Univ. of Nebr., Lincoln, Nebr.
12. Making Most of the Meal Hour—Diet Cir. 1, Univ. of Nebr., Lincoln, Nebr.
13. Old and New Ideas Regarding Food—Diet Cir. 10, Univ. of Nebr., Lincoln, Nebr.
14. The Art of Table Setting—Claudia Murphy—41 Union Square, N. Y. City.
15. Food for the Family—Bul. 31, State Agr. Col., Fargo, N. D.
16. Feeding the Family—by Mary Schwartz Rose—book—MacMillan Co., N. Y. City. Price \$2.10.
17. The American Home Diet—by Dr. McCollum—book—Frederick C. Mathews Co., Detroit, Mich. Price \$3.50.
18. Food Calender—by Nina Crigler—Ext. Service Univ. of Ill., Urbana, Ill. Price 25 cents.

Series 100—Food
Subproject 102, Fruits and Vegetables

FRUITS AND VEGETABLES IN THE DIET

A. *Objects and Results Expected*

1. To encourage more extensive growing of vegetables and fruits.

2. To bring out thru discussion the value of fruits and vegetables in family diet.
3. To encourage the adoption of a canning budget to provide a sufficient supply of fruits and vegetables when fresh are not available.
4. To emphasize thru demonstrations the essentials for successful canning of fruits and vegetables.
5. To induce use of the "Cold pack" method of canning whenever advisable.
6. To report at the close of the canning season, copies of reports to be filed in the office of the State leader.

B. *Suggested Procedure*

1. First meeting—Talk, "Importance of fruits and vegetables in the diet."
Demonstration, "Simple ways of serving fruits and vegetables."
2. Second meeting—Demonstration by home demonstration agent, a club member or demonstration team, "Cold pack method of canning."
3. Third meeting—Demonstration, "Jelly making."
Each member might contribute her favorite recipe for preserves, jelly or fruit butter. General discussion on canning and preserving in order to meet the various problems of club members. Agreement by club members to try the cold pack method and to keep record of all canning done during the season, reporting same when requested to do so.

C. *References*

1. Home Canning of Fruits and Vegetables—Farmers' Bul. 1211, Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
2. Canning, Preserving, Pickling—S. R. S. Bul. A-81, Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
3. Fresh Fruits and Vegetables as Conservers of Other Staple Foods—Farmers' Bul. 871, Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
4. Home Storage of Vegetables—Farmers' Bul. 879. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.

5. Home Supplies—Farmers' Bul. 1082. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
6. Making Vinegar in the Home—States Relations Ser. Bul. A-96. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
7. Fresh Fruits and Vegetables—Farmers' Bul. 871. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
8. Home Made Fruit Butters—Farmers' Bul. 900, U. S. Dept. Agr., Washington, D. C.
9. Farm and Home Drying of Fruits and Vegetables—Farmers' Bul. 984, U. S. Dept. Agr., Washington, D. C.
10. Unfermented Grape Juice—How to Make It—Farmers' Bul. 1075, U. S. Dept. Agr., Washington, D. C.
11. Fermented Pickles—Farmers' Bul. 1159, U. S. Dept. Agr., Washington, D. C.
12. Preparation of Vegetables for the Table—Farmers' Bul. 256, U. S. Dept. Agr., Washington, D. C.
13. Temperature Changes in Container, etc.—Dept. Cir. 1022, U. S. Dept. Agr., Washington, D. C.
14. Vegetables and Serving—Bul. 28, State Col. for Women, Ext. Service, Tallahassee, Fla.
15. Sweet Potatoes on the Table—Bul. 32, State Col. for Women, Ext. Service, Tallahassee, Fla.
16. Peppers—States Relations Service Bul. A-84, Office of Ext., Washington, D. C.
17. Suggestions for Making Jelly, Jam, Butter and Marmalade—Ext. Cir. 37, Univ. of Illinois, Col. of Agr., Urbana, Ill.
18. Jelly Making—Bul. 4, Winthrop College, South Carolina.
19. The Optimum Diet, with relative importance in the diet of vegetables, fruit and milk—Ext. Cir. 125, N. C. State Col., W. Raleigh, N. C.
20. Food Preservation—Cirs. 2, 3, 4, 6, 7, Ext. Div., Univ. of Nebr., Lincoln, Nebr.
21. Principles of Jelly Making—Food Series, Lesson 114, Office of Publication, State Col. of Agr., Ithaca, N. Y.
22. Ways of Preserving Peaches—Office of Pub., State Col. of Agr., Ithaca, N. Y.
23. Fruit Juices—Office of Pub., State Col. of Agr., Ithaca, N. Y.
24. Ways of Preserving Tomatoes—Office of Pub., State Col. of Agr., Ithaca, N. Y.
25. Food Preservation—Food Series, Lesson 136, Cornell Reading Course, Col. of Agr., Ithaca, N. Y.
26. Boston Cooking School Cook Book—by Fannie M. Farmer—Little, Brown & Co., Boston, Mass. \$2.00.

Series 100—Food

Subproject 103, Baking in the Home

BAKING IN THE HOME

A. *Objects and Results Expected*

1. To take up the study of the baking of breads and simple

cakes in the home and thus create an interest in the baking of better products and in the serving of more yeast bread in the home.

2. To make a study of flours, yeast, etc., as factors in making good bread.
3. To learn to make various kinds of bread, using biscuit dough.
4. To create an interest for bread campaigns in the various counties.
5. Reports made by club members.

B. *Suggested Procedure*

1. First meeting—Demonstration, "Biscuits and variations of biscuit dough" (plain biscuits, pinwheel biscuits, shortcake, etc.)
2. Second meeting—Demonstration, "Making yeast bread" (setting the sponge, kneading, shaping into loaves and rolls, baking). Plans for bread campaign.
3. Third meeting—Demonstration, "Cake making" (plain cake, boiled icing, cottage pudding with sauce).

C. *References*

1. Baking in the Home—Farmers' Bul. 1136, U. S. Dept. Agr., Washington, D. C.
2. Bread—The Vital Food—41 Union Square, W., N. Y. City (Bul.)
3. Bread—Pub. 85, Div. Ext., Univ. of Tenn., Knoxville, Tenn.
4. Breadmaking for Club Members—Ext. Service, State Col. of Wash., Pullman, Wash.
5. Bread as a Food—Bul. 333, U. S. Pub. Health Service, Washington, D. C.
6. Bread—Cir. 2009, Ext. Div., Va. Agr. and Mech. Col., Blacksburg, Va.
7. Some Points in the Making and Judging of Bread—Bul. 25, Univ. of Ill., Urbana, Ill.
8. Christmas Cakes and Candies—Ext. Cir. 426, Univ. of Nebraska, Lincoln, Neb.
9. The Boston Cooking School Cook Book—By Fannie M. Farmer—Little, Brown, Co., Boston. \$2.00.

Series 100—Food
Subproject 104, School Lunch

SCHOOL LUNCH

A. *Objects and Results Expected*

1. To make a study of the possibilities of the hot school lunch and the hot dish to supplement the lunch brought from home.
2. To learn thru talks and demonstration the selection of lunch-boxes and methods of packing the school lunch.
3. Thru the foregoing studies to improve the type of lunch carried from home.
4. To increase number of hot lunches served in the county and report the same.
5. Reports by club members as to how the study of this project has helped to solve the home school lunch problems.

B. *Suggested Procedure*

1. First meeting—Demonstration, "The school lunch-box and contents."
Talk, "The hot lunch at school."
2. Second meeting—Talk by specialist, "How the school lunch is promoted in other localities." Discussion.
Talk by club member, "How this club can help to establish a hot lunch at our school." Discussion.
Pictures or movie to illustrate the school lunch.

C. *References*

1. The Lunch Hour at School—Health Ed. Bul. 7, Dept. of Int., Bur. of Ed., Washington, D. C.
2. Hot Lunches for the Rural School—Ext. Cir. 964, Col. of Agr., Univ. of Nebr., Lincoln, Nebr.
3. The School Lunch—By Whittemore, Enright and Sonnenday—Cir. 95, Ext. Div., Univ. of Ky., Lexington, Ky.
4. The School Lunch—Ext. Cir. 41, Univ. of Ill., Col. of Agr., Urbana, Ill.
5. The Hot Lunch for School Children—Ext. Cir. 20, Iowa State Col., Ames, Iowa.

6. Daily Meals of School Children—Bul. 403, U. S. Bur. Ed., Washington, D. C.
7. School Lunches—Farmers' Bul. 712, U. S. Dept. Agr., Washington, D. C.
8. Junior Ext. Cir. 27, Ext. Div. S. D. Agr. Col., Brookings, S. D. (account sheets for school lunch).
9. Malnutrition in Children—Bul. 654, Treas. Dept., U. S. Pub. Health Service, Washington, D. C.

Series 100—Food
Subproject 105, Dairy Products

DAIRY PRODUCTS

A. *Objects and Results Expected*

1. To make a study of the essentials for producing clean milk (cleanliness of stables, cow, milker, utensils, etc.)
2. To stimulate, thru the study of dangers of tubercular cows, county-wide testing of dairy herds.
3. To make a study of the care of milk in the home.
4. To make a study of ways of using milk in the home (simple milk dishes).
5. To encourage the making of milk products (butter, cheese, etc.)
6. To stimulate interest in campaigns for "More safe milk."
7. Reports of results of campaigns sent by home demonstration agent to State leader.
8. Reports by club members, as for other subprojects.

B. *Suggested Procedure*

1. First meeting—An evening meeting for the community. Talks, (1) "How to secure clean milk in the home." (2) "Dangers from impure milk in the home." (3) "Plans for county-wide testing of cattle." Movie to illustrate these talks.
2. Second meeting—Demonstration by home demonstration agent, "Simple milk dishes and their place in the diet."
Demonstration by a club member, "Cottage cheese."
Talk, "Use of cheese as a food."

3. Third meeting—Plans for milk campaign to stimulate greater use of milk. This campaign preceded by one for "Testing of dairy cattle thruout the county." Making of posters, etc. Arrangements for the movie, "Out of the Shadows."
4. Fourth meeting—Demonstration, "Making butter." Talk, "Butter as a food."

C. References

1. Safe Milk an Important Problem—By E. A. Sweet, Supplement 31, U. S. Pub. Health Service, Washington, D. C.
2. Home Made Milk Refrigerator, Pub. Health Bul. 102, Treas. Dept., U. S. Pub. Health Service, Washington, D. C.
3. Milk and Its Uses in the Home—Farmers' Bul. 1207, U. S. Dept. Agr., Washington, D. C.
4. Cottage Cheese Dishes—Cir. 109, U. S. Dept. Agr., Washington, D. C.
5. Simple Directions for Making Cottage Cheese on the Farm—A. I. 17, U. S. Dept. Agr., Washington, D. C.
6. Skim Milk for Human Food—A. I. 31, U. S. Dept. Agr., Washington, D. C.
7. Making Butter on the Farm—Farmers' Bul. 876, U. S. Dept. Agr., Washington, D. C.
8. Suggestions for Marketing Cottage Cheese—By De'os James—Dept. Cir. 1, U. S. Dept. Agr., Washington, D. C.
9. Making American Cheese on the Farm—Farmers' Bul. 1191, U. S. Dept. Agr., Washington, D. C.
10. Cheese and Its Economical Uses in the Diet—Farmers' Bul. 487, U. S. Dept. Agr., Washington, D. C.
11. Neufchatel and Cream Cheese: Farm Manufacture and Use—Farmers' Bul. 960, U. S. Dept. Agr., Washington, D. C.
12. Making and Storing Butter for Home Use—Ext. Bul. 33, Cornell Univ., Ithaca, N. Y.
13. Farm Butter Making—Dairy Series 4, Cornell Univ., Ithaca, N. Y.
14. Skim Milk Cheddar Cheese—Ext. Bul. 18, Cornell Univ., Ithaca, N. Y.
15. Some Suggestions in Connection with Milk Problems—Ext. Bul. 12, Cornell Univ., Ithaca, N. Y.
16. Milk—the Necessary Food for Growth and Health—by Dr. McCollum, National Dairy Council, 910 S. Mich. Ave., Chicago, Ill.
17. Milk—the Indispensible Food for Children—Bur. Pub. 35, U. S. Dept Labor, Children's Bureau, Washington, D. C.
18. All About Milk—free booklet with illustrations. Printed and distributed by Metropolitan Life Ins. Co., Louisville, Ky.
19. Butter Making Project—Cir. 121, Extension Div., Col. of Agr. Univ. of Ky., Lexington, Ky.
20. Article in Farmer's Wife, April, 1922, p. 835, "Tubercular Cow" (good).

21. Production of Clean Milk—Circular 24, Ky. Agr. Exp. St., Lexington, Ky.
22. Milk Dishes and Desserts—Leaflets 6 and 7, Col. of Agr., Columbia, Mo.

Series 100—Food
Subproject 106, Meat in the Home

MEAT AND ITS PLACE IN THE DIET

A. *Objects and Results Expected*

1. To make a study of the place of meat in the diet.
2. To learn the ways for cooking meat in order to make it palatable and easy to digest.
3. To learn ways by which fresh meat may be cured, canned, etc., so as to prevent spoilage and so that we may have better distribution of meat in the diet thruout the year.
4. Reports to be made by club members as to number of hams cured, sausage made, etc., as result of studying this project.

B. *Suggested Procedure*

1. First meeting—Talk and demonstration, "Cookery of meats and their place in the diet." Some points in cookery that might be emphasized are differences between frying, broiling, boiling, stewing and roasting meats, with advantages and disadvantages. Discussion.
2. Second meeting—Talks and demonstrations. (1) "Curing and canning pork." (2) "Homemade sausage." Discussion.
3. Third meeting (if desired)—Demonstration using the pressure cooker, "Canning the culled poultry."

C. *References*

1. Curing Meat and Meat Products—Ext. Service Bul. 89, Iowa State Col., Ames, Iowa.
2. The Farmers' Meat Ring—Ext. Service Bul. 88, Iowa State Col., Ames, Iowa.
3. Killing Hogs and Curing Pork—Farmers' Bul. 913, Exp. Sta.,

- Univ. of Ky., Lexington, Ky., or U. S. Dept. Agr., Washington, D. C.
4. Home Canning of Meats and Sea Foods with the Steam Pressure Canner—Farmers' Bul. A-92, Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
 5. Pork on the Farm—Farmers' Bul. 1186, U. S. Dept. Agr., Washington, D. C.
 6. Economical Use of Meat in the Home—Farmers' Bul. 391, U. S. Dept. Agr., Washington, D. C.
 7. Preservation of Meats—Ext. Bul. 95, Purdue Univ., Lafayette, Ind.
 8. Woman's Part in Home Butchering—Ext. Cir. 935, Uni. of Nebraska, Lincoln, Nebr.
 9. Charts and Pamphlets—Armour and Co., Chicago, Ill.
 10. Charts and Booklets—Wilson Meat Co., Chicago, Ill.

Series 200—Child Care

Subproject 201, Mother and Infant Care

CARE OF THE MOTHER AND INFANT

A. *Objects and Results Expected*

1. To gain better knowledge as to the kind of diet, exercise, clothing, etc., that are essential for the mother.
2. To learn how to give the infant the best kind of care, suitable diet and comfortable clothing so that he may develop normally.
3. To make a study of the various problems of early training and habit formation of the infant so as to promote his health and happiness.
4. Reports by club members—to make reports from time to time as to how the knowledge gained in study of this project has been put into practise in the homes and community.

B. *Suggested Procedure*

1. First meeting—Talk, "Parental and postnatal care of Mother."
 - a. Diet.
 - b. Exercise, rest, recreation.
 - c. Clothing.
 - d. Importance of Professional care and advice.
- Talk and demonstration, "The infant's layette."

- a. Selection of materials.
- b. Types of garments that are comfortable for infant and easily laundered.
- c. Purposes of various garments,—the bands, etc.
2. Second meeting—Talk and demonstration, “Diet of infants.”
 - a. Number and quantity of feedings.
 - b. Mother’s milk versus artificial feeding. Time of weaning.
 - c. Care of equipment for artificial feeding.
 - d. Use of fruit, tomato juice, water, etc.
 - e. Forbidden foods.

Talk and demonstration, “Care of infants.”

- a. Bathing, care of eyes, mouth, ears, nose, etc. (demonstration).
- b. Habits.
 - (1) Regularly of feedings, sleeping, bowel movements, etc.
 - (2) Early training to correct such habits as sucking of thumb, mouth breathing, temper.
- c. Sleeping-quarters, bed and bedding, fresh air, etc.
- d. Ill effects of handling, kissing, tickling, pacifiers, etc.
- e. Selection of toys.

Movie (if available)—Child welfare.

C. *References*

1. Care of the Baby—Health Supplement 10, U. S. Pub. Health Service, Washington, D. C.
2. Summer Care of Infants—Supplement 16, U. S. Pub. Health Service, Washington, D. C.
3. Measles—Supplement 1, U. S. Pub. Health Service, Washington, D. C.
4. Whooping Cough—Reprint 100, U. S. Pub. Health Service, Washington, D. C.
5. Malnutrition in Children—Reprint 654, U. S. Pub. Health Service, Washington, D. C.
6. Infant Care—Pub. 8, U. S. Dept. Labor, Children’s Bureau, Washington, D. C.
7. Maternity and Infant Care—Pub. 26, U. S. Dept. Labor, Children’s Bureau, Washington, D. C.

8. Prenatal Care—Pub. 4, U. S. Dept. Labor, Children's Bureau, Washington, D. C.
9. Infant Mortality—Pub. 72, U. S. Dept. Labor, Children's Bureau, Washington, D. C.
10. Save the Youngest—Pub. 61, U. S. Dept. Labor, Children's Bureau, Washington, D. C.
11. The Child and Its Care—Bul. Iowa State Col., Ames, Iowa.
12. Baby Week Campaigns—Pub. 15, U. S. Dept. Labor, Children's Bureau, Washington, D. C.
13. Aunt Belle's Baby Book—The Mennen Co., Newark, N. J.
14. The Friendly Mother—pamphlet—McCall's Co., New York, City.
15. The Child—pamphlet—Metropolitan Life Insurance Co., New York.

Series 200—Child Care
Subproject 202, Care of the Young Child

CARE OF THE YOUNG CHILD

A. *Objects and Results Expected*

1. To promote more efficient child care thru the study of child problems.
2. To stimulate interest in child welfare campaigns.
3. To make reports of campaigns and benefits derived from a study of this project.

B. *Suggested Procedure*

1. First meeting—Talk, "Diet for second and third years."
 - a. Selection of diet in health.
 - b. Selection of diet in illness.
 Talk, "Diet during fourth and fifth years."
 - a. Time for meals.
 - b. Selection of foods—variety preparation, foods to be limited or avoided.
 - c. The winter and summer diet.
 Talk, "Clothing the young child"—The girl's outfit and boy's outfit.
(Selection of materials, styles for making, method of making, care, etc.)
2. Second meeting—Talk, "Habits and amusements."
 - a. Importance of how to secure good habits (bathing,

sleeping, eating, exercise, play, bowel movement, proper care of teeth).

- b. Habits to avoid or overcome (eating too fast, eating too much, irregular eating, pacifiers, sucking the thumb, biting the finger nails, bad temper, mouth breathing, etc.).
- c. Amusements—story-telling, games, etc.
- d. Plans for "Child welfare campaign" (Movies, health fairy, etc.).

C. *References*

1. Care of the Baby—Health Supplement 10, U. S. Pub. Health Service, Washington, D. C.
2. Summer Care of Infants—Supplement 16, U. S. Pub. Health Service, Washington, D. C.
3. Measles—Supplement 1, U. S. Pub. Health Service, Washington, D. C.
4. Sewage-polluted Water Supplies in Relation to Infant Mortality—Reprint 77, U. S. Pub. Health Service, Washington, D. C.
5. Whooping Cough—Reprint 100, U. S. Pub. Health Service, Washington, D. C.
6. Malnutrition in Children—Reprint 654, U. S. Pub. Health Service, Washington, D. C.
7. Keep Well Series 8, 9, 10—U. S. Pub. Service, Washington, D. C.
8. Food for Young Children—Farmers' Bul. 717, U. S. Dept. Agr., Washington, D. C. or Ky. Agr. Exp. Sta., Lexington, Ky.
9. Infant Care—Pub. 8, U. S. Dept. Labor, Children's Bureau, Washington, D. C.
10. Child Care—Pub. 30, U. S. Dept. Labor, Children's Bureau, Washington, D. C.
11. Prenatal Care—Pub. 4, U. S. Dept. Labor, Children's Bureau, Washington, D. C.
12. Maternity and Infant Care—Pub. 26, U. S. Dept. Labor, Children's Bureau, Washington, D. C.
13. Infant Mortality—Pub. 72, U. S. Dept. Labor, Children's Bureau, Washington, D. C.
14. What is Malnutrition—Pub. 59, U. S. Dept. Labor, Children's Bureau, Washington, D. C.
15. Save the Youngest—Pub. 61, U. S. Dept. Labor, Children's Bureau, Washington, D. C.
16. Feeding the Child—Bul. 77, C. I. A., Denton, Tex.
17. Food for Children—Ext. Cir. 84, Exp. Sta., Penn. State Col., Penn.
18. Bulletins on Health—Metropolitan Life Ins. Co., New York City—free.
19. Feeding Young Children—by Rose—Bureau Pub., Teachers' Col., Columbia Univ., New York City. Price 10 cents.
20. The Children's Food—by Rose—Amer. Home Ec. Association, 19 W. 44th St., New York City. Price 5 cents.

21. The Child and its Care—Bul. Iowa State Col., Ames, Iowa.
22. What to Feed the Children—Bul., Col. of Agr., Univ. of Wis., Madison, Wis.
23. Feeding the Family—book—by Rose—McMillan Co., New York City. Price \$2.00.
24. Healthful Clothes for Children—leaflet—Agr. Ext. Service, Univ. of Mo., Columbia, Mo.
25. Clothes for California Children—Bul. 4, Bur. Child Hygiene, Cal. State Board of Health, Sacramento, Cal.
26. Leaflets and Illustrative Material on Health—Child Health Organization of America, 370 7th Av., New York City.
27. Child Health Alphabet—(rhymes and pictures giving health habits)—Child Health Org., 156 5th Av., New York City. Price 6 cents.
28. The Milk Fairies (health play)—Mrs. Jennie McCrillis, 51 Cornhill, Boston, Mass. Price 10 cents.
29. Child's Book of Teeth—(popular with children)—World Book Co., Yonkers, N. Y. Price 48 cents.
30. Various Health Publications—Dept. Interior, Bureau Ed., Washington, D. C.
31. Baby Week Campaigns—Pub. 15, U. S. Dept. Labor, Children's Bureau, Washington, D. C.

Series 200—Child Care
Subproject 203, Care of the School Child

CARE OF THE SCHOOL CHILD

A. *Objects and Results Expected*

1. To gain better knowledge as to food requirements of the school child.
2. To make a study of proper selection of clothes for the school child.
3. To learn how to select suitable storybooks, games, etc., for children.
4. Thru the above studies to promote the health of all children in the community.
5. To discuss means of preventing spread of "children's diseases."
6. Reports—as for other projects in this series.

B. *Suggested Procedure*

1. First meeting—Talk, "Food for the school child."
 - a. Essential foods.

Milk, eggs, bread and butter, green vegetables such as spinach, lettuce and chard. Very little meat. Plenty of water.

b. Forbidden foods.

Tea, coffee, strong cocoa, rich pastries and fried foods.

c. Table etiquette and table conversation.

Demonstration, "Examination and weighing of children." Discussion followed by suggestions for correcting abnormal conditions found in the children.

2. Second meeting—(night meeting)—Talk, "Children's diseases and injuries."

a. Measles, whooping cough, etc.

b. Accidents and injuries.

c. Poisons and their antidotes.

Health playet, "The Costly Party"—see reference 20 below.

3. Third meeting (this meeting might be given at night for the whole community).

Talk, "Work and play for the school child."

a. Playground.

b. Clubs for boys and girls—agricultural clubs, camp-fire, boy scouts, athletics.

c. Home amusements—games, picnics, community outings.

d. Books and magazines for boys and girls.

e. Home duties for boys and girls.

Health play or movie.

C. *References*

1. Food for Young Children—by Caroline Hunt—Farmers' Bul. 717, U. S. Dept. Agr., Washington, D. C.
2. Child Care—by Mrs. Max West—Bur. Pub. 30, Children's Series, No. 3, U. S. Dept. Labor, Children's Bureau, Washington, D. C.
3. What is Malnutrition—by Lydia Roberts—Children's Year Follow-up Series No. 1, Bur. Pub. 59, U. S. Dept. Labor, Washington, D. C.
4. Milk—the Indispensable Food for Children—by Dorothy Mendenhall, M. D., Children's Series No. 4, Bur. Pub. 35, U. S. Dept. Labor, Washington, D. C.

5. Diet for the School Child—Health Ed. 2, Dept. Interior, Bur. of Ed., Washington, D. C.
6. Your Opportunity in the Schools—Health Ed. No. 9, Dept. of Interior, Bur. Ed., Washington, D. C.
7. Further Steps in Teaching Health—Health Ed. No. 6, Dept. of Interior, Bur. of Ed., Washington, D. C.
8. Teaching Health—Health Ed. 4, Dept. of Interior, Bur. of Ed., Washington, D. C.
9. Child Health Program for Parent-teachers' Association and Women's Clubs, Health Ed. 5, Dept. of Interior, Bur. of Ed., Washington, D. C.
10. Class-room Weight Record—Dept. of Interior, Bur. of Ed. 5 cents single copy—additional copies 1 cent.
11. Healthful Clothes for Children—by Mary Robinson, Agr. Ext. Service, Univ. of Mo., Columbia, Mo. (leaflet).
12. Malnutrition in Children—No. 654, Treas. Dept., U. S. Pub. Health Service, Washington, D. C.
13. Foods that Make Sturdy Boys and Girls—New Jersey Agr. Col., New Brunswick, N. J.
14. Standards of Nutrition and Growth—by Dr. Holt, Child Health Org. of Amer., 156 Fifth Av., N. Y.—Bul. including scales for weight and height of men, women and children.
15. Feeding the Family—by Mary Schwartz Rose—book—MacMillan Co., New York. Price \$2.00.
16. Booklets on Health—Metropolitan Life Ins. Co., New York City.
17. Feeding the Children—Bul. 77, C. I. A., Denton, Tex.
18. Clothes for California Children—Bul. 4, Bur. of Child Hygiene, State Board of Health, Sacramento, Cal.
19. Food Bulletin 1—Home Ec. Dept., Miss. Agr. Col., Mississippi.
20. Bulletin (Vol. 11, No. 2) State Board of Health, Louisville, Ky. Contains the health playlet, "The Costly Party."
21. Health Pamphlets—The Woman's Press, 600 Lexington Ave., N. Y. 100 sets (600 pamphlets) \$2.00; 50 sets (300 pamphlets) \$1.00; 25 sets (150 pamphlets) 50 cents.

NOTE: For further references see list for subproject 202 in this series.

Series 300—Textiles and Clothing
Subproject 301, Choice of Materials

CHOICE OF MATERIALS FOR CLOTHING

A. *Objects and Results Expected*

1. To learn thru study how to select materials for different kinds of garments.
2. To learn simple household tests for textile materials.
3. To gain knowledge of materials so as to get better values for money expended.

4. By intelligent buying to lead stores to carry better grades of material and mark goods properly.
5. To secure reports made by club members.

B. *Suggested Procedure*

1. First meeting—(A special night meeting if desired).
Demonstration, "Household tests for cloth materials."
Talk and discussion, "Selection of materials with reference to health, cost, durability, etc." Display of home-made materials.

C. *References*

1. Chemical Testing of Materials—Textile Cir. 2, College of Agr., Univ. of Nebraska, Lincoln, Nebr.
2. What's What in Textiles—Bul. C. I. A., Denton, Tex.
3. Textile Fibers and Fabrics—Bul. C. I. A., Denton, Tex.
4. Selection and Care of Clothing—Farmers' Bul. 1089, U. S. Dept. Agr., Washington, D. C.
5. Some Points in Choosing Textiles—Bul. 50, Univ. of Ill., Urbana, Ill.
6. Buying and Testing Textiles for Home Use—Bul. Home Ec. Cir. 28, Agr. Ext. Dept., Iowa State College of Agr., Ames, Iowa.
7. Textiles—Bul. 55, Ext. Service, College of Agr., Bozeman, Mont.
8. Choosing Material for Blouses—Leaflet 12, Dept. Justice, Div. of Women's Activities, Washington, D. C.
9. Materials for Coats, Dresses, Suits, etc.—Leaflet 11, Dept. of Justice, Division of Women's Activities, Washington, D. C.
10. Clothing (Choice, Care, Cost)—book—Woolman—J. B. Lippincott Co., Philadelphia, Pa. \$1.75.
11. Textiles, Buying, Cleaning, Renovating—Bul. 15, Connecticut Agr. Col., Storrs, Conn.
12. Selection and Care of Textiles—Cir. 25, North Dakota Agr. Col., Fargo, N. D.
13. Textiles—Spec. Bul. 15, Univ. of Minnesota, Col. of Agr., St. Paul, Minn.
14. Thrift in Clothing—Bul. 10, State Col. of Agr., Kingston, R. I.

Series 300—Textiles and Clothing
Subproject 302, Care of Clothing

CARE OF CLOTHING IN THE HOME

A. *Objects and Results Expected*

1. To learn how to conserve clothing by proper care.
2. Reports by club members as to benefits derived thru information given in this project.

B. *Suggested Procedure*

1. First meeting (a night meeting if desired)—Demonstration by home demonstration agent or demonstration team, "Removal of spots and stains."
Demonstration, "Dyeing garments."
2. Second meeting—Demonstration, (1) "Soap making."
(2) "Laundering different kinds of materials" (cotton, wool, linen and silk). (3) "Setting colors."
3. Third meeting—Demonstrations, (1) "Pressing, ironing, folding and storing garments." (2) "Darning and patching." Each club member to repair a garment under directions.

C. *References*

1. Removal of Stains from Clothing and Other Textiles—Farmers' Bul. 861, U. S. Dept. Agr., Washington, D. C.
2. Selection and Care of Clothing—Farmers' Bul. 1089, U. S. Dept. Agr., Washington, D. C.
3. Home Laundering—Farmers' Bul. 1099, U. S. Dept. Agr., Washington, D. C.
4. Approved Methods for Home Laundering—by Mary Vail—Proctor and Gamble, Cincinnati, Ohio. Free.
5. Wash Day—by Claudia Quigley, 208 S. LaSalle St., Chicago, Ill. Free.
6. Cleaning and Laundering Clothes—Household Series 1, Home Ec. Dept., Mississippi Agr. Col., Agr. College, Miss.
7. Laundry Hints—booklet—Luther Ford & Co., Minneapolis, Minn.
8. Laundering at Home—Bul. 1 American Washing Machine Mfg. Association, Chicago, Ill.
9. How to Dress Well at Small Cost—Pamphlet, States Relations Service, Washington, D. C.
10. Care of Textiles in the Home—Ext. Cir. 30, Ohio State Univ., Columbus, Ohio.
11. Textiles, Care and Use—Home Ec. Bul. 4, State College, Ames, Iowa.
12. Textiles, Buying, Cleaning, Renovation—Bul. 15, Connecticut State Col., Storrs, Conn.
13. Selection and Care of Textiles—Cir. 25, North Dakota Agr. Col., Fargo, N. D.
14. Thrift in Clothing—Bul. 10, State College, Kingston, R. I.
15. Clothing, Choice, Care, Cost—by Woolman (book)—J. B. Lippincott Co., Philadelphia, Pa. \$1.75.

Series 300—Textiles and Clothing
Subprojects 303, Home Dressmaking

HOME DRESSMAKING

A. *Objects and Results Expected*

1. To learn how to make dress forms as a help to women who make their own garments.
2. To learn how to alter commercial patterns and basic seam lines.
3. To learn practical dressmaking (cutting, fitting, altering, finishing, etc.)
4. Thru such instructions the women and their families will be dressed in better taste as well as more economically.
5. Reports by club members from time to time.

B. *Suggested Procedure*

1. First meeting—Demonstration, "Making a dress form" by home demonstration agent, club leader or specialist, with assistance of club members (club members to assist each other with dress forms at meeting and later).
2. Second meeting—Demonstrations, (1) "Altering commercial patterns," (2) "Covering dress form," (3) "Basic seam lines."
3. Third meeting—Making of some garment by club members for problems of cutting, fitting, altering, finishing, etc. Plans for sewing to be accomplished before next meeting.
4. Fourth meeting—Fitting of garments by club members under supervision of home demonstration agent or leader. Sewing on garments continued.
5. Fifth meeting—Completion of garments. Discussion by club members as to results. Demonstration and talk by home demonstration agent, leader or specialist, "Selection of clothing and shoes" (line, color, design, durability).

NOTE: Further meetings on garment making may be arranged if desired. Where women feel the need and desire, part of the sewing courses for girls might be substituted for the foregoing, the club members being allowed to proceed as rapidly as time and skill will permit.

C. *References*

1. Study of Clothing—Women's Club Outline 19, Univ. of Nebr., Lincoln, Nebr.
2. Attractive House Dresses and Aprons—Ext. Cir. 418, Univ. of Nebr., Lincoln, Nebr. Good.
3. Planning of Economical Wardrobes—Ext. Cir. 409, Univ. of Nebr., Lincoln, Nebr.
4. Color in Clothing—Textile Cir. 8, Ext. Dept., Univ. of Nebr., Lincoln, Nebr.
5. Designing Clothing—Cir. 404, Univ. of Nebr., Lincoln, Nebr.
6. Conservation of Clothing—Cir. 405, Univ. of Nebr., Lincoln, Nebr.
7. Sewing Equipment—Cir. 406, Univ. of Nebr., Lincoln, Nebr.
8. Altering Patterns—Cir. 408, Univ. of Nebr., Lincoln, Nebr.
9. Uses for Old Clothes—Cir. 410, Univ. of Nebr., Lincoln, Nebr.
10. Economy in Footwear—Cir. 412, Univ. of Nebr., Lincoln, Nebr.
11. Selection of Dress—Ext. Cir. 415, Univ. of Nebr., Lincoln, Nebr.
12. Making Sewing Easier—Ext. Cir. 416, Univ. of Nebr., Lincoln, Nebr.
13. Dressing Short and Slender Women—Ext. Cir. 417, Univ. of Nebr. Lincoln, Nebr.
14. Dressmaking at Home—Ext. Cir. 70, State College, Pa.
15. Undergarment Making—Ext. Cir. 75, State College, Pa.
16. Dress Fitting and Cutting—Cir. 109, College of Agr., Columbia, Mo.
17. Sewing Processes and Care—College of Agr., Columbia, Mo.
18. Color in Dress—Ext. Cir. 35, Univ. of Ill., Urbana, Ill.
19. The Home Made Dress Form—Ext. Cir. 46, Col. of Agr., Durham, N. H.
20. How to Dress Well at Small Cost—pamphlet—States Relations Service, Washington, D. C.
21. Clothing, Choice, Care, Cost—by Woolman—book—J. B. Lippincott Co., Philadelphia, Pa. \$1.75, very good.
22. Use and Alteration of Commercial Patterns—Home Ec. Cir. 27, Iowa State Col., Ames, Iowa.
23. Planning the Costume—Home Ec. Cir. 25, Iowa State Col., Ames, Iowa.
24. Time Savers in Garment Making—Ext. Cir. 65, Ext. Service, State Col., New Mexico.
25. The Liberty Dress Form Set (\$1.00 per set), 53 Vanderbilt Ave., New York City.
26. The Home Made Dress Form—Leaflet 111, Dept. Agr. Ext. Purdue Univ., Lafayette, Ind.

27. A Reel in Heels—Poster—Y. W. C. A., New York City.
28. Clothing for the Family—Bul. 23, Home Ec., Section 1, Fed. Board for Vocational Education, Washington, D. C.
29. Home Made Dress Form—Article in Semi-annual Digest for March, 1922, P. 26, Chicago, Ill.
30. How to Make Paper Tape Dress Form—Bul. 73, State College, Pullman, Wash.
31. Home Dressmaking Patterns—Ext. Cir. 24, Mich. Agr. Col., E. Lansing, Mich.
32. Making a Type Pattern—Bul. 55, Ext. Service, Col. of Agr., Bozeman, Mont.
33. Stitches, Seams, Sewing Processes—Ext. Bul. 327, Agr. College, Corvallis, Ore.
34. Designing Your Own Costume—Ext. Bul. 57, Univ. of Idaho, Boise, Idaho.

Series 300—Textiles and Clothing
Subproject 304, Home Millinery

HOME MILLINERY

A. *Objects and Results Expected*

1. To learn the basic principles in the selection of hats (color, design, durability, etc.).
2. To learn simple methods of making hats at home so that women and children may have more becoming hats at small cost.
3. To learn how old hats may be renovated and retrimmed at little expense of time or money.
4. To encourage women who are especially successful to make hats for others, thus earning money for home improvements, etc.
5. To exhibit hats at some central point.
6. To secure reports from club members as to number of hats made, cost of each and benefits derived thru study of this project.

B. *Suggested Procedure*

1. First meeting—Demonstration by home demonstration agent, leader or specialist, "Making a hat" (the kind to be adapted to season).
Talk, "Selection of hats."
2. Second meeting—Making of hats by club members under

supervision of home demonstration agent, leader or specialist.

3. Special—Exhibit of hats made by club members at some suitable location.

C. *References*

1. Millinery—Ext. Cir. by Irene Piedalue, Agr. Exp. Sta., Univ. of Ky., Lexington, Ky.
2. Article in Farmer's Wife—"Choosing a Hat," Page 820, Apr., 1922.
3. Millinery in the Home—Cir. 19, Agr. Ext., Burlington, Vt.
4. Home Millinery—Home Ec. Cir. 22, Iowa State College, Ames, Iowa.
5. Suggestions for the New Hat—Ext. Cir. 57, Div. Agr. Ext., Louisiana Univ., Baton Rouge, La.
6. Making Your Own Hat—Ext. Bul. 51, Ext. Div., Univ. of Idaho, Baise, Idaho.
7. Selecting the Hat—Dept. Agr. Ext., Purdue Univ., Lafayette, Ind.

Series 400—Household Management
Subproject 401, The Budget

THE BUDGET

A. *Objects and Results Expected*

1. To put the home on a firmer business basis.
2. To promote wise spending of money so as to have more money for home conveniences, thus adding to the efficiency and comfort of the home.
3. To learn how to keep some form of family budget so that less money will be spent for unnecessary things.
4. Reports—to make reports from time to time.

B. *Suggested Procedure*

1. First meeting—Talk and demonstration, "A family budget and its advantages." Sheets made according to some suitable form and budget kept by club members. Reports made by each club when so requested.

C. *References*

1. Household Accounts—Pub. 65, 66, Division of Ext., State Col., Knoxville, Tenn.
2. Economics of a Sound House—Cornell Reading Course, Lesson 131, Cornell Univ., Ithaca, N. Y.

3. Making a Budget—Cornell Reading Course, Lesson 124, Cornell Univ., Ithaca, N. Y.
4. What to Spend for Food—Cornell Reading Course, Lesson 127, Cornell Univ., Ithaca, N. Y.
5. Record of Home Business—Ext. Service, State Col., Durham, N. H.
6. Home Account Book—Ext. Service, State College, Delaware.
7. Household Accounts—Bul. 191, State Agr. Col., Corvallis, Oregon.
8. Household Accounts—Bul. 1, Series 4, Winthrop Col., Rock Hill, S. C.
9. Thrift by Household Accounting—Amer. Home Ec. Association, 1211 Cathedral St., Baltimore, Md. Price 15 cents.
10. A Survey of Household Finances—By Dr. Andrews, Technical Bul., Teachers' Col., Columbia Univ., New York City.
11. How Other People Get Ahead—pamphlet—U. S. Treasury Dept., Washington, D. C.
12. Farm Household Accounts—Farmers' Bul. 964, U. S. Dept. Agr., Washington, D. C.
13. Ten Lessons in Thrift—War Savings Organization, St. Louis, Mo.
14. The Business Side of Housekeeping—Ext. Cir. 1109, Univ. of Nebr., Lincoln, Nebr.

Series 400—Household Management
Subproject 402, Household Pests

HOUSEHOLD PESTS

A. *Objects and Results Expected*

1. To find ways of exterminating various insects, rats and vermin that are a hinderance to health and comfort in the home.
2. To promote campaigns for destruction of all possible breeding places for flies and mosquitoes.
3. To promote a "Fly campaign" and a "Rat campaign."
4. To make fly-traps, etc., as a means for exterminating flies.
5. To secure reports of results from clubs. Copies of such reports to be sent to office of State leader.

B. *Suggested Procedure*

1. First meeting (a night meeting so as to get cooperation of whole community—Demonstration, "Making a fly-trap."
Talks, (1) "How and why we must destroy the breed-

ing places of flies and mosquitoes." (2) "Plans for a fly campaign."

2. Second meeting (a night meeting so as to get cooperation of whole community)—Talk, "How can we get rid of rats and mice?"

Talk and demonstration, "Simple ways for destroying household insects."

Plans for campaign against rats.

C. References

1. Remedies and Preventatives Against Mosquitoes—Farmers' Bul. 444, U. S. Dept. Agr., Washington, D. C.
2. Some Facts About Malaria—Farmers' Bul. 450, U. S. Dept. Agr., Washington, D. C.
3. Sanitary Privy—Farmers' Bul. 463, U. S. Dept. Agr., Washington, D. C.
4. Yellow Fever Mosquito—Farmers' Bul. 547, U. S. Dept. Agr., Washington, D. C.
5. Carpet Beetle—Farmers' Bul. 626, U. S. Dept. Agr., Washington, D. C.
6. House Centipede—Farmers' Bul. 627, U. S. Dept. Agr., Washington, D. C.
7. True Clothes Moths—Farmers' Bul. 659, U. S. Dept. Agr., Washington, D. C.
8. House Flies—Farmers' Bul. 679, U. S. Dept. Agr., Washington, D. C.
9. Silver Fish: An Injurious Household Insect—Farmers' Bul. 902, U. S. Dept. Agr., Washington, D. C.
10. Fleas—Farmers' Bul. 248, U. S. Dept. Agr., Washington, D. C.
11. Hydrocyanic Acid Gas Against Household Insects—Farmers' Bul. 681, U. S. Dept. Agr., Washington, D. C.
12. House Rats and Mice—Farmers' Bul. 896, U. S. Dept. of Agr., Washington, D. C.
13. The Bed Bug—Farmers' Bul. 754, U. S. Dept. Agr., Washington, D. C.
14. Poster, "The House Fly," U. S. Pub. Health Service, Washington, D. C.
15. Prevention and Destruction of Mosquitoes—Reprint 28, Treas. Dept., U. S. Pub. Health Service, Washington, D. C.
16. Malaria—Various Bulletins U. S. Pub. Health Service, Treas. Dept., Washington, D. C.
17. House Ants: Kinds and Methods of Control—Farmers' Bul. 740 Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Washington, D. C.
18. Cockroaches—Farmers' Bul. 658, U. S. Dept. Agr. or Ky. Agr. Exp. Sta., Lexington, Ky.
19. Household Pests—Cir. 15, Ky. Agr. Exp. Sta., Lexington, Ky.
20. Fly Traps and Their Operation—Farmers' Bul. 734 U. S. Dept. of Agr., Washington, D. C. or Ky. Agr. Exp. Sta., Lexington, Ky.
21. Household Insects and Their Control—Household Management Series, Lesson 124, Cornell Univ., Ithaca, N. Y.

Series 500—Home Improvement
Subproject 501, Home Furnishings

HOME FURNISHINGS

A. *Objects and Results Expected*

1. To learn methods for treating old and new floors.
2. To learn by a study of furniture, some of the points to be considered in selection, arrangement, refinishing, upholstering, etc.
3. To learn how to select wall coverings, draperies, rugs, curtains, etc., in order to develop good taste and secure good values for money expended.
4. To learn how to select and frame pictures and how to hang them correctly.
5. To create an interest in home improvement campaign.
6. After gaining the information indicated, to make what improvements are possible thus making the homes more desirable places in which to live. To report such changes and plans from time to time at club meetings.

B. *Suggested Procedure*

1. First meeting—Demonstration and talk, "Selection of home furnishings."
2. Second meeting—If possible and time permits, visits should be made to demonstration homes in the community for application of the principles studied in the previous meeting.

NOTE: Demonstration homes—Club members may be planning to make improvements in the near future or may be completing new homes which could be used as demonstration homes for the club. In such cases assistance could be given as to selection of wall and floor coverings, the finishing of woodwork, hanging of pictures, etc. Club members should report all changes made in their own homes as a result of the study of this subproject.

3. Third meeting—Talk and demonstration, “Floors and floor coverings.”
 Talks, “Plans for home improvement campaign.” Discussion.
 Demonstration (if desired), “Upholstering and refinishing old furniture.”

C. *References*

1. Floors and Floor Coverings—Farmers' Bul. 1219, U. S. Dept. Agr., Washington, D. C.
2. Refinishing and care of Furniture—Home Ec. Cir. 19, State Col., Ames, Iowa.
3. Home Furnishings—Home Ec. Bul. 7, State Col., Ames, Iowa.
4. Pictures for the Home—Home Ec. Cir. 21, State Col., Ames, Iowa.
5. Fix up the Old Furniture—Ext. Ser. leaflet, State Col., Ames, Iowa.
6. The Art of Home Furnishing—By Frank A. Parsons, Armstrong Cork Co., Linoleum Dept., Lancaster, Pa. Free.
7. Interior Decoration—By Marion Long—Bul. C. I. A., Denton, Tex.
8. Home Decorations and Furnishings—leaflets 1 and 2—Farm Women's Clubs, Col. of Agr., Morgantown, W. Va.
9. Floors and Their Furnishings—leaflet—Purdue Univ., Dept. Agr. Ext., Lafayette, Ind.
10. Selection of Wall Paper—leaflet—Purdue Univ., Dept. Agr. Ext., Lafayette, Ind.
11. Home Furnishings—leaflet 120, Purdue Univ., Dept. Agr. Ext., Lafayette, Ind.
12. Home Decoration—Ext. Bul. 10, State Agr. Col., Columbus, Ohio.
13. Oriental Rugs—booklet—Beggs Co., Columbus, Ohio.
14. The Furnishings and Decorations of a Home—Bul.—Uni. of Texas, Austin, Tex.
15. The Planning of Simple Homes—Bul. 39, Texas Univ., Austin, Tex.
16. Oriental Art in Whittall Rugs—booklet—Whittall Co., Worcester, Mass.
17. Oriental Art in American Rugs—booklet—Whittall Co., Worcester, Mass.
18. Interior Decoration—book—by Parsons—American School Home Ec., Chicago, Ill. Price \$3.50.
19. Refinishing and Upholstering Furniture—leaflet—Ky. Exp. Sta., Lexington, Ky.
20. Planning and Furnishing the Home—book—by Quinn—American School Home Ec., Chicago, Ill.
21. The Arrangement of Household Furnishings—F. H. Series 7. State Col. of Agr., Ithaca, N. Y.
22. Economics of Good Furnishing—Thrift Series, State Ext. Service, State Col. of Agr., Ithaca, N. Y.
23. Refinishing Furniture—Ext. Cir. 1154, Univ. of Nebr., Lincoln, Nebr.
24. Stenciling—Ext. Cir. 1155, Univ. of Nebr., Lincoln, Nebr.

25. Interior Decoration and House Furnishings—Ext. Cir. 1156, Univ. of Nebr., Lincoln, Nebr.

Series 500—Home Improvement
Subproject 502, Household Conveniences

HOUSEHOLD CONVENIENCES AND EQUIPMENT

A. *Objects and Results Expected*

1. To lessen the labors and physical strain of the house-keeper and thus make her household duties more enjoyable.
2. To increase the number of fireless cookers and other devices in the home thus making homes more convenient.
3. To improve the design and materials of articles on the market.
4. To create interest in home improvement campaign.
5. To secure reports from club members when new equipment or improvements have been made.

B. *Suggested Procedure*

1. First meeting—Talk and demonstration, "Improving the home kitchen." (Arrangement of windows, doors, equipment, etc., selection of wall covering, woodwork, equipment, floor covering, sink).

NOTE: If possible it might be advisable to hold this meeting in the home of some club member who expects to make kitchen improvements and who wants suggestions from agent and club members. This kitchen may serve as a demonstration kitchen in this subproject.

2. Second meeting—Talk and demonstration, "Some home conveniences we can't afford to be without." (Wheel tray, small trays, measuring cups, good sharp butcher knives and paring-knives, stool, canning outfit, worktable, pressure cooker, sink and drainboards, egg-beaters, good dustcloths, well-selected brooms and dustpans, etc.).

Discussion by club members as to conveniences which they have and enjoy.

3. Third meeting—Talk and demonstration, “Choice of utensils.” (Material, cost, durability, usefulness, ease of cleaning, etc.).

Discussion by club members as to personal experiences using various utensils.

Demonstration, “Making a homemade fireless cooker.”

Club members might bring materials and make cookers under supervision at the meeting. Plans for home improvement campaign.

C. References

1. Farm Home Conveniences—Farmers' Bul. 927, U. S. Dept. Agr., Washington, D. C.
2. Modern Conveniences for the Farm Home—Farmers' Bul. 270, U. S. Dept. Agr., Washington, D. C.
3. Home Made Fireless Cookers and Their Use—Farmers' Bul. 771, U. S. Dept. Agr., Washington, D. C.
4. Relation of Initial Temperature to Pressure, Vacuum, Temperature Changes in the Container During the Canning Operations—Bul. 1022, U. S. Dept. Agr., Washington, D. C.
5. The Use of the Steam Pressure Canner in Cooking—leaflet—States Relations Service, Washington, D. C.
6. Wood Working Merit Course—Circular 124, Extension Div., Col. of Agr., Univ. of Ky., Lexington, Ky.
7. House Cleaning Made Easier—Farmers' Bul. 1180, Ky. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
8. A Convenient Work Table—Ky. Exp. Sta., Lexington, Ky.
9. Household Conveniences—Leaflet 109, Dept. Agr. Ext., Purdue Univ., Lafayette, Ind.
10. Planning the Kitchen—Leaflet, Dept. Agr. Ext., Purdue Univ., Lafayette, Ind.
11. Kitchens—Bul. 3, Ohio State Univ., Columbus, Ohio.
12. Fireless Cooker and Steam Pressure Cookers—State Col. of Agr., Ithaca, N. Y.
13. Fireless Cooker, Kitchen Equipment—Cir. 1, Ext. Service, Col. of Agr., Lincoln, Nebr.
14. Steam Pressure Cooking for the Home—Home Ec. Cir. 17, Iowa State Col., Ames, Iowa.
15. Built-in Ironing Board—House Equipment Cir. 4, Ext. Service, Univ. of Nebr., Lincoln, Nebr.
16. Iceless Refrigerator—Home Ec. Cir. 40, Ext. Service, Univ. of Nebr., Lincoln, Nebr.
17. Labor and Time Saving Devices—Ext. Cir. 1115, Univ. of Nebr., Lincoln, Nebr.
18. Home made Tea Wagon—Ext., Cir. 1133, Univ. of Nebr., Lincoln, Nebr.
19. The Modern Home—Pamphlet—McCall Co., New York.
20. The Modern Rural Home in Missouri—Cir. 95, Agr. Ext. Ser.,

A Manual for Home Demonstration Clubs for Women 37

- Col. of Agr., Columbia, Mo. (Discusses value of modern conveniences for rural home).
21. Kitchens—Bul. 49, Ext. Div., State College, Blacksburg, Va.
 22. Household Engineering—By Christine Frederick—book—Amer. School of Home Ec., Chicago, Ill. Price \$1.50.
 23. Home Labor Saving Devices—By Scott—book—Amer. School Home Ec., Chicago, Ill. Price \$1.00.
 24. Tested and Approved List of Kitchen Utensils—Bul.—Good Housekeeping, 119 W. 40th St., New York. Price 30 cents.

Series 500—Home Improvement
Subproject 503, Sewage Disposal

SEWAGE DISPOSAL

A. *Objects and Results Expected*

1. To make a study of safe means for disposal of human excreta and the various types of privies.
2. To interest club members and community in installation of a demonstration sanitary privy at the church or school, and in improvement of their own home conditions.
3. To learn thru talks and demonstrations the possibilities for installing sewage systems in rural homes.
4. To secure records of improvements made, or to be made, in the various homes.

B. *Suggested Procedure*

1. First meeting—Talks, (1) "Dangers of the pit privy and the open back privy," (2) "How may we improve the sanitary conditions in our community?"
Discussion, "The Kentucky sanitary privy."
Plans for a demonstration privy at the school, church or in some home.
2. Second meeting—Talk and demonstration by a rural engineering specialist, "Simple sewage systems for rural homes." Meeting to be held, if possible, in a home where some kind of sewage system is in use.

C. *References*

1. The Kentucky Sanitary Privy—State Board of Health of Kentucky, Louisville, Ky.

2. Suggestions About Sanitary Privies—Ext. Div., Col. of Agr., Morgantown, W. Va.
3. The Septic Tank—Bul. 137, Agr. Exp. Sta., Bozeman, Mont.
4. Safe Disposal of Human Excreta at Unsewered Homes—Pub. Health Bul. 68, Treas. Dept., U. S. Dept. Pub. Health, Washington, D. C.
5. Sewage and Sewerage of Farm Homes—Farmers' Bul. 1227, U. S. Dept. Agr., Washington, D. C.
6. Treatment of Sewage from Single Houses and Small Communities—Pub. Health Bul. 101, Treas. Dept., U. S. Pub. Health Service, Washington, D. C.
7. For definite information write Agricultural Engineering Dept., Exp. Sta., Univ. of Ky., Lexington, Ky.
8. Septic Tank for Sewage Disposal—Circular 131, Extension Division, College of Agriculture, Lexington, Ky.
9. Indoor Toilet—leaflet—State Col. of Agr., Fargo, N. D.
10. Poster—From Flies and Filth to Food and Fever—State Board of Health, Raleigh, N. C. Good.
11. Septic Tanks for Rural Homes—Spec. Bul. of Agr., St. Paul, Minn.
12. Toilets for Rural Homes—By Dr. Lunsden, Pub. Health Service, Treas. Dept., Washington, D. C.

Series 500—Home Improvement
Subproject 504, Water-supply

WATER-SUPPLY

A. *Objects and Results Expected*

1. To make a study of factors governing safe water-supply.
2. To learn thru talks and demonstrations the possibilities of having water in the homes.
3. To create an interest in having a campaign for safe water-supplies thru construction of better wells, clean-up day, examination of water by Health Department, safe drinking fountains, etc.
4. To create an interest in home improvement campaign.
5. To secure reports as for other subprojects. These reports should include information in regard to all improvements made or planned as a result of the study of this project.

B. *Suggested Procedure*

1. First meeting (night meeting if desired.)—
Talks by club members, specialists, etc. (1) "Relation of

water-supply to typhoid fever." (2) "Good construction of wells." (3) "How we may protect our water-supply." Slides or moving pictures would be helpful in illustrating the talks.

2. Second meeting—Demonstration and talk, "Water in the home." Meeting to be held if possible, in a home where a water system has been installed.
3. Special—Clean-up day—Leader reporting to home demonstration agent as to results.

C. References

1. Good Water for Farm Homes—Pub. Health Bul. 7, Treas. Dept., U. S. Pub. Health Service, Washington, D. C.
2. Factors Governing the Selection and Protection of Sources of Water Supply—Supplement 39, Treas. Dept., U. S. Pub. Health Service, Washington, D. C.
3. Typhoid Fever; Causation and Prevention—Pub. Health Bul. 69, Treas. Dept., U. S. Pub. Health Service, Washington, D. C.
4. Drinking Fountains—Pub. Health Bul. 397, Treas. Dept., U. S. Pub. Health Service, Washington, D. C.
5. Sewage Pollution of Streams (Its Relation to Public Health)—Pub. Health Bul. 362, Treas. Dept., U. S. Pub. Health Service, Washington, D. C.
6. Pitcher Pump Installation—Circular 125, Extension Division, College of Agriculture, Lexington, Ky.
7. The Modern Rural Home in Missouri—Cir. 95, Col. of Agr., Univ. of Missouri, Columbia, Mo.
8. For definite information write Agricultural Engineering Dept., Exp. Sta., Univ. of Kentucky, Lexington, Ky.
9. Water Systems for Farm Homes—Farmers' Bul. 941, U. S. Dept. Agr., Washington, D. C. or Ky. Agr. Exp. Sta., Lexington, Ky.

Series 500—Home Improvement
Subproject 505, Lighting the Home

LIGHTING THE HOME

A. *Objects and Results Expected*

1. To increase the convenience and comfort of home in rural community by encouraging the use of good lighting systems.
2. To create interest in home improvement campaign.
3. To secure reports—made by clubs as for other subprojects.

B. *Suggested Procedure*

1. First meeting (Night meeting if desired)—
Talk and demonstration, "Kerosene and gasoline lighting systems."
Talk and demonstration, "Acetylene gas systems."
2. Second meeting (Night meeting if desired)—
Talk and demonstration, "Electric lighting system."
NOTE: If possible, trips should be made to homes where the various systems of lighting are in use. If desirable the club may eliminate one of the above meetings. Local dealers who handle the various systems may at times be called upon to give demonstrations.

C. *References*

1. Trade literature from the various companies selling lighting systems.
2. For further information as to cost, etc., write Agricultural Engineering Department, University of Kentucky, Lexington, Kv.
3. Farm Lighting Systems—Cir. 39, Univ. of Missouri, Columbia, Mo.
4. Lighting of Farm Buildings—Ext. Bul. 1058, Univ. of Minn., St. Paul, Minn.
5. Illuminating Powers of Kerosene—Bul. 37, Iowa State Col., Ames, Iowa.
6. Calcium Carbide and Acetylene—Bul. Penn. State Col., Dept. of Chemistry.
7. Mechanics of the Household—By Keene—book—McGraw Hill Co., New York, N. Y. Price \$2.50.
8. Equipment for the Farm and Farmstead—By Ramsower—Ginn & Co., New York, N. Y. Price \$2.50.

Series 500—Home Improvement
Subproject 506, Heating the Home

HEATING THE HOME

A. *Objects and Results Expected*

1. To increase the convenience and comfort of home in rural communities by encouraging the use of good heating systems.
2. To create interest in home improvement campaign.
3. To secure reports as for other subprojects.

B. *Suggested Procedure*

1. First meeting (Night meeting if desired)—
Talk and demonstration, "Fireplaces and stoves."
2. Second meeting—Talk and demonstration, "Hot-air furnaces."

NOTE: If possible, trips should be made to homes where the various systems of heating are in use. If desirable the club may eliminate one of the above meetings.

Local dealers who handle the various systems may at times be called upon to give demonstrations.

C. *References*

1. Chimneys and Fireplaces—Farmers' Bul. 1230, U. S. Dept. Agr., Washington, D. C.
2. House Heating—Agr. Ext. Bul. 60, Univ. of Minn., St. Paul, Minn.
3. The Installation, Care and Operation of the House Furnace—Bul. 27, Engineering Exp. Sta., Iowa State Col., Ames, Iowa.
4. House Heating Fuel Tests—Bul. 33, Engineering Exp. Sta., Ames, Iowa.
5. Mechanics of the Household—By Keene—book—McGraw Hill Co., New York. Price \$2.50.
6. One Register Furnace—Farmers' Bul. 1174, U. S. Dept. Agr., Washington, D. C.
7. Operating a Home Heating Plant—Farmers' Bul. 1194, U. S. Dept. Agr., Washington, D. C. or Ky. Agr. Exp. Sta., Lexington, Ky.
8. Saving Fuel in Heating a Home—Tech. Paper 97, Dept. of Interior, Washington, D. C.

Series 600—Sanitation and Health
Subproject 601, Prevention of Disease

PREVENTION OF DISEASE

A. *Objects and Results Expected*

1. To establish health ideals by preventing needless illness and suffering and increasing physical and mental efficiency.
2. To establish health habits (eating, sleeping, working, playing, cleanliness, and posture.)
3. To improve home conditions (sanitation in the home and home surroundings, ventilation, sunshine, care of beds, etc.)

4. To secure reports from club members, "How I have improved health conditions in my home and community since beginning study of this project."

B. *Suggested Procedure*

1. First meeting—Papers or talks, (1) "Importance of good health habits." (2) "General home conditions that should be improved." (3) "The citizen and public health." (Care of household waste, importance of screens, destruction of flies, rats, mosquitoes, etc.)
2. Second meeting (or special community meeting to be given in evening)—
Health playlet, "The Costly Party" (see reference 17 below).
Talk, "A community clean-up day."

C. *References*

1. Fighting Trim—Supplement 5, U. S. Pub. Health Service, Washington, D. C.
2. The Citizen and the Public Health—Supplement 4, U. S. Public Health Service, Washington, D. C.
3. Keep Well—(small poster with 18 rules), poster series 8, U. S. Pub. Health Service, Washington, D. C.
4. Poster, "Use the Handkerchief," U. S. Health Service, Washington, D. C.
5. Poster, "The House Fly," U. S. Health Service, Washington, D. C.
6. The Road to Health—Keep Well Series 1, U. S. Pub. Health Service, Treasury Dept., Washington, D. C.
7. List of Publications of U. S. Pub. Health Service, Miscellaneous Pub. 12, Treas. Dept., U. S. Pub. Health Service, Washington, D. C.
8. Prevention of Disease—Miscellaneous Pub. 17, Bur. Pub. Health, Treas. Dept., Washington, D. C. 75 cents.
9. Transmission of Disease by Flies—Supplement 29, U. S. Pub. Health Service, Washington, D. C.
10. Malaria—Bul., U. S. Pub. Health Service, Washington, D. C.
11. Remedies and Preventives Against Mosquitoes—Farmers' Bul. 444, U. S. Dept. Agr., Washington, D. C.
12. Some Common Disinfectants—Farmers' Bul. 926, U. S. Dept. Agr., Washington, D. C.
13. Teaching Health—Health Ed. Bul. 6, Dept. Int., Washington, D. C.
14. Public and Home Sanitation—Home Ec. Bul. 5, Iowa State Col., Ames, Iowa.
15. To Keep People Well—Pub. 92, Div. of Ext., Col. of Agr., Knoxville, Tenn.

16. Make War on the Fly—Pub. 90, Div. of Ext., Col. of Agr., Knoxville, Tenn.
17. What to Do to Keep Well—Home Ec. Series 8, Col. of Agr., Knoxville, Tenn.
18. Bulletin (Vol. 11, No. 2) State Board of Health, Louisville, Ky. Contains the health playlet, "The Costly Party."
19. Poster, "If You Would be Healthy and Strong Keep Disease Germs from Your Body," State Board of Health, Richmond, Va.
20. (1) How to Be Happy and Well. (2) How to Live Long—booklets, Metropolitan Life Insurance Co., New York City.
21. Home Sanitation—Cir. 116, Ext. Div., State College, Stillwater, Okla.
22. Keeping Physically Fit—Leaflet 8, Col. of Agr., Columbia, Mo.
23. Fly Traps and Their Operation—Farmers' Bul. 734, Ky. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
24. House Flies—Farmers' Bul. 629, Ky. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
25. Health Habits for Home Folk—Ext. Cir. 1004, Col. of Agr., Lincoln, Nebr.

Series 600—Sanitation and Health
Subproject 602, Home Care of the Sick—First Aid

HOME CARE OF THE SICK AND FIRST AID

A. *Objects and Results Expected*

1. By means of the following studies to simplify and improve home care of the sick.
2. To learn what to do in emergencies and how to give first aid.
3. To learn where information on home problems in care of sick and injured may be obtained.
4. To secure reports from club members.

B. *Suggested Procedure*

1. First meeting—(Night meeting if desired)—Talk, "Fitting up the sick room" (Furniture, curtains, wall-paper, medicines, light, ventilation, etc.)
Demonstration by a nurse, club leader, home demonstration agent or demonstration team, "The bed for the sick" (Raising the bed, making the bed, changing the linen with patient in the bed, bathing and feeding the bedridden patient, etc.)
2. Second meeting—Paper by club member, "Diet for certain diseases."

Demonstration, "The invalid tray."

3. Third meeting—First aid—Demonstration, "Bandaging."

Paper, "Emergency care." (Care in case of drowning, fainting, heat prostration, cuts, burns, snake bites, etc.)

4. Fourth meeting—Talk, "Poisons and their antidotes." Talk and demonstration, "The home medicine chest and contents."

C. *References*

1. Prevention of Disease and Care of Sick Including First Aid to the Injured—Mis. Pub. 17, Pub. Health Service, Treas. Dept., Washington, D. C. 75 cents.
2. First Aid in the Home—booklet—Metropolitan Life Ins. Co., New York.
3. Aids in Home Nursing—Health and Hygiene Cir. 1, Col. of Agr., Univ. of Nebr., Lincoln, Nebr.
4. American Red Cross Text Book of Home Hygiene and Care of the Sick—P. Blakistons Son & Co., 1012 Walnut St., Philadelphia, Pa. 50 cents.
5. American Red Cross—First Aid—same address as above. 50 cents.
6. Home Nursing—By Abbey March—Same address as above.
7. Home Care of the Sick—By Amy Pope, Amer. School of Home Economics, Chicago, Ill. Price \$1.00.
8. Feeding the Sick—Pub. 93 (Bul.), Col. of Agr., Univ. of Nebr., Lincoln, Nebr.
9. Food and Its Relation to Health—Diet Cir. 1, Col. of Agr., Univ. of Nebr., Lincoln, Nebr.
10. Invalid Cookery—Diet Circ. 5, Col. of Agr., Univ. of Nebr., Lincoln, Nebr.
11. Aids in Home Nursing—Ext. Cir. 100, Univ. of Nebr., Lincoln, Nebr.
12. The Family Medicine Chest—leaflet 9, Col. of Agr., Columbia, Mo.
13. Cause and Treatment of Boils—leaflet 10, Col. of Agr., Columbia, Mo.
14. Home Nursing—Bul. 30, Agr. College, N. D.

Series 700—Gardening

Subproject 701, The Vegetable Garden

THE VEGETABLE GARDEN

A. *Objects and Results Expected*

1. To grow a greater quantity and a greater variety of vegetables so as to have a sufficient supply for use in season and also to can, dry and store for winter use.

2. To secure reports from club members as for other sub-projects.

B. *Suggested Procedure*—(Night meetings if desired).

1. First meeting—(Dec. or Jan.)—
Talk, "Vegetable budget"—Club members with assistance work out a vegetable budget as, for instance, allowing that 1 pt. can holds 4 to 6 servings.
 - a. Canned vegetables—7 servings per week—8 months.
 - b. Stored or dried vegetables—7 servings per week—8 months.
 - c. Fresh vegetables—15-20 servings per week—4 Months.

NOTE: Seed catalogs with pictures will be useful in working out the budget and should be brought to meeting by members.

Talk by garden specialist, "Planning the home vegetable garden." (An available plot to be marked off in rows according to the budget just planned).

2. Second Meeting—February or March.
Talk, "Insects and treatment of diseases of vegetable plants."
Talk, "Hotbeds and cold frames."

C. *References*

1. The Home Vegetable Garden—Cir. 67, Extension Div., Col. of Agr., Univ. of Ky., Lexington, Ky.
2. Hotbeds and Cold Frames—Cir. 120, Extension Div., Col. of Agr., Univ. of Ky., Lexington, Ky.
3. Asparagus—Cir. 68, Extension Div., Col. of Agr., Univ. of Ky., Lexington, Ky.
4. The Striped Cucumber Beetle—Cir. 108, Extension Div., Col. of Agr., Univ. of Ky., Lexington, Ky.
5. A New Bean Disease—Cir. 16, Exp. Sta., Univ. of Ky., Lexington, Ky.
6. The Corn-ear Worm—Bulletin 187, Ky. Exp. Sta., Univ. of Ky., Lexington, Ky.
7. Home Gardening in the South—Farmers' Bul. 934, U. S. Dept. Agr., Washington, D. C.

8. Potato Storage and Storage Houses—Farmers' Bul. 847, U. S. Dept. Agr., Washington, D. C. or Ky. Agr. Exp. Sta., Lexington, Ky.
9. Control of Diseases and Insect Enemies of Home Vegetable Garden—Farmers' Bul. 856, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
10. Good Seed Potatoes—Farmers' Bul. 533, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
11. Saving Vegetable Seeds for Home and Market Garden, Farmers' Bul. 884, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
12. Insect Enemies and Diseases of the Tomato—Dept. Cir. 40, U. S. Dept. Agr., Washington, D. C.
13. Beans—Farmers' Bul. 289, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
14. Better Seed Corn—Farmers' Bul. 1175, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
15. The School Garden—Farmers' Bul. 218, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
16. Cut Worms—Farmers' Bul. 739, U. S. Dept. Agr., Washington, D. C.
17. Home Storage of Vegetables—Farmers' Bul. 879, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
18. Okra—Farmers' Bul. 232, U. S. Dept. Agr., Washington, D. C.
19. The City Home Garden—Farmers' Bul. 1044, U. S. Dept. Agr., Washington, D. C.
20. Sweet Potato Growing—Farmers' Bul. 999, U. S. Dept. Agr., Washington, D. C.
21. Drying Fruits and Vegetables—Farmers' Bul. 984, U. S. Dept. Agr., Washington, D. C.
22. Vegetable Gardening—book—by Watts—Orange Judd Co., New York City. Price \$1.75.
23. Vegetable Gardening—book—by Green—Webb Pub. Co., St. Paul, Minn. (paper cover, 50 cents).
24. Planning the Home Vegetable Garden—Vegetable Garden Series, Lesson 145, N. Y. College Agr., Ithaca, N. Y.
25. The Vegetable Garden—Bul. 4, N. Y. Col. of Agr., Ithaca, N. Y.
26. Summer Care of Home Vegetable Garden—Vegetable Garden Series 4, N. Y. Col. of Agr., Ithaca, N. Y.
27. Construction and Management Root Storage Cellars—Ext. Bul. 22, N. Y. Col. of Agr., Ithaca, N. Y.
28. Seed Potatoes for Better Yields—Cir. 106, Agr. Exp. Sta., Col. of Agr., Columbia, Mo.

Series 700—Gardening
Subproject 702, The Flower Garden

THE FLOWER GARDEN

A. *Objects and Results Expected*

1. To provide an interesting open air diversion from the routine duties of home life.

2. To provide flowers for decoration material thruout the growing season for use in the dining room, and other parts of the home.
3. To make bright and cheerful the sick room, the hospital, the school, the church and other public meeting places.
4. To increase the pleasure of social occasions.
5. To provide, under certain conditions, a modest source of income to the housewife.
6. To secure reports as for other subprojects.

B. *Suggested Procedure*—May combine 1 and 2, 3 and 4, making two meetings.

1. First meeting—Tulip and daffodil season. Exhibit such garden and wild flowers as are available. Exchange seeds, seedlings, and divisions of hardy perennials.
Talk, "Growing annuals from seed." Members secure a variety of seed, plant and nursery catalogs.
2. Second meeting—Peony, iris and rose season in May.
Exhibition of blooms in season.
Talk, "Perennial blooming plants and garden pests."
3. Third meeting—September.
Exhibition of season's flowers.
Talk, "Winter and spring care of flowering bulbs."
Arrange for cooperative purchase of spring blooming bulbs.
4. Fourth meeting—late October.
Talk, "Winter protection of outdoor plants."
Exhibit asters, Japanese anemones, sunflowers, early chrysanthemums and other seasonable flowers.

NOTE: The subject for the fourth meeting might be discussed in the September meeting, thus eliminating a fourth meeting.

C. *References*

1. Roses for the Home—Farmers' Bul. 750, U. S. Dept. Agr., Washington, D. C. or Ky. Agr. Exp. Sta., Lexington, Ky.
2. Suitable Flowers and Shrubs for Home Grounds—Cir. 497, Ext. Div., Univ. of La., Baton Rouge, La.

3. Annual Flowering Plants—Farmers' Bul. 1171, U. S. Dept. Agr., Washington, D. C.
4. Secrets of Ornamental Planting—Stark Bros., Louisiana, Mo.
5. Home Flowers—Bul.—Maryland Agr. Col., College Park, Md.
6. Improving Home Grounds—Bul.—Purdue Univ., LaFayette, Ind.
7. Carnation Stem Rot—Bul. 223, Univ., of Ill., Agr. Exp. Sta., Urbana, Ill.

Series 700—Gardening
Subproject 703, Improving Home Grounds

LANDSCAPE GARDENING AS RELATED TO CHURCH, SCHOOL AND HOME GROUNDS.

A. *Objects and Results Expected.*

1. To get acquainted with the simplest rules of landscape design and to aid each other in improvement of home grounds.
2. To provide permanent planting of trees and shrubs about church and school.
3. To make the home grounds more beautiful and comfortable.
4. To make the entire community more attractive and interesting to strangers and more desirable as a place of residence.
5. To make the town or country home more valuable each year, if circumstances should require its sale.
6. To secure reports as for other subprojects.

B. *Suggested Procedure*—Community meetings if desired.

1. First meeting (may be in mid-winter)—
Talks, (1) "Elements of landscape design." (2) "The Lawn." (3) "Uses of the native trees and shrubs of Kentucky."
Secure catalogs in variety from nurserymen specializing in ornamental trees and shrubs.
2. Second meeting—Demonstration and talk, "Landscape gardening." To be given by some specialist on the school ground, in a church yard or in the yard of some

home. Plans for "Improving home grounds" week in the county.

Reports of all improvements made in the county to be made by each club and copies of reports filed in the home demonstration agent's office and in the office of the State leader as for other subprojects.

C. *References*

1. Beautifying the Farmstead—Farmers' Bul. 1087, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
2. Planning the Farmstead—Farmers' Bul. 1132, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
3. Woody Plants of Kentucky—Bul. 169, Ky. Agr. Exp. Sta., Lexington, Ky.
4. Attractive Farmsteads—Agr. Ext. Bul. 65, Col. of Agr., St. Paul, Minn.
5. Trees—What, Where, When and How to Plant—Bul. 105, Agr. Exp. Sta., Univ. of Idaho, Moscow, Idaho.
6. Improving the School Grounds—Bul. 10, State Col. of Agr., College Park, Md.
7. Trees and Shrubs—Bul. 281, Exp. Sta., State Agr. Col., E. Lansing, Mich.
8. Roses for the Home—Farmers' Bul. 750, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
9. Landscape Gardening—Cornell Univ., Ithaca, N. Y.

Series 700—Gardening
Subproject 704, Small Fruit

THE GROWING OF GRAPES AND SMALL FRUITS

A. *Objects and Results Expected*

1. To become acquainted with the best varieties of grapes and small fruits and to secure a liberal supply of the best sorts for summer and winter consumption in the home.
2. To learn the simplest methods of growing these fruits.
3. To secure better methods of pest control.
4. To make comparison and promote discussion of the best methods of utilizing these fruits for the home or for sale.
5. To secure reports as for other subprojects.

B. Suggested Procedure

1. First meeting—Early spring (Feb. or March).
Talk, "Grapes, currants, gooseberries and other berries."
Discussion of small fruit catalogs.
Talk, "Control of small fruit pests."
Discussion of plans for small fruit planting.
2. Second meeting—(When strawberries begin to ripen).
This meeting might be combined if desired with the meeting for spring flowers.
Talk and demonstration, "Strawberry harvesting."
Discussion, "How to handle the bed after picking season closes."
Talk, "Cultivation and fertilization of the newly set bed."
3. Third meeting—September.
Talk and demonstration, "Pruning and training the grapevines."
Talk and demonstration, "Propagating the grape and bush fruits."
Talk, "Winter mulch for strawberries."
Exhibit of grapes. Exhibit of jellies, preserves and other products of a small fruit garden.

C. References

1. Propagation of Plants—Farmers' Bul. 157, U. S. Dept. Agr., Washington, D. C.
2. Pruning—Farmers' Bul. 181, U. S. Dept. Agr., Washington, D. C.
3. Raspberry Culture—Farmers' Bul. 887, U. S. Dept. Agr., Washington, D. C.
4. Blackberry Culture—Farmers' Bul. 643, U. S. Dept. Agr., Washington, D. C.
5. Dewberry Culture—Farmers' Bul. 728, U. S. Dept. Agr., Washington, D. C.
6. Grape Propagation—Farmers' Bul. 471, U. S. Dept. Agr., Washington, D. C.
7. Currants and Gooseberries—Farmers' Bul. 1024, U. S. Dept. Agr., Washington, D. C.
8. Growing Fruit for Home Use—Farmers' Bul. 1001, U. S. Dept. Agr., Washington, D. C.
9. Strawberry Culture, Eastern U. S.—Farmers' Bul. 1028, U. S. Dept. Agr.

10. Everbearing Strawberries—Farmers' Bul. 901, U. S. Dept. Agr., Washington, D. C.
11. Strawberry Varieties—Farmers' Bul. 1043, U. S. Dept. Agr., Washington, D. C.
12. Strawberries for Market—Farmers' Bul. 979, U. S. Dept. Agr., Washington, D. C.
13. Strawberries—Bul. 216, Ky. Agr. Exp. Sta., Lexington, Ky.
14. Peach Varieties—Farmers' Bul. 918, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
15. Strawberry Culture in Tennessee, Kentucky and W. Virginia—Farmers' Bul. 854, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
16. Orchardling—Cir. 118, Extension Div., Col. of Agr., Uni. of Ky., Lexington, Ky.
17. Permanent Fruit and Vegetable Gardens—Farmers' Bul. 1242, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
18. The Strawberry Crown Borer—Cir. 27, Ky. Agr. Exp. Sta., Lexington, Ky.
19. Information for Fruit Growers about Insecticides—Farmers' Bul. 908, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
20. Fruit and Vegetable Insect Diseases—Bul. 199, Exp. Sta., Col. of Agr., St. Paul, Minn.
21. Control of Insect Pests and Plant Diseases—Bul. 283, Cornell Univ., Ithaca, N. Y.

Series 800—Poultry
Subproject 801, Poultry Problems

POULTRY PROBLEMS

A. *Objects and Results Expected*

1. To improve culling practises.
2. To improve methods of housing and feeding.
3. To study methods of incubation and brooding.
4. To study poultry diseases and their treatment.
5. To secure reports as for other projects.

B. *Suggested Procedure*

1. First meeting—July or August—Study circular on culling at home before meeting.
Demonstration by agricultural agent, home demonstration agent or specialist, "Culling."
Talk, "Poultry diseases."

2. Second meeting — October — Discussion, "Poultry houses."
Visits made to farms where model poultry houses have been built.
3. Third meeting—November—Study of feeding ration and comparison of results secured by club members.
NOTE: The October and November meetings may be combined if desired.
4. Fourth meeting—February or March—Talk, "Advantages of early hatching and use of incubators."
Talk, "Methods of brooding and chick feeding."

C. References

1. For July or August Meeting—Cir. 101, Extension Div., Col. of Agr., Univ. of Ky., Lexington, Ky.
2. For October and November Meetings—Cir. 107, Extension Div., Col. of Agr., Univ. of Ky., Lexington, Ky.
Cir. 66, Extension Div., Col. of Agr., Univ. of Ky., Lexington, Ky.
3. February and March Meetings—Cir. 110, Extension Div., Col. of Agr., Univ. of Ky., Lexington, Ky.
Farmers' Bul. 585, U. S. Dept. Agr., Washington, D. C.
Farmers' Bul. 624, U. S. Dept. Agr., Washington, D. C.
U. S. Dept. Agr. Cir 25, Washington, D. C.
4. The Care of Eggs on the Farm—Cir. 105, Extension Div., Col. of Agr., Univ. of Ky., Lexington, Ky.
5. Candling and Preserving Eggs—G. 25, U. S. Dept. Agr., Washington, D. C. or Ky. Agr. Exp. Sta., Lexington, Ky.
6. Important Poultry Diseases—Farmers' Bul. 957, U. S. Dept. Agr., Washington, D. C.
7. Poultry House Construction—Farmers' Bul. 574, U. S. Dept. Agr., Washington, D. C.
8. Feeding Hens for Egg Production—Farmers' Bul. 1067, U. S. Dept. Agr., Washington, D. C.
9. A Simple Trap Nest for Poultry—Farmers' Bul. 682, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
10. Poultry Primer—Farmers' Bul. 1040, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
11. Poultry Management—Farmers' Bul. 287, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
12. Backyard Poultry Keeping—Farmers' Bul. 889, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
13. Culling for Eggs and Market—Farmers' Bul. 1112, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
14. Care of Mature Fowls—Farmers' Bul. 1105, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
15. Brood Coops and Appliances—Farmers' Bul. 1107, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
16. Lice, Mites—Farmers' Bul. 1110, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.

17. Management Growing Chicks—Farmers' Bul. 1111, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
18. Preserving Eggs—Farmers' Bul. 1109, Ky. Agr. Exp. Sta., Lexington, Ky. or U. S. Dept. Agr., Washington, D. C.
19. Helpful Hints for Poultrymen—Col. of Agr., Exp. Sta., Lexington, Ky.

Series 900—Clothing Efficiency
Subproject 901, Preliminary Course in Clothing Efficiency

PRELIMINARY COURSE IN CLOTHING EFFICIENCY

A. *Objects and Results Expected*

1. To strive for higher standards of clothing thru the Study of more efficient methods.
2. To solve a few of the most serious problems confronting the average home maker by elimination of useless waste of time, energy and materials.
3. To stress efficiency in such a way that it may be correlated with everyday life, thus developing better home makers.
4. To create interest in the importance of a healthier body to clothe.
5. To secure reports as for other subprojects.

B. *Suggested Procedure*

1. First meeting—Talk by clothing efficiency specialist, "Clothing efficiency and its application to everyday life."
Short drill on measuring.
Demonstration, "Lap placket and slip placket."
2. Second meeting—Talk and demonstration, "Use of darts in garments."
Home lesson assigned.
3. Third meeting—Demonstration and discussion, "Verifying drafts made at home."
Demonstration, "Changing the original 36 waist pattern to individual measures." Application by members.
Home lesson assigned.

4. Fourth meeting—Demonstration, "The line-up."
Home lesson assigned.
5. Fifth meeting—Talk, "Principle of combination."
Demonstration, "The French corset-cover pattern and forward shoulder waist pattern."
Home lesson assigned.
6. Sixth meeting—Demonstration, "The tuck ruffle."
Demonstration, "Finish for petticoats"—Discussion.
Home lesson assigned.
7. Seventh meeting—Demonstration, "The sleeve draft."
Discussion and application by members.
Home lesson assigned.
8. Eighth meeting—Talk, "Principles of the study dress."
Starting of study dress by members.
Home lesson assigned.
9. Ninth meeting—Talk and demonstration, "How to join waist and skirt."
Discussion and application.
Home lesson assigned.
10. Tenth meeting—Talk and demonstration, "Simple dress finish." Discussion.
Home lesson assigned.
11. Eleventh meeting—General review.
12. Twelfth meeting—Study and discussion, "Possibilities and modifications of the study dress."

C. References

Write to Home Demonstration Office, Experiment Station, University of Kentucky, Lexington, Ky.

Series 900—Clothing Efficiency
Subproject 902, Developments in Clothing Efficiency

DEVELOPMENTS IN CLOTHING EFFICIENCY

A. Objects and Results Expected

1. To perfect preceding lessons and patterns and to adjust them to individual needs and tastes.

2. To accomplish a moderate amount of new work upon more comprehensive lines.
3. To develop from the fundamental principles of clothing efficiency the working knowledge of all types of clothing.
4. To further develop the efficiency methods in saving time, energy and materials and to show results from the application of this to household duties.
5. To show benefits derived from health teachings in improved endurance and better posture.
6. To secure reports as for other subprojects.

B. *Suggested Procedure*

Development Group No. I.

1. First meeting—Talk by clothing efficiency specialist, "Color, line and suitability of dress as applied to the individual." Discussion.
2. Second meeting—Discussion, "Improving lines." Members make such garments as show need of improved lines.
3. Third meeting—Members start a second study dress.
4. Fourth meeting—Talk and demonstration, "Sleeves" (adjusting gathers, elbow tucks, length, etc.)
5. Fifth meeting—Talk and demonstration, "The development waist." Discussion. Members start a simple waist.
6. Sixth meeting—Group discussion of waists made by club members.
7. Seventh meeting—Demonstration, "Waist designs." Discussion.
8. Eighth meeting—Talk and demonstration, "Uses of a three and four gore draft." Discussion and application.
9. Ninth meeting—Group discussion on the skirts that have been completed by club members.

10. Tenth meeting—Demonstration and discussion, "Variations of the three and four gore skirt draft."
Demonstration, "Drafting sleeves, drawers and skirt to child's measure."

Development Group No. II.

1. First meeting—Demonstration, "Blazer pattern." Application by club members.
2. Second meeting—Group discussion, "The individual blazer."
Blazer to be completed before next meeting.
3. Third meeting—Discussion, "Blazers as completed garments."
Study of designs that may be made from blazer.
Demonstration, "The slip-over garment."
4. Fourth meeting—Demonstration, "The open-front type with or without revers."
5. Fifth meeting—Demonstration, "Sack tunic types."
Discussion.
6. Sixth meeting—Demonstration, "The sack dress." Discussion.
7. Seventh meeting—Talk and demonstration, "Tunic dresses developed from sack tunic patterns." Discussion and adaptation by club members.

C. References

For information write to Home Demonstration Office, Experiment Station, University of Kentucky, Lexington, Ky.