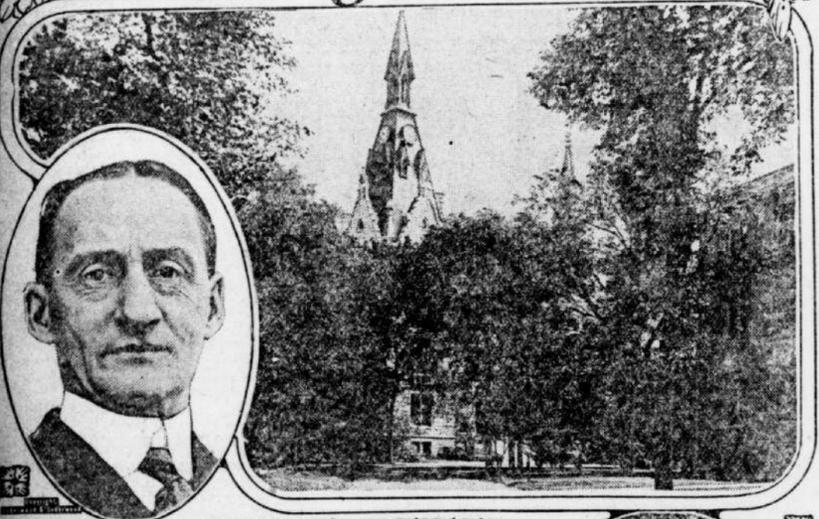


# Secretarial School: First of Its Kind



W.D. SCOTT UNIVERSITY HALL AND HARRIS HALL

**N**ATIONAL School for Commercial Organization Secretaries, under the auspices of the Chamber of Commerce of the United States, the National Association of Commercial Organization Secretaries and Northwestern University!

Isn't there something new under the sun, in spite of the proverb? Anyway, that is the sort of school that has been going on at Evanston, Ill., right in the vacation days of summer.

Moreover, this National Secretarial school is believed to be a project of far-reaching importance in the business and civic life of the country. John Hilder, manager of the civic development department of the Chamber of Commerce of the United States, speaking for himself and for President Joseph H. Defrees, puts the situation like this:

"The American business man today stands in a position of greater responsibility and greater opportunity than ever before in our history, for we are becoming predominantly an urban and a business nation. His responsibility cannot be discharged, his opportunity met by individuals acting separately—they must organize. The character and purpose of the business firm's organizations therefore are of first importance to the nation. Not only must they be public-spirited and propose to serve constantly and definitely the common interests of their community, but in order that they may so serve they must know that good intentions alone never produce results.

"The effectiveness of a commercial or trade association depends in large measure on the secretary. As he increases in knowledge and understanding, not only of his own business technique and of his local field, but of the general principles that underlie and affect all business and civic interests, he will become increasingly valuable to his organization and to American business generally.

"The National School for Commercial Organization Secretaries will give to these men in a short time what it would take years for them to learn individually, and will in addition give them a sense of their common problems and responsibilities which can be secured only by a group of men representing many communities studying their problems impersonally and under his leadership.

President R. B. Beach of the National Association of Commercial Organization Secretaries sees in the attendance of nearly 200 a real demand and a real field of service for the training course. He says:

"It will create a sound, practical basis for chamber of commerce service as a result of which the chambers of commerce of this country may expect the highest efficiency and competency in business administration and in the execution of their varied activities."

President Walter Dill Scott of Northwestern University is a man of many parts. He is a graduate of Northwestern (A. B., 1895) and of McCormick Theological seminary (1898). He is a Ph. D. (Leipzig, 1900). Probably he is best known as a psychologist.

He was a colonel, U. S. A., 1917-9, and was awarded D. S. M. for "devising, installing and supervising the personnel system in the U. S. army." He is primarily interested

arrived at by vote, each citizen writing his vote on an oyster shell. The Greek word for oyster shell, expressed in our alphabet, is ostrakon, and because the ostrakon was used as a ballot, the expelling of a person from the state by popular vote was called ostracism, which means blackballing or expelling.

**Nine Cents a Day Paid Hatters.**  
The use of beaver in making hats commenced about 1200, for Chaucer mentions it. Flanders turned out the

first. Hatters' guilds began to appear in England, and apprentices were taught the art of making felt hats and decorating them. Nine cents a day was then a hatter's wages. In the sixteenth century the first hat stores began to do business and hats, therefore as widely decorated as poetic fancy, began to be standardized. In other words—style began to rule. By 1600 styles were very much in evidence, but were very changeable. Shakespeare's plays speak of varied types of hats then worn.

**Clement Invented the Mode of Felting Rabbits Fur.** Cloth hoods and mailed caps, also developed through armor. The more general use of hats seems to have originated in England with the Norman conquest, 1066 A. D., and in the thirteenth century hats with brims appeared. In 1254 Pope Innocent IV authorized the wearing of hats by cardinals. Medieval plumed hats appeared about this time.

The Detroit Federation of Labor has completed a new labor temple.



JOSEPH H. DEFREES

in the benefit the country will receive through the increased efficiency of the secretaries. He says:

"The students at our summer school session for commercial secretaries are mature men of unusual ability and leaders in their communities. The effect of the summer school on these men will be to strengthen their faith in the modern, practical, scientific method of dealing with their problems and to strengthen them in their faith in the necessity of analyzing all local problems in terms of wider experience.

"I am particularly interested in this session of the summer school, not primarily for what those who attend will receive, but for the added service they will be able to render their communities upon their return. In this period of reconstruction and readjustment, our progress is dependent upon our profiting by experience wherever available. I feel, therefore, that this school will be of inestimable value because of the increased value these secretaries will be able to render their communities."

This secretarial school is, in brief, an intensive course of two weeks in secretarial problems and methods. That there is need of this school is shown by the registration of the first year, which surprised even the officials of the three organizations back of it. This registration of 200 men was representative of every section of the United States, including Hawaii. Canada sent its quota and Cuba was represented. Several women attended.

While most of those in attendance were registered as secretaries of chambers of commerce, the list shows others in considerable variety.

The study was of two kinds, fundamental and technical. The instructors in the former were educators of national prominence and in the latter leading authorities in the secretarial ranks. Harris hall was used as a class room. Two hours a day was devoted to fundamentals and three and a half hours to technical subjects. Munson Havens, secretary of the Cleveland Chamber of Commerce, lectured on "The Secretary, His Relation to the Varied Forms of Service, What Is Expected of Him and What He Should Expect of Himself."

The technical studies and the groups of secretaries who directed the study of them are:

Organization (What It Is), J. A. McKibben, general secretary, Boston Chamber of Commerce, assisted by John Wood, secretary, Roanoke (Va.) Chamber of Commerce, and Colvin B. Brown, chief organization service bureau, civic department, United States Chamber of Commerce.

Commerce (How It Is Done), John M. Guild, general secretary, Kansas City, (Mo.) Chamber of Commerce, assisted by J. S. Cady, secretary, Minneapolis Civic and Commerce association, and J. T. Daniels, secretary of the Columbus (O.) Chamber of Commerce.

Memberships, C. F. Holland, secretary, Jackson (Mich.) Chamber of Commerce, assisted by Paul V. Bunn, general secretary, St. Louis Chamber of Commerce, and Roy S. Smith, secretary, Albany (N. Y.) Chamber of Commerce.

Finance, J. D. Larson, commissioner, Omaha Chamber of Commerce, assisted by Arthur J. Dodge, business manager, Denver Civic and Commercial association.

Publicity, Ralph H. Faxon, general secretary, Des Moines Chamber of Commerce, assisted by F. Roger Miller, secretary, Macon (Ga.) Chamber of Commerce, and Merle Thorpe, editor of The Nation's Business.

Office Organization, S. C. Mead, secretary, Merchants' association, New York, assisted by G. W. Lemon, secretary, Troy (N. Y.) Chamber of Commerce, and F. D. E. Babcock, general secretary, Worcester (Mass.) Chamber of Commerce.

Specific Departmental Activities: 1. Commercial, Lee H. Bierce, secretary, Grand Rapids (Mich.) Association of Commerce, assisted by John B. Reynolds, general secretary, Indianapolis Chamber of Commerce, and Warren R. Jackson, secretary, Harrisburg (Pa.) Chamber of Commerce.

2. Industrial, Walker Parker, general manager, New Orleans Association of Commerce, assisted by Emmet Hay Taylor, secretary, Writing Paper Manufacturers' association, New York, and W. S. Millner, secretary, Williamsport (Pa.) Board of Trade.



BY THE LAKE

Program (What to Do), George E. Foss, general secretary, Pennsylvania State Chamber of Commerce, assisted by Robert B. Beach, business manager, Chicago Association of Commerce, and John E. Northway, secretary of the Hamilton (O.) Chamber of Commerce.

Meetings (How It Is Done), John M. Guild, general secretary, Kansas City, (Mo.) Chamber of Commerce, assisted by J. S. Cady, secretary, Minneapolis Civic and Commerce association, and J. T. Daniels, secretary of the Columbus (O.) Chamber of Commerce.

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3. Civic, Roland B. Woodward, secretary, Rochester Chamber of Commerce, assisted by Harry Welch, Phoenix Chamber of Commerce, and John Hilder, manager, civic development department, United States Chamber of Commerce.

4. Research, John M. Redpath, manager research, department, United States Chamber of Commerce, assisted by Don E. Mowry, secretary, Madison (Wis.) Chamber of Commerce, and Joseph E. Caine, secretary, Oakland (Cal.) Chamber of Commerce.

## Pirates Lair Scene of Fight

Spanish Battle on Scenes of Centuries of Conflict With Tribesmen.

### NOTORIOUS BARBARY COAST

Made Famous in Present Generation by Operations of the Chieftain Mulai Ahmed Raisuli—Recalls Famous Pericardis Case.

Madrid.—That part of Morocco called the Spanish zone, where Spain's troops have just suffered disastrous reverses at the hands of the Moors with the loss of thousands of men and thousands of square miles of territory, is part of the notorious Barbary coast whose pirates preyed on European commerce for many years and carried Europeans into slavery.

In the present generation it has been made famous by the operations of the chieftain, Mulai Ahmed er-Raisuli, who captured and held for ransom Lon Pericardis, an American citizen, in 1905. This was in the administration of President Roosevelt and evoked from Secretary Hay the historic phrase demanding "Pericardis alive or Raisuli dead!" It resulted in the almost immediate release of Pericardis.

**Three Races in Land.**  
Three races inhabit Morocco, the original Berbers, or mountaineers, who conquered Spain on three different occasions; the mixed race of Arabs and Berbers known as Moors both of which races are generally Mohammedans; and the colonies of Jews which inhabit the coast cities and control the majority of the country's commerce.

The Spanish zone, where the fighting is now in progress, is a narrow strip of land along the northwestern coast fronting on the Mediterranean sea. It extends from Algeria, under control of the French, to the Atlantic ocean on the west. It does not, however, include the extreme northwestern tip of land on which is located the city of Tangier.

Spanish troops have fought the Moors for centuries, but it was only in 1912 that the northern littoral of Morocco was assigned to Spain under the terms of the Franco-Spanish

treaty signed in that year. Since then Spain has been engaged at intervals in sporadic attempts to maintain her authority, with varying success and failure.

**Want More Order.**  
Both the French and Spanish governments decided in January, 1920, to make military demonstrations in their respective zones for the purpose of preparing the way to more orderly government. The French zone was soon pacified. The Spanish territory, which is administered by Gen. Dama-son Berenguer as high commissioner, was 75 per cent submissively.

Spanish troops at first made their base on the Atlantic coast of Morocco at El-Arishi, also known as Larache. From there they penetrated well into

the interior and captured a number of Moorish strongholds, including the so-called secret city of Sheshawan. For some time little activity has been reported in that western district of Morocco.

The Spaniards, however, sent another expedition under the command of General Silvestre, who established a base at Melilla, midway on a promontory which extends from the eastern end of the Spanish zone northward into the Mediterranean. From that point, General Silvestre's troops attempted to penetrate southward into the interior. Early successes were reported, but last spring the Spaniards encountered strong native troops and hostile tribesmen, estimated to number 20,000 and said to be well armed and equipped with artillery. The present reverses of the Spanish forces had their beginning early in June.

**The Ups and Downs.**  
Some people seem to imagine that the ups and downs of life mean talking yourself up and running other people down.—Arkansas Thomas Cat.

## Priest Maintains Vigil Over Dead

Young Clergyman Dwells Amid Coffins of 300,000 Defenders of Verdun.

### HUT GIVEN BY AMERICANS

Wooden Structure Used by Priest Until Permanent Monument Can Be Erected to Heroes of the Great War.

Paris.—A mile from Fort Douaumont, which looks down on the walled city of Verdun, France, and its ring of defenses, lives a priest who never smiles. He is young, clear-eyed, and does not need the ribbon of the Legion of Honor nor the Cross of War with the palm that he wears to tell that he has served. He lives today in a wooden hut with the bones of 300,000 of his countrymen, the defenders of Verdun.

Time has softened the sharper outlines of his surroundings, and from a distance seems to have given the 12-mile battle front a green carpet. In

reality, trenches have slumped in. The rims of shell holes have been rounded by rains, and frosts and melting snows. Acres of tangled rusted barbed wire have been hidden under weeds and shrubbery.

**Rifle Barrel Marks Grave.**  
Some inches of rusted rifle barrel protrude from the soil to mark a grave the workmen have not reached. Fragments of leather and cloth equipment lie scattered about, and even along the more frequented paths one stumbles over bones.

The wooden hut where M. L'Abbe Noel lives is perhaps 20 feet wide and 40 feet long, the gift of an American committee. At the end opposite the entrance is the altar, and, forming an aisle, are tiers of coffin-shaped boxes, with the lids resting loosely upon them. Each box is placarded with the names of the sector along the Verdun front where the fragment was found.

**Flowers Blanket Coffins.**  
Many of the coffins are heaped high with flowers and wreaths, and on all are visiting cards put there by those whose memories center about the locality named on the box. Of the 400,000 French who died at Verdun, said the abbe, 300,000 will never be identified. An "ossuaire" is to be erected on this spot, and in it will be placed these "sacred bones," where they will rest. Each sector will have a tomb designated for it, where now there is a wooden box.

Four shrines, Catholic, Protestant, Jewish and Musselman, will be grouped about the ossuaire. Each day adds to the collection that is gathering in the temporary wooden hut which serves until the permanent structure is completed.

On the nearest hill is a wooden cross, built and erected by Marshal Pétain for the dead of his armies. A few yards away is the grave of a French commander, General Anselin, killed in action. Not far distant and over the crest of the hill is the massive concrete monument built over the "Trench of Bayonets" where an entire company died as they waited, rifles in their hands, the bugle call to charge. Their bodies have never been disinterred and the protruding rifles with bayonets fixed are still clutched by the soldiers whose graves they mark, as though waiting for the long-delayed command to go forward.

The present population of Verdun is one-fourth that of the United States.

## Secretary Denby in His Private Navy



Here is Secretary Denby in his private "navy," fishing in Lake Oakland, adjoining his farm at Clintonville, Mich.

### Boy Captures Sharks After Two-Hour Battle

Cape May, N. J.—Emory Eyesman, thirteen-year-old son of Julian Eyesman, general traffic manager for the Pennsylvania railroad, ended a day's fishing trip with two eight-foot sharks to his credit. He fought with them for more than two hours, playing them along and insisting that other fishermen with him give him plenty of room. The sharks weighed a total of 940 pounds.

### Negro Porter Hero of Pueblo Flood

St. Louis.—Officials of the Chamber of Commerce in St. Louis, Mo., will request a Carnegie hero medal for Robert J. Taylor of St. Louis, negro Pullman porter, who is said to have saved 26 lives when a passenger train was overturned in the Pueblo flood, June 2.

### SERBIAN PRINCE LIKES POMP

Regent Buys Gorgeous Carriages and Furnishings Austrian Ex-Royalty Discarded.

Vienna.—Alexander, the prince regent of Serbia, is surrounding himself with some of the second-hand regal panoply of the Hapsburgs. A commission from Belgrade has bought two of the many state carriages stored in the old royal stables here, one of semi-state vehicles for official calls and the other one of the splendid glass and gold coaches used on ceremonial occasions. The commission also takes back to Belgrade the complete furnishings of one of the Maria Theresa apartments in the Hofburg for installation in the Kara-george palace.

### Cement for China.

Delicate china may be mended by using the following cement: mix rice flour with cold water and allow it to simmer over a fire until it becomes thick.

## NEW WAY TO DETECT CRIMINALS

French Detective Invents Two Sciences to Do Work.

**Poroscopy and Graphometry Promise to Make Way of Transgressor Harder Than It Is.**

Paris.—Poroscopy and graphometry are two new "sciences" intended to make the way of the transgressor harder than it is. Poroscopy is the science of measuring the pores of the body. Graphometry is the science of form and relative proportion of letters in handwriting.

Dr. Edmund Locard, head of the Lyons police laboratory of identification, has elaborated these new methods of crime detection to a point where the results have been accepted in the Lyons courts and are said to have been approved effective.

In poroscopy, Doctor Locard holds

the number, form and position of body pores remain the same throughout life. The impression of the pores in Doctor Locard's system is colored by chemical vapors or very fine powders so they may be photographed under a microscope.

Doctor Locard tells of several successful prosecutions supported by his new sciences. In one case a burglar wore gloves, but left an impression of a small surface of "oream. That trace convicted him. Another burglar, perspiring freely, left the impression of pore surfaces through his gloves and went to jail.

Graphometry, as termed by Doctor Locard, consists primarily in the theory that handwriting shows always a certain relation in size between letters and unmistakable characteristics in form, particularly in loops. In addition to these principles Doctor Locard, of course, utilizes generally accepted methods of detecting forgeries.

### Eggs Taken From Snake Hatched Chicks in Africa

A story of chicken eggs hatched after they had been salvaged from the interior of a python is told by the publicity department of the board of missions of the Methodist Episcopal church, in New York city.

Quoting Rev. Edwin H. Richards, for 31 years a missionary in Africa, the board said that a python had wriggled out of a jungle one night, entered a hen house and eaten eight chickens and nine eggs. Natives and missionaries killed the snake, which then was opened. The eggs, found intact, later hatched into perfectly normal missionary chickens.

### RESTORE OLD INDIAN CAMP

Base Lake Colony Would Put Tecumseh Village in Indiana in Original Condition.

Winamac, Ind.—An effort to restore the old Indian camp of Tecumseh, near Winamac, is being made by the women of the summer colony at Bass Lake, near this city.

An application for incorporation of the village has been filed with the secretary of state. In the meanwhile a 50-foot roadway has been projected along the meandering shore line at Indian Point on Bass lake, with a 60-foot parkway at the side. Winamac business men have endorsed the plan.

With the organization of a forest preserve district it is hoped the old Indian camp can be completely restored.

The Bass Lake Boosters' association is headed by Mrs. Nora K. Spain of Chicago.

Adrianople was the Ottoman capital until the fall of Constantinople in 1453.

### ASPIRIN

Name "Bayer" on Genuine

Warning! Unless you see the name "Bayer" on package or on tablets you are not getting genuine Aspirin prescribed by physicians for twenty-one years and proved safe by millions. Take Aspirin only as told in the Bayer package for Colds, Headache, Neuralgia, Rheumatism, Earache, Toothache, Lumbago and for Pain. Handy tin boxes of twelve Bayer Tablets of Aspirin cost few cents. Druggists also sell larger packages. Aspirin is the trade mark of Bayer Manufacture of Monocetylendester of Salicylicacid.—Advertisement.

Why isn't a man without front teeth a back-biter?

### WOMEN NEED SWAMP-ROOT

Thousands of women have kidney and bladder trouble and never suspect it. Women's complaints often prove to be nothing else but kidney trouble, or the result of kidney or bladder disease. If the kidneys are not in a healthy condition, they may cause the other organs to become diseased.

Pain in the back, headache, loss of ambition, nervousness, are often times symptoms of kidney trouble.

Don't delay starting treatment. Dr. Kilmer's Swamp-Root, a physician's prescription, obtained at any drug store, may be just the remedy needed to overcome such conditions.

Get a medium or large size bottle immediately from any drug store.

However, if you wish first to test this great preparation send ten cents to Dr. Kilmer & Co., Binghamton, N. Y., for a sample bottle. When writing be sure and mention this paper.—Advertisement.

Happy is the woman who has as many changes of gowns as she has of mind. Also unusual.

If you use Red Cross Ball Blue in your laundry, you will not be troubled by those tiny rust spots, often caused by inferior bluing. Try it and see.—Advertisement.

Work for Two Presidents.

It almost seems advisable that the people elect two Presidents every four years: one to shake hands, talk, meet the public and lay cornerstones; the other to be President.—Portland Journal.

### Sure Relief

BELL-ANS FOR INDIGESTION 25 CENTS

6 BELL-ANS Hot Water Sure Relief

BELL-ANS FOR INDIGESTION

### U. S. GOVERNMENT Says; You can ward off Malaria by taking the right kind of preventive. Oxidine will keep off chills and fever. It is a splendid tonic. It is good for biliousness, headaches and that run down feeling. Take Oxidine all during the summer. Ask at any store.

The Behrens Drug Co. Waco, Texas

### TAKE OXIDINE FOR CHILLS AND FEVER

### Keep Stomach and Bowels Right

By giving baby the harmless, purely vegetable, infants' and children's laxative.

### MRS. WINSLOW'S SYRUP

brings astonishing, gratifying results in making baby's stomach digest food and bowels move as they should at teaching time. Guaranteed free from narcotics, opiates, alcohol and all harmful ingredients. Safe and satisfactory.

At All Druggists

### Leggett & Wallyers KING PIN PLUG TOBACCO

Known as "that good kind"

Try it—and you will know why

### Cuticura Soap Clears the Skin and Keeps it Clear

Soap 25c, Ointment 25 and 50c, Tablets 25c.