

DOCUMENT RESUME

ED 034 062

VI 009 753

AUTHOR McCracken, David
TITLE Work Experience for Broadening
Occupational Offerings: A Selected
Bibliography for Use in Program
Development. Information Series-Analysis
Paper No. 2.
INSTITUTION Ohio State Univ., Columbus. Center for
Vocational and Technical Education.
Spons Agency Office of Education (DHEW), Washington,
D.C.
Pub Date Nov 69
Note 14p.
EDRS Price MF-\$0.25 HC-\$0.80
Descriptors *Bibliographies, *Cooperative Education,
Educational Needs, Educational Research,
Program Descriptions, Program Development,
Program Evaluation, *Research Reviews
(Publications), *Vocational Education,
*Work Experience Programs

Abstract

A 40-item selective bibliography organized under the headings of The Need for Programs, Descriptions of Programs, The Development and Operation of Programs, Reports of Evaluations of Programs, and Information Sources was developed to assist school districts in planning and implementing exemplary programs of work experience for broadening and improving occupational offerings. The review and analysis summarizes the major strengths of cooperative work-study programs as: (1) a favorable cost-benefit ratio, (2) flexibility of scheduling and operation, (3) a broadening of occupational offerings, (4) job-oriented training programs, (5) reduction of unemployment of those completing programs, (6) development of a work reputation in students, (7) improvement in student motivation, and (8) improvement in school-industry cooperation. Some factors limiting program success include: (1) relative improvement of work attitudes and behavior, (2) lack of congruence of jobs with student interests and aptitudes, (3) little employer concern for student educational development, (4) discrimination by employers, and (5) a lack of awareness of the purposes and objectives of the program. Ordering information is provided for each document cited. (Author)

ED034062

WORK EXPERIENCE FOR BROADENING
OCCUPATIONAL OFFERINGS:
A Selected Bibliography for Use in
Program Development

by
David McCracken

ERIC CLEARINGHOUSE
THE CENTER FOR VOCATIONAL
AND TECHNICAL EDUCATION
THE OHIO STATE UNIVERSITY
COLUMBUS, OHIO



VI009753

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
OFFICE OF EDUCATION

THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL OFFICE OF EDUCATION POSITION OR POLICY.

Information Series -
Analysis Paper No. 2

WORK EXPERIENCE FOR BROADENING
OCCUPATIONAL OFFERINGS:
A Selected Bibliography for Use in
Program Development

by
David McCracken

This publication was prepared pursuant to a contract with the Office of Education, U.S. Department of Health, Education and Welfare. Contractors undertaking such projects under Government sponsorship are encouraged to express freely their judgment in professional and technical matters. Points of view or opinions do not, therefore, necessarily represent official Office of Education position or policy.

November 1969

ERIC Clearinghouse
The Center for Vocational and Technical Education
The Ohio State University
1900 Kenny Road, Columbus, Ohio 43210

PREFACE

The concept of cooperative education and work experience programs in vocational and technical education is not new. However, recent trends in the world of work and in education provide compelling reasons for "sharpening" our concepts and broadening our perspective in the application of this methodology to more occupational training areas and to different levels of preparation.

This bibliography represents a means to assure the utilization of research and development work, in actual operations in school settings. It was developed to assist school districts in planning and implementing exemplary programs of work experience for broadening and improving occupational offerings. Employment experience programs for students are expected to gain in popularity as public schools assume more responsibility in facilitating the transition of students from school to work.

An increasing number of exemplary programs and projects are being designed to create bridges between school and earning a living, promote cooperation between public education and manpower agencies, and broaden occupational aspirations and opportunities for young people. Direct financial support for exemplary programs and projects is furnished by the U.S. Commissioner of Education under Section 142 (c) of Part D of Public Law 90-576. Financial support for cooperative work-study programs is funded through the States under Part G of the Act.

Robert E. Taylor, Director
The Center for Vocational
and Technical Education
The Ohio State University

INTRODUCTION

The increasing concern of schools for the employability of their clientele has sharpened interest in utilizing programs of work experience as a method of making possible a wide variety of occupational offerings.

References to aid schools in exemplary program development were identified through a review of : (1) Research in Education (RIE), (2) Worker Adjustment: Youth in Transition from School to Work, (3) Abstracts of Instructional Materials in Vocational and Technical Education (AIM), and (4) Abstracts of Research and Related Materials in Vocational and Technical Education (ARM). These reference tools along with additional information sources are listed in the last section of the bibliography.

The bibliography is selective and includes documents which are representative of the various types of programs currently in operation, research reporting their effectiveness, and documents containing suggestions for program improvement.

The bibliographic information for reports with ERIC document (ED) numbers is the same as found in Research in Education (RIE). Most of these items are available on microfiche (MF) or hard copy (HC) from the ERIC Document Reproduction Service (EDRS). Orders must include payment for items totaling less than \$5, a handling charge of 50 cents, and sales tax for states with sales tax laws. Send order to EDRS, National Cash Register Company, 4936 Fairmont Avenue, Bethesda, Maryland 20014.

EDRS prices cited in this bibliography reflect the prices in effect at the time of publication. Retrospective use of this bibliography requires attention to the most recent price schedules which are available in a current issue of RIE.

REVIEW AND ANALYSIS

The Need for Programs

Work-education programs provide some of the most effective employment preparation in vocational education, however programs are severely limited by the lack of staff support and resources. Two-thirds of the schools with work-education programs offer training only in one occupational area. Only 3274 schools in the United States offered work-education programs in 1965-66. The positive aspects of cooperative education include its flexibility of operation and scheduling and a favorable cost-benefit ratio. Work experience programs are a "way out" for administrators faced with the necessity of developing vocational education programs in widely varying occupational areas.

Action is needed on immediate and long-range measures for training youth and enhancing their opportunity to obtain jobs. New and stimulating policies for education and training, guidance, and employment opportunities are imperative.

Descriptions of Programs

Work-experience programs provide training which is specific and job-oriented. In addition to cooperative education programs common in vocational education, some other projects include a work experience center where students working one-half days may proceed at their own rate in studying related subject areas, and programs allowing students to work and attend classes on an alternate-week basis.

Findings indicate that on-job training programs might be too specific unless care is exercised to insure students are moved through a sequence of skill development in the employment center. In one program for delinquents, a monetary reward system was used in a project to refurbish slum housing. Much difficulty was experienced with trainees trying to "beat the system." It was discovered that work attitudes are very difficult to develop.

The Development and Operation of Programs

Guidelines for use by instructors and administrators planning and conducting work-experience programs provide suggestions for: (1) developing local policies, (2) using advisory committees, (3) conducting community surveys, (4) selecting training stations, (5) placing students on jobs, (6) developing training plans and agreements, (7) coordinating school and job training, (8) evaluating the program, (9) using the work environment to produce desired educational aims, (10) using youth organizations to increase the effectiveness of instruction, (11) teaching the related class, and (12) identifying tasks required for jobs and the knowledges necessary for performance of the tasks.

Some major weaknesses in coordinating practices are identified as instruction, coordinating, training station development, and student placement commensurate with their abilities and interests.

Students are primarily concerned with program quality, costs, employers, and interference with student activities. Parents are concerned with transportation, employers, adequacy of the on-job learning experiences, and interference with student activities. Employers are concerned with the length of the work period and the selection of students. Employers often prefer students become proficient in a single job rather than rotate them through several positions. It was suggested that the duties and responsibilities of each party be agreed upon prior to initiating a training program.

Reports of Evaluation of Programs

In one program for school alienated youth, 96 per cent of the enrollees were working to the complete satisfaction of their employers. In a Michigan follow-up study of cooperative education trainees, 1 per cent were unemployed, 40 per cent were continuing their education, over 50 per cent were employed in the field for which they were trained, and 27 per cent were still employed in the cooperative firm where they received training. The students were generally above average. Cooperative education in distributive education increased student test scores on sales comprehension over a class taught by the project method but failed to show any increased contribution in economic understanding.

The disadvantaged student lacks faith in the school as a means of solving his problems. He views work as a minimal means of surviving and views the placement function in cooperative education as more important than the related training. Increased education and skill development in minority groups may not overcome discrimination in hiring practices of the industrial community.

Summary

Major strengths of cooperative work-study programs include: (1) a favorable cost-benefit ration, (2) flexibility of scheduling and operation, (3) a broadening of occupational offerings, (4) job-oriented training programs, (5) reduction in unemployment of those completing programs, (6) development of a work reputation in students, (7) improvement in student motivation, and (8) improvement in school-industry cooperation.

Major factors limiting success of programs include: (1) Work experience does not always result in improvement of work attitudes and behavior, (2) Students are not always placed in jobs congruent with their interests and aptitude, (3) Employers are not always concerned with the educational development of students, (4) There have been cases of discrimination in hiring practices of employers, and (5) Students, parents, and employers are not always aware of the purposes and objectives of the program.

BIBLIOGRAPHY

The Need for Programs

Hudtwalker, William

"Education for Work," High Points, 43 (February, 1961), pp. 36-50.

Kotz, Arnold

Occupational Education--Planning and Programming, Volume One.
Stanford Research Inst., Menlo Park, Calif.

Pub Date Sep 67

Note-221p.

ED 017 733

EDRS Price MF-\$1.00 HC-\$11.15

Occupational Education--Planning and Programming, Volume Two.
Stanford Research Inst., Menlo Park, Calif.

Pub Date Sep 67

Note-279p.

ED 017 734

EDRS Price MF-\$1.25 HC-\$14.05

Levitan, Sar A. and Mangum, Garth L.

Federal Training and Work Programs in the Sixties.

Michigan Univ., Ann Arbor. Inst. of Labor and Industrial Relations
Spons Agency-Ford Foundation, New York, N.Y.

Pub Date 69

Note-463p.

Presidents Comm. on Youth Employment

Reports of Subcommittees of the President's Committee on Youth
Employment.

Pub Date Jun 63

Note-98p.

ED 018 610

EDRS Price MF-\$0.50 HC-\$5.00

Schill, William John

Concurrent Work-Education; Programs in the 50 States, 1965-66.

Spons Agency-Office of Education (DHEW), Washington, D.C.

Bureau No-BR-6-2851

Grant-OEG-1-7-062851-3533

Note-118p.

ED 023 886

EDRS Price MF-\$0.50 HC-\$6.00

Wooldridge, Roy L.

Cooperative Education and the Community Colleges in New Jersey.

National Commission for Coop. Educ., New York, N.Y.

Pub Date 2 Apr 66

Note-34p.

ED 011 453

EDRS Price MF-\$0.25 HC-\$1.70

Descriptions of Programs

Bitter, James A. and O'Neil, Lawrence F.
 Work Experience Center, Habilitation of the Retarded. Final Report.
 Jewish Employment and Vocat. Serv.; St. Louis, Mo.
 Pub Date Aug 67
 Note-38p.
 ED 015 608
 EDRS Price MF-\$0.25 HC-\$2.00

Casey, Raymond P. And Others
 An Emerging Program of Cooperative Education for the Warwick Public
 Schools, Grades 9-12.
 Warwick School District, R.I.
 Report No-WPS-0500
 Pub Date Sep 65
 Note-55p.
 ED 012 525
 EDRS Price MF-\$0.25 HC-\$2.75

House, John And Others
 One Hundred Selected Projects, Title I ESEA.
 New York State Education Dept., Albany
 Pub Date 15 May 67
 Note-164p.
 ED 016 737
 EDRS Price MF-\$0.75 HC-\$8.30

Jeffery, C. Ray
 Development of a Program to Prepare Delinquents, Disadvantaged
 Youths and Slow Learners for Vocational Education. Final Report.
 Washington School of Psychiatry, Washington, D.C.
 Bureau No-BR-5-0145
 Pub Date Jun 67
 Contract-OEC-6-85-355
 Note-194p.
 ED 019 498
 EDRS Price MF-\$0.75 HC-\$9.80

New Careers Development Center, New York, N.Y.
 A Design for Large Scale Training of Subprofessionals.
 Pub Date May 67
 Note-9p.
 ED 020 424
 EDRS Price MF-\$0.25 HC-\$0.55

Schweitzer, Harvey
 Occupational Education and Training for Tomorrow's World of Work.
 Number 6, Business, Labor, and Other Private Programs.
 Ohio State Univ., Columbus
 Pub Date 65
 Note-4p.
 ED 014 547
 EDRS Price MF-\$0.25 HC-\$0.30

Sutton, Jack

Revised Instructional Program for "Slow-Learners" to Improve Their
Job Placement Opportunities, A Three Phase Study.

Medford School District No. 549C, Oreg.

Bureau No-BR-5-0063

Pub Date 30 Jun 67

Contract-OEC-5-85-010

Note-48p.

ED 016 075

EDRS Price MF-\$0.25 HC-\$2.50

The Development and Operation of Programs

Anderson, Harold

Planning and Conducting Cooperative Occupational Experience in
Off-Farm Agriculture.

Ohio State Univ., Columbus, Ctr. Voc. and Tech. Ed.

Report No-AGDEX-906-014

Pub Date Aug 65

Note-148p.

ED 011 035

EDRS Price MF-\$0.75 HC-\$7.40

Cushman, Harold R. And Others

The Concerns and Expectations of Prospective Participants in
Directed Work Experience Programs.

State Univ. of N.Y., Ithaca

Bureau No-BR-5-0161

Pub Date 67

Grant-OEG-1-6-000369-0655

Note-57p.

ED 019 494

EDRS Price MF-\$0.25 HC-\$2.95

Dorr, Eugene L.

A Case Study of Weaknesses in Coordination Practices.

Council for Distributive Teacher Educ.

Report No-Professional-Bull-2

Pub Date 62

Note-19p.

ED 020 421

EDRS Price MF-\$0.25 HC-\$1.05

Edward, Harris E.

Office Education and Distributive Education Teacher-Coordinators,
Critical Requirements and Reasoned-Judgment Comparisons, A Brief
Summary of a Doctoral Dissertation.

Northern Illinois Univ., De Kalb
Council for Distributive Teacher Educ.

Report No-CDTE-Professional-Bull-8

Pub Date Jun 65

Note-63p.

ED 017 666

EDRS Price MF-\$0.50 HC-\$3.25

Festante, Peter And Others

A Guide for Part-Time Cooperative Education Programs.

Trenton State Coll., N.J., Dept. of Ind. Educ./Tech.

New Jersey State Dept. of Education, Trenton

Pub Date 1 Dec 65

Note-59p.

ED 018 540

EDRS Price MF-\$0.50 HC-\$3.05

Harris, James N. and Sherard, Austell O.

Workshop on Organization and Operation of Cooperative Work
Experience Programs in Trade and Industrial Education.

(Tuskegee Institute, August 14-September 1, 1967). Final Report.

Tuskegee Inst., Ala.

Pub Date 67

Grant-OEG-2-7-070444-2974

Note-177p.

ED 017 727

EDRS Price MF-\$0.75 HC-\$8.95

Huffman, Harry

Guidelines for Cooperative Education and Selected Materials From
the National Seminar Held August 1-5, 1966, A Manual for the
Further Development of Cooperative Education.

Ohio State Univ., Columbus, Ctr. Voc. and Tech. Ed.

Pub Date 67

Note-245p.

ED 011 044

EDRS Price MF-\$1.00 HC-\$12.25

Jurist, Rodney G.

The Curriculum for a Model Business Education Program.

New Jersey State Dept. of Education, Trenton

Pub Date Jun 67

Note-168p.

Available from--Vocational-Technical Curriculum Laboratory, Rutgers
University, 10 Seminary Place, New Brunswick, New Jersey 08903
(\$1.50)

ED 013 335

EDRS Price MF-\$0.75 HC Not Available from EDRS.

- Mason, Ralph E. and Haines, Peter G.
 Cooperative Occupational Education and Work Experience in the
 Curriculum.
 Interstate Printers and Publishers, Inc., Danville, Ill.
 Pub Date 65
 Note-518p.
 Available from--Interstate Printers and Publishers, Inc.,
 19-27 North Jackson Street, Danville, Illinois 61832 (\$6.75)
 Document Not Available From EDRS.
- Parr, Cadar
 Students Personal Adjustment to Work, Suggested Plans for Group
 Discussions in Vocational Industrial Education. Volume I.
 Texas Univ., Austin, Dept. of Ind. Educ.
 Texas Education Agency, Austin, Ind. Educ. Div.
 Pub Date Feb 63
 Available from--Industrial Education Department, Division of
 Extension, The University of Texas, Austin, Texas 78712 (\$6.00)
 ED 016 764
 Document Not Available From EDRS.
- Perkins, Edward A., Jr. and Byrd, F. Ross
 A Research Model for Identification of Task and Knowledge Clusters
 Associated with Performance of Major Types of Office Employees'
 Work. Final Report Number 5.
 Washington State Univ., Pullman
 Report No-ERD-257-65-5
 Bureau No-BR-5-0046-5
 Pub Date Dec 66
 Contract-OEC-5-85-109
 Note-73p.
 ED 010 656
 EDRS Price MF-\$0.50 HC-\$3.65

Reports of Evaluations of Programs

- Ferguson, Edward T., Jr.
 A Comparison of the Effectiveness of the Project and Cooperative
 Methods of Instruction on Selected Competencies in Distributive
 Education at the Secondary Level. Research Report No. 4.
 Michigan St. Univ., East Lansing, Dept. of Sec. Educ.
 Bureau No-BR-5-0048
 Bureau No-BR-7-0211
 Pub Date Apr 68
 Grant-OEG-3-7-070211-2679
 Note-22p.
 ED 020 419
 EDRS Price MF-\$0.25 HC-\$1.20

Haines, Peter G. and Ozzello, Lawrence M.

How High School Cooperative Trainees Fare in the Labor Market.
Phase C, A Follow-Up Study of 1964 Graduates Ten Months After
Graduation.

Michigan St. Univ., East Lansing, Coll. of Educ.

Michigan St. Dept. of Public Instr., Lansing

Report No-MSU-ER-34

Pub Date Aug 66

Note-66p.

ED 013 919

EDRS Price MF-\$0.50 HC-\$3.40

Herman, Melvin and Sadofsky, Stanley

Study of the Meaning, Experience, and Effects of the Neighborhood
Youth Corps on Negro Youth Who Are Seeking Work. Part I, Work
Attitudes, Self-Image, and the Social and Psychological Background
of Work-Seeking Negro Young Adults in New York City.

New York Univ., N.Y., Grad. Sch. of Social Work

Report No-NY-CAP-66-9573-0-5433024-PT-1

Pub Date Jan 67

Note-242p.

ED 015 312

EDRS Price MF-\$1.00 HC-\$12.45

Study of the Meaning, Experience, and Effects of the Neighborhood
Youth Corps on Negro Youth Who Are Seeking Work. Part II, A
Follow-Up Study of Work-Seeking Negro Young Men Who Are Not
Placed in Jobs by Intake Centers.

New York Univ., N.Y., Grad. Sch. of Social Work

Report No-NY-CAP-66-9573-0-5433024-PT-2

Pub Date Apr 67

Note-160p.

ED 015 313

EDRS Price MF-\$0.75 HC-\$8.10

Levenson, Bernard and McDill, Mary S.

Employment Experiences of Graduates in Automotive Mechanics,
Mergenthaler and Carver High Schools, Baltimore. Youth
Employment Project, Report 2.

Johns Hopkins Univ., Baltimore

Pub Date Aug 64

Note-36p.

ED 016 768

EDRS Price MF-\$0.25 HC-\$1.90

Office of Education (DHEW), Washington, D.C.

A Pilot Project to Develop a Program of Occupational Training for
School Alienated Youth. Interim Report and Statistical Evaluation.

Bureau No-BR-5-0005

Pub Date 31 Aug 67

Contract-OEC-5-85-055

Note-167p.

ED 016 868

EDRS Price MF-\$0.75 HC-\$8.45

Information Sources

Abstracts of Instructional Materials in Vocational and Technical
Education (AIM)

Began Fall 1967. Quarterly. Subscription: \$9.00 per year. Order
from ERIC Clearinghouse, The Center for Vocational and Technical
Education, The Ohio State University, 1900 Kenny Road, Columbus,
Ohio 43210.

Abstracts of Research and Related Materials in Vocational and Technical
Education (ARM)

Began Fall 1967. Quarterly. Subscription: \$9.00 per year. Order
from ERIC Clearinghouse, The Center for Vocational and Technical
Education, The Ohio State University, 1900 Kenny Road, Columbus,
Ohio 43210.

Calemine, Mary And Others

Special Education, Secondary Level.

Allegheny County Board of Educ., Cumberland, Md.

Pub Date 66

Note-337p.

ED 011 421

EDRS Price MF-\$1.25 HC-\$16.85

California State Dept. of Education, Sacramento

Instructional Materials Catalog. (Title Supplied).

Pub Date 1 Sep 66

Note-6p.

ED 011 555

EDRS Price MF-\$0.25 HC-\$0.30

Current Index to Journals in Education (CIJE)

Began April 1969 covering publications from January 1969. Monthly.
Subscription: 12 monthly issues \$34.00; Annual Cumulative Index,
\$24.50; Semi-annual Cumulative Index, \$12.50; Semi-annual and
Annual Cumulative Index, \$35.00; Semi-annual and Annual Cumulative
Indexes with a monthly subscription, \$64.00. Order from: C.C.M.
Information Services, Inc., 866 Third Avenue, New York, N.Y.
10022.

Manpower Research: Inventory for Fiscal Years 1966 and 1967.
Washington, D.C., U.S. Government Printing Office, 1968. 261 p.
Availability: Superintendent of Documents, U.S. Government
Printing Office, Washington, D.C. 20402. Catalog No. FS 5.212:
12036. Price \$2.75.

Manpower Research: Inventory for Fiscal Year 1968.
Washington, D.C., U.S. Government Printing Office, 1969. 153 p.
Availability: Superintendent of Documents, U.S. Government
Printing Office, Washington, D.C. 20402. Catalog No. FS 5.212:
12036-68. Price \$1.75.

Ohio State Univ., Columbus, Trade and Ind. Educ.
1967 Instructional Materials for Trade Industrial and Technical
Occupations.
Pub Date 67
Note-56p.
ED 011 558
EDRS Price MF-\$0.25 HC-\$2.80

Research in Education (RIE)
Began November 1966. Monthly. Subscription: Domestic, \$21.00 per
year; Foreign, \$5.25 additional. Single copy: Domestic, \$1.75.
Send check or money order (no stamps) to the Superintendent of
Documents, U.S. Government Printing Office, Washington, D.C.
20402.