This is the fifth in a series of updatings of this bibliography. Nearly three fourths of the titles have appeared since the original list was prepared seven years ago. The bibliography is organized in 12 sections. Eight of the sections consist principally of books, each of which relates to a course, seminar, or institute of the program of Graduate Studies in Continuing Education at Michigan State University. One section includes research and bibliographical listings; another lists series publications of special interest to students of continuing education; and the final section includes periodicals and special publications. The title of the 12 sections are: General Overview of Continuing Education; Adult Learning and Methods in Continuing Education; Social Foundations and Social Significance; Continuing Education in Colleges and Universities; Continuing Education in Local Communities; Adult Basic Education; Continuing Education for Special Groups; Comparative Studies in Continuing Education; Physical Environment for Learning; Bibliographies, Literature Reviews and Research in Continuing Education; Special Series Publications; and Periodicals. (DB)
BIBLIOGRAPHY ON CONTINUING EDUCATION

OFFICE OF STUDIES IN CONTINUING EDUCATION
DEPARTMENT OF ADMINISTRATION AND HIGHER EDUCATION
COLLEGE OF EDUCATION
MICHIGAN STATE UNIVERSITY
EAST LANSING, MICHIGAN 48823
1972
BIBLIOGRAPHY
ON
CONTINUING EDUCATION

Russell J. Kleis
Professor, Higher and Continuing Education

1972

Graduate Studies in Continuing Education
Department of
Administration and Higher Education
Michigan State University
East Lansing, Michigan 48823
FOREWORD

This bibliography is assembled for all who wish to devote serious study to the purposes, problems and practices of the continuing education enterprise. A more specific intention is to identify basic readings in several major sectors of that enterprise for a rapidly growing number of advanced graduate students who are preparing for professional service as leaders in life-long education for adults and out-of-school youth.

There is a too generally accepted notion that very little literature exists in this newly emerging field of professional study and practice. While that notion may have been valid a decade ago, it is not valid now. This publication lists nearly 1,500 titles, and in none of its 12 sections is it exhaustive. Indeed, in some sections only the most general works are included. Only highly selective attention is given here to a very extensive periodical literature, and almost no attention is given to the implications for continuing education in works more generally identified with educational technology, vocational or professional education, liberal education, religious education, the behavioral sciences, the creative and performing arts, public affairs and similar areas with which continuing education leaders are increasingly concerned.

This is the fifth in a series of updatings of the bibliography. Nearly three-fourths of the titles have appeared since the original list was prepared 7 years ago. A new list will be needed soon. One or more supplements will, no doubt, be prepared. Users are cordially invited, as professional colleagues, to recommend additions, deletions, new sections, or other improvements. Especially are recommendations for new titles invited. A page at the end of the bibliography is provided
for use in recording and submitting recommendations.

The special assistance of David L. Boggs is gratefully acknowledged. Other graduate student colleagues have also assisted, especially in the addition of call numbers as assigned in the Michigan State University Libraries. That addition will be welcomed by their colleagues, present and future.

It is hoped that this bibliography will serve many purposes. Its central purpose is to assemble in one place most of the works in the broad field of continuing education with which each graduate student in the field, regardless of his special emphasis, should become acquainted during his period of graduate study. Each student should keep it available for frequent reference, and plan to work systematically through it as he develops and pursues his graduate study program.

R. J. K.
This bibliography is organized in twelve sections. Eight of the sections consist principally of books and each of these relates to a course, seminar, or institute of the program of Graduate Studies in Continuing Education at Michigan State University. One section includes research and bibliographical listings; another lists series publications of special interest to students of continuing education; and the final section includes periodicals and special publications. Assignment to sections is a somewhat arbitrary process and sections are not mutually exclusive. A person focusing upon a special topic will almost surely find appropriate references in more than one section.

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II. ADULT LEARNING AND METHODS IN CONTINUING EDUCATION


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<td>Gordon, Jesse</td>
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VI. ADULT BASIC EDUCATION


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VII. CONTINUING EDUCATION FOR SPECIAL GROUPS


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Cooperative Extension, CIS-20
Counseling and Personnel Services in Adult Education, CIS-23
Education for Aging, CIS-14
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Management Development, CIS-5
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XI. SPECIAL SERIES PUBLICATIONS

ADULT EDUCATION ASSOCIATION, Washington, D.C.

BF 637 Leadership Pamphlets
   L4 .L42

1. How to Lead Discussions
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3. Taking Action in the Community
4. Understanding How Groups Work
5. How to Teach Adults
6. How to Use Role Playing
7. Supervision and Consultation
8. Training Group Leaders
9. Conducting Workshops and Institutes
10. Working with Volunteers
11. Conferences that Work
12. Getting and Keeping Members
13. Effective Public Relations
14. Better Boards and Committees
15. Streamlining Parliamentary Procedure
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17. Education for Aging

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