The catalog lists various commercially prepared media materials available on loan from the Westside Area Career Occupation Project (WACOP) Media Center for evaluation prior to school or district purchase. Among the types of media specified are: books, kits, cassettes, films, instructional units, transparencies, posters, pamphlets, and magazines. The materials are first divided into appropriate grade levels from kindergarten through Grade 12. They are further divided into career elements of: career awareness, self-awareness, appreciations and attitudes, decision-making skills, economic awareness, skills awareness, beginning competency, employability skills, and educational awareness. For each item, the type of media is identified, the title listed, and an annotation of the contents provided. The source of the materials is also listed. An overall evaluation of the product is included. Materials for Special Education students and teacher reference materials are listed separately. (AG)
WACOP
Westside Area Career/Occupation Project
MEDIA CATALOG
1973 1974

John Glur, Project Director
6000 W. Olive
Glendale, AZ 85301
939-7082

Ruth Catalano, Media Director
6836 N. 58th Dr.
Glendale, AZ
939-1473
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The WACOP Media Center is a state-funded service agency serving over 77 schools in 20 plus districts in Western Maricopa County. We serve as a resource center through which career education media is being tried and evaluated in WACOP area classrooms prior to school or district purchase with recommendations and evaluations available for anyone interested to review. We are available as teacher and librarian consultants in all aspects of career education related to use of all media--printed, auditory, or visual in the classroom.

This catalog will be up-dated by supplements three times during the project year 73-74. If you have needs which are not met by these listings, please call; what you're looking for may have come in since this printing.

To check out media you

Sign and return the Use-Agreement Form enclosed (a one-time procedure) then

Fill out request forms such as the one enclosed

or

Write your requests with your name and school on a piece of paper. Give these to your school consultant or mail them to the Media Center

or

In emergency, call 939-1473 and tell us what you need.

Unless otherwise noted, media is delivered to your school office sometime on a Monday and collected FROM YOUR SCHOOL OFFICE (or library in some schools) any time after 8:00 A.M. the second Friday after delivery (you will normally have 8 school days of use). Due to delivery schedules being so tight, IF YOUR CHECKED-OUT MATERIALS ARE NOT READY WHEN THE DRIVER COMES, OR IF THE EVALUATION CARD IS NOT COMPLETE, YOU WILL BE RESPONSIBLE FOR RETURNING YOUR MATERIALS TO THE MEDIA CENTER BEFORE DELIVERY TIME ON MONDAY so that the next person can be served and future requests will be cancelled until a new Use-Agreement Form is filed.
In order for Career Education Media to be more accessible to personnel in the project, we are issuing this catalog by grade levels. The codes are as follows:

Teacher Reference
Primary (K-3)
Intermediate (4-6)
Upper (7-8)
High School (9-12)
Special Ed./General Info.

Blue paper
Yellow paper
Pink paper
Goldenrod paper
Green paper
White paper

Within each grade level materials are grouped by Career Elements:

Career Awareness
Self-Awareness
Appreciations and Attitudes
Decision-Making Skills
Economic Awareness
Skills Awareness, Beginning Competency
Employability Skills
Educational Awareness

Materials designed for, or especially appropriate for Special Education students are listed in a separate section at the end of the Upper level materials.

HOW TO READ ENTRIES

1. title of media
2. annotation of contents
3. source of materials
4. product overall evaluation:
   Product overall evaluation of poor, good or excellent are the result of a summer workshop in which people representing all grade levels and disciplines evaluated the commercial media in the catalog for content and overall usability. The grade levels were also determined in this way. Grade levels do not mean that materials are reserved for the one where listed, but may be tried in any grade upon request.

MAN HAS WINGS
Kt 2
Set of 6 f.s. and 3 cassettes with teachers guide and student summary sheets. Titles such as Passenger Service agent, Engine Mechanic.

Excellent
Bowmar

call number code
Bk - book
Kt - kit
C - cassette
Fl - film loop
Fs - film strip
S - shoebox
W - instructional unit
W7 - instructional unit - WACOP
M - transparency, misc.
Pt - posters
Ph - pamphlets, magazines, etc.
This year the WACOP Media Center is serving as a state-wide demonstration center for commercially prepared career education materials. The teachers in the WACOP areas are asked to serve as material evaluators. Media will be delivered to and collected from the individual school offices and will generally be checked out for a 2 week period of time.

1. As evaluation of materials is of prime concern, no more than 2 items per 2 weeks will be sent under normal conditions.

2. Materials must be ready for collection on the day due and be returned complete and in order, or with appropriate notation attached to the outside of the package.

3. The evaluation card must be completely filled in and with the material at collection.

Requests will be cancelled if evaluations are not done and materials are not ready on time. Filing a new Media-Use Agreement Form will permit reordering of materials following a cancellation.

We look forward to serving your needs both in the Media Center and in the schools. Once this request is on file, your requests will be processed within a week of receipt and a copy of the confirmation will be sent to you.

I want to make use of WACOP Media this year (73-74). I understand my obligations consist of careful use, complete evaluation and prompt return of materials.

I understand requests will be cancelled if evaluations are not completed and materials are not ready for collection on time. I also know that filing a new Media-Use Agreement Form will permit reordering of materials following a cancellation.

Signature  
(print or type name)

(school name)  
(date)
TEACHER REFERENCE

Due to space limitations, only the major titles are annotated here. Additional materials are available under the categories of state reports, materials from other projects from throughout the United States as well as publications aimed at public awareness of career education. Catalog files for major companies are available. Files of activities and handouts for teacher use have been developed. These can be explored by coming to the media center or contacting the consultant in the school or center.

CAREER EDUCATION

CAREER AWARENESS IN THE ELEMENTARY GRADE (Bk 530 A)
Instructional television guide for teaching all clusters to grades 4 - 6. Good visuals and complete plans included. Memphis

CAREER DEVELOPMENT SERVICE (Bk 45A)
Specimen kit for 3 levels of a career program for school curriculum. Includes interest tests and classroom materials. Palmer Publications

CAREER EDUCATION IN THE ENVIRONMENT (Bk 170A)
Book for teacher reference has background information, explores careers in the field and gives references for additional sources of references. Olympus Research

CAREER EDUCATION PROGRAM Vol. I (Bk 675A)
Looseleaf notebook presents activities, exercises as well as background information for K-6. Sample lessons are given for each unit as examples of how the subject matter can be integrated into the "academic" program. Duplicating masters are included. Houghton-Mifflin

CAREER EDUCATION PROGRAM Vol. II (Bk 675A)
3 units with lessons for each Look at Yourself, Look at the World of Work and You and Your Career Plans. Preliminary lessons for faculty and parents and comprehensive appendixes included. Preprinted ditto masters also included.

CAREER EDUCATION PROGRAM Vol. III (Bk 675A)
Looseleaf notebook for high school program with 4 units and lessons for each. Overview of guidance, Vocational education, work values and exploration. Unit 2 is work and nature of careers. Unit 3 relates school to world of work, Vocational interests and aptitude. Unit 4 is follow-up and looking for a job. Provides resource materials and procedures. Houghton-Mifflin

CAREER EDUCATION RESOURCE GUIDE (Bk 612A)
Contains overview for 3 grade levels (P,U,H.S.) with activities for each. Each activity includes concepts, performance objectives, materials, lesson capsule and observations. General Learning...
CAREER EDUCATION: WHAT IT IS AND HOW TO DO IT (BK 534A)
186 pages. Philosophy, issues, needs, roadblocks, how developed, how to do it, and how to get it done. Olympus Research

CHECKLISTS FOR DESCRIBING JOB APPLICANTS (BK 344A)
Useful book for teacher background information, roleplay and simulations. Was originally a working paper for job interviewers.

COUNSELOR'S VOCATIONAL GUIDANCE MANUAL (BK663A)
Notebook of materials covers VIEW, Career Units, Information Sources, Bibliography of other Vocational Guidance Projects, relationships of VIEW and OVIS and D.O.T. Also has a unit on Career Counseling for Girls. San Diego

CURRICULUM GUIDE FOR OCCUPATIONAL ORIENTATION AND EXPLORING JR. H.S. HOME EC. AND INDUSTRIAL ARTS (BK535A)
Looks at career exploration in the junior high (7-9) for the 2 subject matter areas in title. Memphis

ELEMENTARY GUIDE FOR CAREER DEVELOPMENT (BK2A)
Curriculum guide by grade level K-6 and subject matter area for a Career of the Month approach. Austin, TX

INTRODUCTION TO VOCATIONS (BK16A)
High school vocational class guide with very useful materials for both teacher, counselor and/or student use.

K-12 GUIDE FOR INTEGRATING CAREER DEVELOPMENT INTO LOCAL CURRICULUM (BK911A)
Book from Ohio State. Studies Career Development Programs, models, scope and sequence, then looks at portions-self-world of work, career planning and preparation, career development resource section, sources of materials section, questionnaires, progress checks. Charles Jones

MATERIALS FOR OCCUPATION EDUCATION (BK394A)
Materials sources. Many have been written to by WACOP and single copies of the materials are available in your I.M.C.

NORTH DAKOTA CAREER EDUCATION PROJECT MATERIALS (M70A)
Teacher reference -activities with objectives for example: gradel social studies, grade 7 math, grade 10 english grammar.

OCCUPATIONAL INFORMATION (BK110A)
College text for counselors and guidance personnel planning on vocational work in the school or public. Hoppock

OCCUPATIONAL INFORMATION IN THE ELEMENTARY SCHOOL (BK 1A)
Book for teacher reference looks at theory and application of this topic and then gives concrete examples for implementation. SRA

VEG (Vocational Exploration Group) (G-1)
Kit of materials for Diane's group exploration technique to explore vocational interests. Counselor or teacher checking out materials for use in the classroom must have had the course.

WORLD OF WORK: OCCUPATIONAL VOCATIONAL GUIDANCE IN THE ELEMENTARY GRADES (BK456A)
Teacher and counselor handbook giving rational for occupational vocational information. Chapters include tasks, objectives, grade outlines, concepts and units. Includes also lists of media needed to implement program K-6. Leslie Press

WYOMING PROJECT (BK595A)
GENERAL INFO.

ATTITUDES, BEHAVIOR AND HUMAN POTENTIAL (Br 631 A)

EDUCATIONAL GUIDE TO FREE GUIDANCE MATERIALS (Br 558 A)
Those materials relating to career education have been ordered by WACOP. There are other possibilities available. Educ. Prog. Serv.

EDUCATORS GUIDE TO FREE FILMSTRIPS (Br 454 A)
Covers all subject areas with free materials available on loan or permanently. 452 titles included. Ed. Prog. Ser.

GUIDE TO SIMULATION GAMES FOR EDUCATION AND TRAINING (Br 313 A)
A catalog describing current education games and simulation activities.

SELECTED FREE MATERIALS FOR CLASSROOM TEACHERS (Br 146 A)
Catalog of materials available free to teachers, gathered from various agencies and manufacturers around the country. Aubrey

SIMULATION GAMES & ACTIVITIES FOR SOCIAL STUDIES (Br 444 A)

TEACHING WITH GAMES IN THE CLASSROOM (Br 445 A)
Covers use of games in language arts, math, and social studies. Some of these directly relate to the world of work, others to the various career elements or themes. Dension & Co.

YELLOW PAGES OF LEARNING RESOURCES (Br 592 A)
Book provides teacher with an opportunity to see the city as a learning center. It covers different aspects of career awareness, appreciation and attitudes, etc. "The aim of the book is to encourage readers, through the examples provided, to extend their own entrepreneurial abilities to locate and utilize additional resources for learning." Tells how to use the telephone yellow pages.

“Well, what’s the excuse THIS time?”

"Well, what's the excuse THIS time?"
GENERAL REFERENCE

CAREER ED. AND THE ELEMENTARY SCHOOL  
TEACHER  BK 766  
Teacher reference. Reviews career ed then goes into examples of elem. act. by grade level K-6. "Academic learning through Career Awareness." Also looks at Home and Family in Career Ed, Pre. & In-service, school community-labor market and as part of Human Development. Olympus Pub.

CAREER EDUCATION FOR LEISURE OCCUP.  
BK 724  
Curriculum Guidelines for Recreation Hospitality and tourism, "It is not intent of this publication, nor of career ed, that each career cluster be treated as a new subject to be added to the curriculum". Covers, "What is leisure", "Is There a Need for Career Ed. for Leisure Occup." "What is the Leisure Career Field?" "What are the opportunities for Employment and advancement in the Leisure Field?" and "What are the Basic Requirements for Employment?" Paperback 77 pages. University of Kentucky.

CAREER FOCUS IN SOCIAL STUDIES  
(SUPPLEMENT) W 338  
A workshop result-report. Includes participant's analysis of the themes, suggestions for teaching "themes", primary, intermed and upper units which are written in Arizona format with goals, performance objectives, etc.. Cartwright.

DISCOVERY THROUGH GUIDANCE SERIES  
BK 338  

PRACTICAL APPLICATIONS IN MATH BK 620  

INTERMEDIATE MATH

Explore Ways Numbers Talk About People
1. Drivers license number
2. Social security number
3. Credit card number
4. And how these accumulate as one grows older

MOVIES - PRIMARY

A. What is a Movie?
B. What people work to make movies possible?
C. How can you have a good time at a movie?

WACOP still has a limited supply of standardized tests available on a first-come-first-get-them basis. As of November 1 the following titles are at the Media Center in various quantities:
1) Brainard Occ Preference
2) D&T forms L & M
3) Finding Your Orbit
4) Gordon Occup. Check-list
5) Hall
6) Kuder D D
7) Minn. V & II
8) OVIS
9) Strong - Men and women
10) Thurston Interest Schedule

To get copies you'll need to have a rationale on file and fill out an evaluation after using. There is no charge for the test; but any machine scoring must be paid by the school.
KINDERGARTEN

BECOMING AWARE OF NEEDS AND RESPONSIBILITIES (W-257)

Unit is to develop in the student an understanding of himself as a unique, significant individual. Student examines his own & others needs, interests, aptitudes, feelings, preferences, decisions and responsibilities.

COMMUNITY HELPERS (Pt 46)


MY COMMUNITY: TEACHING PICTURES (Pt 47)

Grades K-3 - especially
Head Start programs study
prints with resource pages-size about 9 x 14 in color drawing.
2 week check-out Exel.

FAMILY WORKERS (W-134)

Deals with what work is, why people work, and the various types of work that are done. Child sees his relationship to other members of the family and his role in the family as a contributing member to the upkeep of the home.

GETTING TO KNOW ME (KT 139)

4 f.s. & 2 cassettes as a self-concept f.s. series. Titles are: People are like Rainbows, (importance of being yourself), A Boat Named George (working with others), Listen Jimmy (Succeeding the right way), Strike Three You're In (recognizing abilities). Exel.

METHOD OF INCLUDING CAREER EDUCATION IN AN EXISTING READING PROGRAM (W-282)

Series of 4 mini-units to be used within an existing kind program. Examples - child becomes aware of some of his feelings & acceptable ways to express feelings in a socially acceptable way. Different forms of money, safety in use of tools. Has songs, etc. Each unit 1-2 days, original type except for ditto handouts.

PARENTS TO GROCERS (W7-769)

INT. on career awareness of home and school related occupations. Starts with parent's work and progresses to looking at people who work at the grocery. 6 class hours.

SCHOOL & SCHOOL HELPERS (Pt 53)

12 teaching pictures & 12 resource sheets with such titles as: School Crossing Guard, School Bus Driver, Custodian, Art Teacher. Designed especially for head start programs. Exel.

TV JOBS AND EQUIPMENT (W-232)

Xerox of I.P. from another project Lists jobs, equip., production kit: secrret kits, weatherman and artist materials and activities to use.

WORKERS AROUND US (W-251)

Awareness of the world of work is opened by related experiences with which they are familiar. Begins with a differentiation between goods and services as a means of career classification. Student learns to accept his own individuality within a framework of commonality. 7 classroom hours.
BOBBY'S SURPRISE (Fs 16Q)
The story of Bobby's surprise and shows some of the different workers that a person might see every day. Good

CAREER AWARENESS, APPRECIATION & ATTITUDES. (W7-712)
A 1st grade career awareness instructional unit. Uses variety of activities—BB, book corner, field trip, AV media, study prints, puppets, newspaper, role playing, career of the week games.

COMMUNITY HELPERS (PT 46 Q)
grade K-1
large 24" and more cut-out characters in color with captions of community workers: paper boy, mailman, grocer, fireman, doctor, policeman. 2 week check-out. Good

A FAMILY AT WORK & PLAY (Pt 48)
Sets of prints - checked out individually by titles as: A Family at Work and Play. Color photographs mounted 12x24 size. Good

FOOD SERVICE WORKERS MUST HAVE CLEAN HANDS. (S-43)
Kit has flip cards of activity directions, background if-materials include soap & dish, brush, cotton & alcohol (plan to replace consumed materials)

GROCERY STORE. (W-131)
Unit written as a supplement to "Food for the Family & Their Needs", by Silver Burdett and assumes the students have mastered that basic material. Print copy.

I WANT TO BE A BASEBALL PLAYER (Bk 615 Q)
BOOK BAG

I WANT TO BE A MUSICIAN. (Bk 656)
4 copies of the Carla Green book with a teacher's guide & cassette which reads the book then has discussion questions following. In plastic bag. Exel.

MAIL BOX (S-36)
Instructions have students sorting alphabet letters into letter boxes. Also requires color discrimination skills, uses crayon and laminated cards to teach letters.

NEIGHBORHOOD FRIENDS AND HELPERS (Pt 50)
Sets of prints - checked out individually by titles as: Neighborhood Friends and Helpers. Color photographs mounted 12 x 24 size. Good

NURSES (W7-738)
A 1st grade career awareness instructional unit. In same folder as W7-744 as they are a 'continuous unit. Ditto Copy in folder with W7-744.

NURSES (W7-742)
Continuation of W7-744 - and in same folder. Ditto copy

NURSES (W7-744)
A 1st grade instructional unit on awareness of nursing. Works with school nurse and other local health resources. 20 minutes each. ditto

PEOPLE WHO HELP OUR COMMUNITY (W-76)
10 line drawing color transparencies. Title: Teacher, nurse, fireman, storekeeper, sanitation worker; librarian, doctor, policeman, postman, farmer. Exel.
TAKE A CUT WITH ME (S-47)
Kit designed to give student the touch feel and opportunity to handle some of a hair stylist's. Tools are actually toys. Cards cover job description and information.

TRANSPORTATION (W-144)
People and countries are interdependent. There is a need for speed and efficiency in transportation available. Ditto copy.

WHEN I GROW UP, I WANT TO BE (M 1)
Man & woman characters with 40 costumes and accessories. . . . Exel.

WORKERS IN THE COMMUNITY (M 109)
Set of teacher donated transparencies from 8 cluster areas-formally cataloged differently. Exel.

WORKERS IN THE SCHOOL (W-137)
In order to have a well run school, cooperation between all of the individuals working within the school is necessary. Stresses this cooperative factor.

WOW GRDE 1 (Kt 47)
First of developmental sequence 3 fs & records: Wally the Worker Watcher, At Your Service, Newspaper Boy, Junior Homemaker. Exel.

Z ANERO (S-41)
Kit contents: truck, other "tools" (time schedule didn't get included) and questions - Z Anero is irrigator distributes water.

ADVENTURES IN LIVING (Kt 199 Q)
Large set of 4 fold out free standing murals, 16 small paperback "Books without words" - 12 hard bound story books (see list on back) and guide. It is a language oriented program for the development of concepts and skills in social living, enlarge social awareness and provide opportunities for practicing social skills. Exel.

BAKERY (W-109)
Unit designed to follow a field trip to a store or shopping with parents. Tries to develop positive pupil attitude as well as increasing awareness of occupations involved in baking. Has visual prototypes included.

BEYER CITIZEN (W-227)
Goal: the every day common social worker not only can, but must become aware of economic awareness. Because changing status and professions will be in competition, the future individual must be prepared.

CARPENTER'S LEVEL (S-65)
"A carpenter uses a level to be sure the construction of his project is accurate." Kit has directions, wood & level.

CLOTHING (W-127)
The apparel industry is the nation's largest employer of women in manufacturing. Unit exposes children to wide application and job possibilities in the clothing industry. Mimeo copy.

COME TO WORK WITH US (Bk 269)
Book series with 12 books with poetry text. Color pictures of children in jobs: Toy Factory, Bank, Aerospace, Department Store, Hospital, Bakery, etc. Exel.
Students are involved in looking at the roles of the various community workers to see how each contribute to the running of the community. Print copy.

**THE COOK**
Kit teaching measuring principles. Has ditto directions for students cups and paper and rice (consumed materials must be replaced)

**THE COWBOY**
Filmstrip: Showing career awareness and employability skills the cowboy must have to succeed in his career.

**UNIT ON THE DAIRY**
Integrates unit into overall school curriculum. Purpose is to enable the student to become aware of the wide range of occupations that are associated with the operation of a dairy.

**DAIRYING**
Objective: To acquaint student with modern methods of dairying and dairy products; to develop interest and appreciation of the services given by the community workers to satisfy our common needs. Blue ink print copy. 2 week unit.

**DENTIST IS A HEALTH WORKER**
Kit has upper & lower plate, pamphlets, tooth brush & dental mirror & 5 information cards.

**EXPLORING THE WORLD OF WORK**
Overall purpose of unit is to develop an awareness of goods-producing and service performing occupations. 2nd part Develops awareness of the needs of man and how man is dependent upon others to satisfy these needs. 23 hr.

**FIREMAN UNIT**
Unit has goal statement and then activities for science, language, and social studies tie in overall objective is a broader understanding of role of fireman as an occupation. Mimeo copy.

**FOREST CONSERVATION**
Occupational areas to be covered include forest rangers, forest technicians, range managers, biologists, water conservationists fire fighters, timber managers, wildlife managers, outdoor recreationists & loggers.

**GETTING LESS UP-TIGHT WHEN THINGS GO WRONG**
Teacher-counselor supplement. Unit develops the concept that tension is produced by fear and hostility and that fears which are injurious may be satisfactorily coped with through the positive approach of problem solving. The concept that hostile and friendly feelings are normal, is expanded and the learner is aided in self-evaluation of his behavior. Duration of unit 5 hours. Grouping is total class.

**HOME BUILDING UNIT**
Unit designed to enable students to be aware that all people use some type of home for shelter & security and to explore the wide variety of occupations that are associated with the construction of a house.

**I WANT TO BE AN ARCHITECT**
4 books from the original series. Teachers guide & cassette reading the story & then gives discussion questions following. In plastic bag.
BEHIND THE SCENES AT THE ZOO
(Kt 212)
Filmstrips, record and script for primary grades nature study - look at animals and people - gives animal sounds, shows workers feeding animals after preparing food and other work-a-day activities. Exel.

CAREER EDUCATION IN MUSIC
(W7-705)
Music career opportunities presented to grade level 3 through a symphony music program, play, filmstrips and class discussions. Not I. P. format

CAREERS IN SEWING
(S-49)
Kit is model of room with tools of trade. Lid has written description of room and sewing as a career.

CAREERS IN TECHNOLOGY
(W-270)
Nothing has had a more profound effect on the goods and services components of our country in the last few decades than technology. Unit is to acquaint students with the variety of jobs in the field.

CAREERS INVOLVING FLIGHT SAFETY
(W-313)
Unit is designed to develop a realization in the student that it takes many careers to keep an airplane flying safely. 5 days @ 45 minutes each + field trip. Xerox at RCU.

CATTLE FARMING CAREERS
(W7-768)
A 3rd grade I.U. on career awareness of beef cattle farming. Goal: to identify and extend similarities of cattle farming careers to careers in general.

CAREER EDUCATION PROGRAM
(Kt 216)

COME FLY WITH ME
(W-299)
Students will become aware of the relationship between school experiences & the preparation for the career as an airline pilot. 2 - 30 min., periods. Xerox copy - original at RCU.

CONSTRUCTION WORKERS
(W-140)
"As we look at the construction of a house we see many different types of individuals involved." Uses some media and hands-on experiences. Worksheet prototype included.

COTTON FARMING
(W7-749)
Unit on career awareness in cotton farming including a number of dittoed materials. Learner will be able to recognize types of jobs required for cotton farming careers.

COTTON GROWER
(S-23)
Kit has flip chart (hand-size) of steps in growing, samples of materials, raw cotton, bales, etc.

OCCUPATIONS-CROSSWORD PUZZLE
(M-74)
Suggested grade 3-6 8 puzzles & 1 set of markers per box - plastic coated 8½ x 11 paper allows for re-use. Check-out time - 2 weeks. Good.
I WANT TO BE A HOCKEY PLAYER
(book bag) (Bk 658)
Books from the series - 4 copies of the book, teachers guide & a cassette reading the books as well as discussion question to follow-up on in plastic bag. Exel.

LET'S HAMMER (S-31)
Kit contains 7 direction cards, wood, wide assortment of nails & proficiency charts for student use-also toy hammer for display.

MAKING TOYS THROUGH TEAMWORK (W-254)
Purpose of the unit is to acquaint the students with the industrial sector of society. Besides providing opportunities to practice reading and measuring skills they get to learn the safe use of tools identify their interests and develop the ability to plan and carry out projects of interest to them. 11 hr./print copy/Needs shop facilities available.

OUR SCHOOL CAFETERIA (W-234)
Designed for use by 2nd and 3rd grades with 6th grade students acting as aides. Purpose is to arouse curiosity, enlarge occupational horizons and encourage wholesome attitudes toward work. Uses cafeteria as resource lab.

OWW-FAMILIES (Kt 206)

THE SCHOOL WORKER (W-134)
No copyright release. Unit with pre and post tests - has activities and ideas for teacher media and commercial materials. (Bad ditto copy)

A SECOND GRADE INTERVIEWER (W7-717)
Suggested activities for 1-3 level Objective: to help children become more aware of different kinds of jobs there are and to find out more about jobs in the community. Examples: of student interview sheets are included (as returned by the student.

THE SERVICE STATION (W-258)
Because of the importance of the service station to our country, both in transportation and economics it should be a part of a child's living experience. Unit includes prototype of "experience sheets." 6 hr.

STORY STARTERS (S-56)
Directions are to write or tell stories about these people - kit has 17 pictures mounted on poster strips. 10 have stories started rest are completely open-ended. Very colorful.

TRANSPORTATION (W-108)
Specific purpose of this unit is to encourage students to develop positive attitudes toward the transportation systems in the U.S. Covers personnel, material, tools, opportunities, requirements, and working conditions for land, air and water transportation.

WOW - Grade 2 (Kt 48 Q)
4 f.s. & records: Gas & Oil services, mail delivery, electrical services, telephone services. Exel.

WOW - Grade 3 (Kt 49)
DAIRY FARMING  (W7-752)
I.P. on career awareness of dairy farming. Has examples of student materials included.

DENTAL UNIT  (W-129)
Career unit to encourage students to develop usable & applicable knowledge & positive attitudes toward dental care and dentistry.

DRESSMAKER  (S-27)
Kit has ditto patterns and directions for "doll" to fit "dress" to. Designed to use paper towels or handi-wipe type materials and yarn as thread.

EYE AND EAR TOOLS  (W-202)
No release copyright. 10 hours to go through. 5 major topics: identification of selected sound and sight extending tools, 2) determination of the function of these, 3) identification of occupations employing these tools, 4) determination of the value of these to individuals and 5) identity of safety hazards.

GARDNER  (S-46)
Program cards, quiz cards, and ditto sheets with pencils. Objective is to have learner name at least 8 of 9 garden tools and describe the purpose of each.

HEALTH CARE UNIT  (W-115)
Health care is the 2nd largest industry in the U.S. & in all probability will become the largest in the 1970's. Objective of unit is to stimulate children into gaining and seeking further knowledge of health care & the related occupations.

HYDROPHONICS  (W7-748)
I.U. on career awareness of field. Included are transparencies and copies of ditto handouts used in the unit. Has sample test items as well as resources and media needed lists. % hr. a day-2 weeks.

IDENTIFY CAREERS  (W7-739)
Instructional unit- learner should be able to describe what is involved (equip.), know capabilities in a given career through the use of pictures, letters or other media. Unit includes poems for unit use.

TOTAL CAREER SCALES  (W7-710)
Applicable to IOTA scale 18-subject area math & s.s. Activities integrate math. and carpenter occupation, social studies and airport jobs.

I WANT TO BE....  (Bk 272)
Complete set of 49 books on varied careers.

MAKING PAPER  (W-284)
Problem: To develop an appreciation & understanding of the production & distribution & consumption of paper & how it affects us in the 3rd grade. Extensive bibliography as well as original story, project direction & activities. Ditto copy, can be used with M 103.

NELLY NURSE'S BAG OF TRICKS  (S-21-s)
Small nurse's bag with instruments (toy) labeled as to use by a nurse. Cards are provided for student self-test.

OWN - CITIES  (Kt 205)
Set includes text, fs guide (uses same fs set), Teacher's edition, student problems book and teachers resource guide. Text is high reading level but still colorful and interesting. Looks at units on: What is a City, City and Its People, City in Space and Time, Problems of the City.
OWW - NEIGHBORHOODS (Kt 207)

PEOPLE AND JOBS (S-17)
Kit contains things used by people in their specific jobs. It can be used in large or small group and readily duplicated. Contains cards and questions & "tools".

PUPPETRY (W-107)
Directions for production and manufacturing of puppets & shows as tools for language arts and s.s. curriculum implementation.

READING, WRITING & RELEVANCE (W-199)
Unit is designed to stress the relationship between the school environment and society, and the need for structure and order in each. Also looks at the manner in which present activities and interests provide clues for possible future occupational choices and how present work habits and attitudes tend to influence future behavior.

STORYTELLING (S-34)
6 stories on a cassette "even though the stories are not complete, the child should be able to tell what kind of story it is." Story cards, score sheets for self-evaluation.

STUDY OF FORESTRY & RELATED CAREERS (W-269)
One of the critical concerns of this century is the conservation of our natural resources. The preservation of 1 of our most precious resources, our forests, is a matter of grave concern & controversy. The majority of students who enjoy the benefits of forest products & services are unaware of the need to protect and preserve our forests.

SUPERMARKET (W-245)
Encourages student to expand his awareness of jobs within the community. Specific jobs in this unit are those associated with supermarkets and grocery stores. Reflects those skills required.

TELEPHONE LINEMAN (W7-751)
I.T.U. on career awareness of the telephone lineman including many dittoed materials as examples of student work materials.

Dozen Nimble Finger Project (S-16)
Kit idea is to produce a saleable product and sell it for a profit. Comes with directions & a construction paper example of a Christmas stocking.

VOCATIONAL SURVEY UNIT (W-100)
Research shows that children are currently making vocational choices at an early age. This unit utilizes a local vo-tech school as a resource as well as community resources on an exploration study. -out of state

Unit on Water Resources (W-104)
Life as we know it today would be impossible without water. Purpose of this unit is to allow students to become aware of the water problem. Involved is a field trip.
WEAVING
Kit for "making placemats". Directions and materials included (materials consumed must be replaced).

WHAT DOES A RECORDING ENGINEER DO?
Kit has listing of what engineer does and mock-ups of equipment.

WHAT DO PEOPLE DO ALL DAY?
A full color, line sketch drawing, animal characters very detailed. Stories of interest K-3, details & vocabulary 4-8. Story titles such as Everyone is a Worker, Building a New House, Mailing a Letter, Cotton & How we Use It, Where Bread Comes From. Very delightful! Excel.

WHERE AND HOW PEOPLE WORK AND LIVE

WORKERS CONTRIBUTE
I.U. on career awareness within the community. Learners will be able to identify and discuss the contributions of at least 5 workers at completion of the unit.

WHOSE TOOLS ARE THESE?
Part of Early Primary Reading level. Black and White line drawings and some pictures. Range from kitchen tools to pipe cutting and threading machines in sophistication. Good.

Self-Awareness

BECOMING AWARE OF NEEDS AND RESPONSIBILITIES
Kindergarten

HOW DO I LEARN

ME AND YOU - THE DIFFERENCES BETWEEN US
Unit is prepared to encourage "K" child to realize his individuality—he will see emotional, physical and creative differences among people. Activities (almost scripted) are given as well as additional enrichment suggestions.

METHOD OF INCLUDING CAREER EDUCATION IN AN EXISTING READING PROGRAM
See Career Awareness
SERVICE STATION (W-258)
Because of the importance of the service station to our country, both in transportation & economics should be a part of a child's learning experience. 6 class hours.

WHO AM I (Kt 61)
5 filmstrips, records & guide: Do You Believe in Wishes, People Packages, Joy of Being You, Nothing is something to do, All Kinds of Feelings.

WORKERS AROUND US (W-251)
see Career Awareness

GRADE 1

ABOUT MYSELF (Kt 127)
Suggested grade K-1. Purchased just part one in fs & records and study prints with guide - no books. Different parts for different levels.

COOP/DEV RULES (W-214)
No copywrite release. Deals with preparing a breakfast at school. Looks at cooperating, rules, directions, and responsibility.

DEVELOPING LOCOMOTOR SKILLS (W-265)
This unit is prerequisite for Physical Fitness; Preparation for the WOW. Purpose of Unit is to help student develop a positive self-concept-who he is and what his body can do. Grouping is important in this unit. Safety precautions must be observed. 12 hr. print copy

GETTING TO KNOW ME (Pt 8 Q)
Set of 8 study prints - can use grease pencil to write on prints.

I'M ME (W7-737)
A K-1 career and self-awareness instructional unit. Had hand-out prototypes included. Ditto copy. Also in package is unit on workers in the community for grade 1; 30 minutes; original type.

JUST ME (W-167)
Purpose is to make child aware of himself through a variety of activities that point out what is uniquely his: his physical uniqueness, his family, his friends, his interest, his school. The conclusion is an effort to show that a very real and important relationship exists between what a student learns in school and what he chooses for a career.

LITTLE THINGS THAT COUNT (Kt 34)
Filmstrip & cassettes; Tony's Summer Vacation, Please Is a Good Word, One Rainy Day, Jim Learns Responsibility, Jerry Has a Surprise, Try, Try Again.

MIRROR & SELF (W7-739)

MYSELF (Bk 550)
Set of 5 student and 1 teacher ed. Reading texts. Stories dealing with self-awareness and values.

PERSONAL DEVELOPMENT (Fs 60)
Set of 6 filmstrips with no printed materials. Titles: Learning to help others, Going to school, Getting lost, Learning to listen carefully, Learning to do things for others, What to do when you visit.

PHYSICAL ACTIVITY IN SELF-AWARENESS (W-314)
Goal: To make children aware of physical abilities to perform tasks such as skipping, hopping on each foot, etc. 10 minute periods 1-2 times a week for 6 weeks. Original at RCU.
PHYSICAL FITNESS: PREPARATION FOR
THE WORLD OF WORK (W-266)
Prerequisite for this unit is
Developing Locomotor skills. Pur-
pose is to guide student toward a
positive self-concept including
recognizing who he is and what
his body can do. Unit serves to re-
late the need for physical fitness
to the requirements of the World
of Work. 12 hr. print copy

SELF IS IMPORTANT (W-743)
A 1st grade instructional unit on
self-awareness. Individual work,
poems given. In folder W7-724;
20 min. 2 page ditto copy
with W7-732. 2 page ditto copy

SELF IS IMPORTANT (W-724)
A 1st grade instructional packet
to develop self-awareness. Uses
photographs of students as major
resource. Other media indicated with
sample of student response sheet
included in packet. W-7-743 W7-59
in same folder. 20 min per day for
2 days. Ditto copy

GRADE 2

ACTIVITIES, ROLES & OCCUPATIONS
(W-267)
Purpose of this unit is to allow
the student to develop a more
empathizing awareness of roles,
activities & tasks in his school
world, making correlation to the
world of work. These aspects are
further developed by providing
students an opportunity to ex-
perience feelings, attitudes &
their effects on learning.
7 hrs., print copy

BEING A BETTER LISTENER AND MORE
RESPONSIVE TO THE NEEDS AND
FEELINGS OF OTHERS (W-171)
Instructional unit, teacher coun-
selor supplement. Learner is
given practice in relating to
others through developing the
skill of listening. He is
led to discover that different
actions cause different feelings
in others, and that his energy
is a power which he can use to
direct his behavior. Varied
activities are designed to in-
sure involvement of all learn-
ers.

BIG CITY WORKERS (Kt 77 Q)
1 filmstrip and record from the
series "Life in the Big City.
Exel.

A CITY IS PEOPLE AT WORK (Fs 24)
1 filmstrip in color - overview. Good
for showing opposities. Exel.

GETTING IN TOUCH WITH FEELING
AND UNDERSTANDING HOW THEY
AFFECT BEHAVIOR (W-170)
Instructional unit, teacher
counselor supplement. Intent
is to assist the learner in un-
derstanding the universality of
feelings & to increase his vocab-
ulary of terms which denote feel-
ings. Other concepts which are
considered are that the same
feeling may be expressed in
different people, and that many
times there is an ambivalence
of feelings connected with one
event. Duration of unit 4 hours.
Groups of 10-12 preferred, large
groups acceptable.

INTERPRETIVE MOVEMENT (W-264)
Sequence to Here We Go Round the
Discovery Course. W-161 Unit
to help develop a positive self-
concept with an extended goal of
recognizing who he is and what
his body can do. 4 hr. 20 min.
total print copy
HUMAN VALUES (W-230)
Xerox of microfiche. To assist
child to become aware of his
own actions getting along with
others and different aspects
of respect and how they handle
it. Good activities listed.

LEARNING TO LIVE WITH OTHERS
GROUP 1 (Kt 130 Q)
Grade level 2-4
F.S. & Cassettes sets up typical
everyday situations in a story
form with which children can
identify. Titles: Learning to
listen, to be your best self-to
be responsible, what giving is
all about. Exel.

LEARNING TO LIVE WITH OTHERS
GROUP II (Kt 131)
Grade 2-4 Same format as Group I
Titles: Learning to keep a promise,
to trust people, face up to mistakes,
about patience. 2 week check-out.
Exel.

DEVELOPING PSYCHOMOTOR SKILLS
(W-161-1)
Unit is designed to help students
toward a positive self-concept.
Recognizing who he is and what
his body can do. He will be
helped to feel good about his
individual approach to new move-
ment experiences in a supportive
atmosphere in which his responses
are acceptable as discoveries of
his possibilities for movement.

MOODS AND EMOTIONS (Kt 57)
Eight study prints with guide. All
study prints in color/line drawings.
2 week check-out. Exel.

OWN-FAMILIES (Kt 206)
Three pieces - text, problems book
(Teacher ed.) and teacher's resource
guide. Text very visual cartoons,
and pictures. Workbook same line
drawings as before. Units: What is
a Family? People at Work, How the
Family Gets Along, and Growing Up.
Exel.

COMMUNITY SERVICES (W-231)
Xerox of microfiche unit from
RCU. Looks at why laws are made
and the consequences if they are
broken.

DUSO KIT (Kt 60)
Developing Understanding of Self
& Others. Contains guide, pup-
pets, cassettes, story books and
study discussion posters. Units
are not sequential and take 1
week. Exel.

EYE AND EAR TOOLS: (W-202)
see Career Awareness

Level 1 Filmstrips (Fs 63)
Filmstrip: Helpers for our home;
Helpers for our school; How money is
used; How money is handled; How
people make a living; Where does your
father work; Where does your mother
work; Sharing responsibility, What
a city makes; Learning to cooperate.
Exel.

FOCUS - STAGE - 1 AWARENESS (Kt 9)
Kit containing photoboards, filmstrips,
records & guide to develop self-aware-
ness. Check out time 1 month. Can get
through only about 1 unit. Exel.

FOCUS - STAGE - 2 RESPONDING (Kt 10)
Kit containing photoboards, filmstrips,
records & guide to develop self-aware-
ness. Check out time 1 month. Can get
through only about 1 unit. Exel.
FOOTNOTES TO COMMUNITY HELPERS
Grades 2 & 3
Set of 6 cassettes - 24 scripts
designed to provide an awareness & appreciation of the
contributions made by our neighbors in all types of endeavor.
Discussed are such topics & what community helpers do as
farming, activities in department store, keeping the
community clean. Good

I WANT TO BE
Complete set of 49 books on varied
careers. Exel.

LIVING IN THE COMMUNITY
Transparencies and ditto masters.
About community workers. Exel.

LIVING IN THE HOME AND SCHOOL.
Set of 12 color transparencies and 14
spirit masters to use in living in the
home and school. Exel.

MYSELF AND OTHERS.
Set of 5 students and 1 teachers ed.
Reading text with stories
of self-awareness, attitudes and
values. Exel.

OUR FEELINGS
I Have Feelings Like Yours, Feelings
When Learning is Hard, Feelings
When Learning is Easy, Feelings
of a Mischief-Maker, Feelings
about family, Friends and Make-
believe, Teachers Have Feelings,
too.
Series fit well in programs that
involve reality therapy, behavioral
modification & classroom
management. Suggested that use
the f.s. in numerical order and
that they be spaced 4-7 days apart
ideally. Not to be shown with-
out teacher previewing and pre-
facing fact that all people
have disabilities in one area or
other. Exel.

OUR VALUES
Set of 5 student and 1 teachers ed
Reading text. Stories deal with
values. Good

ONW - NEIGHBORHOODS
See Career Awareness

READING, WRITING & RELEVANCE
see Career Awareness

UNDERSTANDING OUR FEELINGS
Suggested grades 3-5. 28 black ar
white pictures (racially integrat
portraying emotions. Ages depict
are about 6 - adult. Check out ti

Appreciations And Attitudes

KINDERGARTEN
WHO AM I (Kt 61)
5 filmstrips, records & guide: Do You Believe in Wishes, People Packages, Joy of Being You, Nothing is something to do, All Kinds of Feelings.

WORKERS AROUND US (W-251)
see Career Awareness

WORKERS AROUND US

Grade 1

BREAKFAST TEACHES (W7-740)
IP on casing preparation of breakfast to teach decision making, cooperation & respect. Packaged with W7-741 & 745

BREAKFAST TEACHES (W7-741)
A 1st grade instructional unit on cooking breakfast. Large group. 20 minutes, ditto copy

BREAKFAST TEACHES (W7-745)
Continuation of unit using the preparation of breakfast as a learning activity. (In folder with W7-741 & W7-740 ditto copy)

CAREER AWARENESS, APPRECIATIONS, & ATTITUDES (W7-712)
See career awareness

COTTON (W-150)
It is hoped that the children will be able to appreciate the labor of those who make cotton and its products available to use.
Original type.

FIREFRAN (W-310)
Goal: Child will become aware of a fireman's duties & his role in the community. Oral discussions, field trip, reading & role play activities.
Original at RCU.

GETTING TO KNOW ME (Pt 8 Q)
See Self Awareness.

HELPING IS A GOOD THING (C 111)
Grades 1 & 2
2 cassettes from the Series "The Child and His World: with guide. Covers 16 helpers as Sanitation man, bus driver, I help a friend, I help the City. Looks at both the child and adult in helping roles. 2 week check-out.

Unit on Home & School Workers (W-118)
The unit has as its main object the development of understandings and appreciations of family and school life, and their desire and ability to take a significant part in it. Mimeo.

I WANT TO BE A MUSICIAN (Bk 656)
4 copies of the Caris Green book with a teacher's guide & cassette which reads the book then has discussion questions following. In plastic bag.

JUST ME (W-167)
see self-awareness

LITTLE THINGS THAT COUNT (Kt 34)
Filmstrip & cassettes: Tony's Summer Vacation, Please Is a Good Word, One Rainy Day, Jim Learns Responsibility, Jerry Has a Surprise, Try, Try Again.

MYSELF (Bk 550)
Set of 5 student and 1 teachers ed. Reading texts. Stories dealing with self-awareness and values.
PERSONAL DEVELOPMENT  (FS 60)
Set of 6 filmstrips with no printed materials. Titles:
Learning to help others, Going to School, Getting Lost, Learning to Listen Carefully, Learning to Do Things for Others, What to Do When You Visit.
Excel.

POLICEMAN  (W-312)
The child will develop an awareness of the duties of a policeman & the necessity of policeman in the community. Reading & non-reading options.

TAKE A CUT WITH ME  (S-47)
see career awareness

TRANSPORTATION  (W-144)
see career awareness

WORKERS IN THE COMMUNITY  (M 109)
Set of teacher donated transparencies from 8 cluster areas - formally cataloged differently.
Excel.

WORKERS IN THE SCHOOL  (W-137)
see career awareness

GRADE 2

ATTITUDES & TASK COMPLETION  (W-271)
Unit begins by developing the recognition that each of us is dependent on others while we work & play. Unit then concerns itself with the development of an attitude of tolerances & appreciation of all people. 24 lessons each 30 min. print copy (2 copies)

BEING A BETTER LISTENER AND MORE RESPONSIVE TO THE NEEDS AND FEELINGS OF OTHERS  (W-171)
See self-awareness

BETTER CITIZEN  (W-227)
see career awareness

THE DAIRY  (W-102)
see Career Awareness

DAIRYING  (W-114)
Objective: To acquaint student with modern methods of dairying and dairy products; to develop interest and appreciation of the services given by community workers to satisfy our common needs. Blue ink print copy. 2 week unit.

DENTIST IS A HEALTH WORKER  (S-59)
see career awareness

ECONOMICS  (W-176)
Unit continues to develop the learners' awareness of how our economic system works while emphasizing personal applications of the system. An understanding that there are social expenses, that these reoccur and developed. Labor force life styles, planning for quality, and efficiency, equipment are included.

FOREST CONSERVATION  (W-116)
see Career Awareness

GETTING IN TOUCH WITH FEELINGS AND UNDERSTANDING HOW THEY AFFECT BEHAVIOR  (W-170)
see self-awareness

GETTING LESS UP-TIGHT WHEN THINGS GO WRONG  (W-174)
see career awareness
HUMAN VALUES (W-230)
see self awareness

I WANT TO BE A HOCKEY PLAYER (book bag) (Bk 658)
Books from the series - 4 copies of the book, teachers guide & a cassette reading the books as well as discussion questions to follow up on in plastic bag. Exel.

I WANT TO BE AN ARCHITECT (Bk 657)
4 books from the original series. Teachers guide & cassette reading the story & then gives discussion questions following. In plastic bag. Exel.

KNOWING HOW TO SOLVE PROBLEMS WITH A TEACHER (W-172)
Designed to develop an understanding of the relationship between receiving attention and the feelings that result and to help the learner identify four ways people affect each other. The learner is encouraged to recognize how his behavior affects the teacher, and to explore with the teacher, how teacher behavior affects him. Definite steps are taken to improve the relationship. Duration of unit 4 hours. Any size group. Exel.

LEARNING TO LIVE WITH OTHERS GROUP I (Kt 130 Q)
See Self Awareness

LEARNING TO LIVE WITH OTHERS GROUP II (Kt 131)
Grade level 2-4. Same format as Group I; Titles: Learning to keep a promise, to trust people, face up to mistakes, about patience. Exel.

SERVING IN THE HOME & SCHOOL (M 80)
Set of 12 color transparencies and 14 spirit masters to use in studying subject. Exel.

OPEN ENDED STORIES (Kt 78 Q)
5 filmsstrips & records: The Painting, Open Gate, New Building, Purse, Warning Blinker, Values and attitude builder. Good

A SECOND GRADE INTERVIEWER (W7-717)
see career awareness

STORY STARTERS (S-56)
see career awareness

TRANSPORTATION (W-108)
see Career Awareness

COMMUNITY SERVICES (W-231)
see Self-Awareness

THE ANIMAL WORLD OF WORK (W-288)
Goal: Awareness that supervision & cooperative effort make some tasks easier, of responsibility & importance in completion of assigned tasks, reading & non-reading options. Unit around working with animals. Groups of 3-4 students, 2 weeks - 60 min. per day. Original type

CAREER EDUCATION PROGRAM (Kt 216)
Computer device with self-correcting light feature-individual use only. Plastic sheets fit onto board-Kit is comprehensive K-12 Book material includes Bibliography teacher & student guides for K-6, 7-8 (middle) & 9-12 (secondary) as well as a 10-12 grade data sheet book. Plastic sheets are in color & easy to read. Fascinating but heavy. Exel.

COMMUNITY SERVICES (W-231)
see Self-Awareness
DEVELOPING BASIC VALUES  (Kt 133)
Grades 3-5

DUO Quest (Kt 60)
See Self Awareness

ECONOMICS (W-182)
Develops the learners' understanding of the functions of our economic system. Planning in personal financial management and career selection are expanded. The learner will understand that economic capacity is implicit in career selection.

EYE AND EAR TOOLS (W-202)
see Career Awareness

FOCUS - STAGE - 1 AWARENESS (Kt 9 Q)
Kit containing photoboards, filmstrips, records & guide to develop self-awareness. Check out time 1 month. Can get through only 1 unit. Exel.

FOCUS - STAGE - 2 RESPONDING (Kt 10)
Kit containing photoboards, filmstrips, records & guide to develop self-awareness. Check out time 1 month. Can get through only about 1 unit. Exel.

FOOTNOTES TO COMMUNITY HELPERS (G 112)
See Career Awareness

MYSELF AND OTHERS (Bk 551)
See Self Awareness

NELLY NURSE'S BAG OF TRICKS (S-21-s)
see Career Awareness

OUR FEELINGS (Kt 189)
See Self Awareness

OUR VALUES (Bk 552)
Set of 5 student and 1 teacher ed. reading text. "Stories deal with values. Third grade. Good.

PEOPLE WHO WORK WITH ANIMALS (W-249)
"Although we are dependent upon the many services provided by people who work with animal, too often their import is overlooked in relation to employment opportunities. 4-7 hours to complete.

STORY TELLING (S-84)
See Career Awareness

UNDERSTANDING OUR FEELINGS (M 72)
Suggested grades 3-6
28 B & W mounted pictures (racially integrated) portraying emotions. Ages depicted are about 6-adult. Check-out time 2 weeks. Exel.
WHAT DO PEOPLE DO ALL DAY?

A full color, line sketch drawing, animal characters very detailed. Stories of interest K-3. details & vocabulary 4-8. Story titles such as Everybody Is a Worker, Building a New House, Mail a Letter, Cotton & How We Use It, Where Bread Comes From. Very delightful! Exel.

WHERE AND HOW PEOPLE WORK AND LIVE

4 f/s. and 4 records. Where in the world do you live? From place to place, food from farm to family clothes from head to toe. Concepts of economic interdependence. Average length 70 frames. Maps, vocabulary, activities, excellent guide. Exel.

WORK KIT

Kit containing 400 job briefs in story form at 5th grade reading level. Organized by: Works with people, with things, or with ideas. Also by educational level needed. Has filmstrips and Junior Guidance Booklets. New edition in the fall that will have an index. Exel.

SOUNDS OF THE CITY

A filmstrip and cassette that helps children to associate the different sounds that are heard in the city with the jobs that create the sounds.

GRADE 1

DEVELOPING SKILL IN MAKING DECISIONS AND SOLVING PROBLEMS

(W-173)

Unit (teacher-counselor supplement is designed to help children become aware of the steps which may be used to solve problems and that these steps are adaptable to any situation requiring a decision. Activities provide practice in using the 4 steps and involve total class. Duration of unit 5 hours.

GRADE 2

GETTING LESS UP-TIGHT WHEN THINGS GO WRONG

(W-174)

See career awareness

KNOWING HOW TO SOLVE PROBLEMS WITH A TEACHER

(W-172)

See appre & attitudes

PROBLEMS TO PONDER

(W-205)

No copyright release. Unit is designed to help students recognize and solve problems. Student will explore different methods of problem solving; describe various avenues of problem solving and apply these techniques as well as evaluate the results.

STORY STARTERS

(W-257)

See career awareness

BECOMING AWARE OF NEEDS AND RESPONSIBILITIES

(W-282)

Career Awareness
GRADE 3

CAREER EDUCATION PROGRAM

Computer device with self-correcting light feature - individual use only. Plastic sheets fit onto board. Kit is comprehensive K-12. Book material includes Bibliography teacher & student guides for K-6, 7-8 (middle) & 9-12 (secondary) as well as a 10-12 grade data sheet book. Plastic sheets are in color & easy to read. Fascinating but heavy.

DEALING WITH DECISIONS

No release. The primary intent of the unit is to introduce the learner to the decision-making process and help him identify some of the many factors that can affect decisions.

DECISIONS ON SHAPES

No release. Prototype of activity for students involving decisions, shapes and placement.

ECONOMICS

See Attitudes & Appreciations

MEASUREMENT 3-A

No release. Main thrust for this unit is that measurement is accomplished by comparison. Tools are necessary inventions of man which are required to make comparisons easier and faster. Prepares student for further understanding of the practical application of tools and materials to existing work situations.

MEASUREMENT 3-B

To determine the volume or space occupied by a solid. Students are aware of goods and services. Reinforces the concepts that mathematical skills developed in school affect students ability to make decisions outside the school environment.

MONEY MATTERS

(W-197) No release. Primary content in the unit is to help learner to become aware of the role money plays in industry and in society.

READING, WRITING & RELEVANCE

(W-199) See Career Awareness

VOCATIONAL SURVEY UNIT

(W-100) See Career Awareness

Economic - Awareness

Kindergarten

ADVENTURES IN LIVING

(Kt 199) Set of 4 murals 18 x 36, in folders - self supporting. Classroom, Neighborhood, Home, Community. Comes in its own carry case.

INTRODUCTION TO MEASUREMENT

(W-263) Major purpose of this unit is beginning competency in measurement of time, weight, money and length. A secondary thrust is development of measurement skills. 13 hours classroom time.

LEARNING ABOUT MONEY

(Pt 52) Grades K-3 - especially Head Start programs study prints and resource booklets - color. Check-out time 2 weeks.

METHOD OF INCLUDING CAREER EDUCATION IN AN EXISTING READING PROGRAM

(W-282) See Career Awareness
SEE-QUEEZE
(M 4)
Set of puzzles designed to teach sequence of work, Story of milk, building a house.

WEDGIES
(M 3)
Stand up wooden characters of community workers - 4" tall, in color.

WHAT, WHEN & WHY
(W-292)
(1-4)
(4 copies)
Intent to unit is to establish a rudimentary understanding of the reasons people work & to develop an awareness of our monetary system & our financial institutions. 6 major goals. 9 hr. 40 min.

BASIC MEASUREMENT AND RELATED CAREERS
(W-261)
The student continually experiences the need to estimate and determine length, weight, temp, time of day and money amounts. Teaches use of cent, introduces standard English and Metric units into experience. Master copies of all handouts are included. 13½ hr. print copy

COMMUNITY WORKERS - GROUP 1
(Kt 15 Q)
Kit contains 4 filmstrips and records: Supermarket, Doctor Office, School Workers & Library Workers.

ECOCNOMICS
(W163-1)
Unit enlarges the concepts of career awareness and economics as a basis for that awareness, both of which were first presented in kindergarten. Exposes student to the personal and social justification of work and to the concept of money as a medium of exchange.

FATHERS WORK
(Fs 21)
6 filmstrips with titles such as: My Dad Works In A Service Station, Supermarket, Shoe Store, etc.

MY DAD IS A CARPENTER
(Fs 8)
Filmstrip on title - usually goes with "E" cluster box.

MY NEIGHBORHOOD
(Fs 55)
6 filmstrips & teacher's guide: What is a neighborhood, Neighborhoods change, Telling and finding out, Working together in a neighborhood, etc.

WHERE OUR DADDIES WORK
(Fs 10)
Filmstrip - children's drawings for illustrations - clever for primary.

WOW Grade 1
(kt 47)
First of developmental sequence, 3 filmstrips & records: Wally the Worker Watcher, At Your Service, Newspaper Boy, Junior Homemaker.
AMERICANS AT WORK
Filmstrips - cartoon style

ECONOMICS
(W-176)
See appre. & attitudes

AT THE BOOKS (Bk 270 Q)
Set of 9 books titles such as:
At the Bakery, At the Airport,
At the Zoo, At the Bank, etc.
Exel.

FINDING OUT ABOUT JOBS (W-225)
One page typed - Goal Statement
to lead students into discovering
the world around them.

BERRIES, GOLD & CREDIT CARDS:
FORMS OF ECONOMIC EXCHANGE
(W-244)
Assumes students know how to
make change, how to make com-
parisons based on monetary value
& how to keep simple records.
Lessons include: bartering,
saving & borrowing. Involves
some outside resources.
8 lessons, 3 2/3 hrs., print
Exel.

THE FIREMAN - ONE OF OUR COMMUNITY
HELPERS (W-301)
Goal: To develop awareness &
interest of students in a fire-
man as 1 of our community work-
ers. Guest speakers & field
trip.
2-3 days, original at RCU.

I WANT TO BE SERIES (Bk 271 Q)
2 sets - 1 complete with 49 books
and 1 with only the 1970 titles.
Exel.

BOBBY'S SURPRISE (Fs 16)
The story of Bobby's surprise-shows
some of the different workers that a
person might see every day.
Exel.

A CITY IS PEOPLE AT WORK (Fs 24)
1 filmstrip in color - overview.
Exel.

COME TO WORK WITH US SERIES (Bk 269)
Sets of 6 or 12 books - poetry text.
Color pictures of children in jobs:
Toy Factory, Bank, Aerospace, Depart-
ment Store, etc.
Exel.

LEARNING ABOUT BUSINESS (W 169)
Provides students with the op-
portunity to investigate the
ways in which their neigh-
borhood and business activities
within the neighborhood are
interdependent. Foundations
are laid for expanding the con-
cept of work and workers into
more abstract terms.

LEARNING ABOUT BUSINESSES (W-169-1)
Unit provides students with the
opportunity to investigate the
ways in which their neigh-
borhood and the businesses with-
in their community are inter-
dependent. Foundations are laid
for expanding the concept of work
and workers into more abstract
terms. 11 lesson/3 1/2hr. print
Exel.
LET'S IMAGINE GOING PLACES (C 107)
10 cassettes - Going to the bakery, hospital, post office. Good lead in or follow up to reading and field trips. Incomplete without visual stimulation. Good

MONETARY SYSTEMS-FAMILIES (W-165)
Designed to help students become aware of the use of money as a medium of exchange. Students will learn to identify and manipulate coins. They will learn to count with money. Topics: counting money, earning money, spending money, money substitutes, financial institutions. Economic needs of a family is used as the theme upon which the learning activities are based.

MONEY: MEDIUM OF EXCHANGE (W-183)
Money-unit is to introduce students to the basic concept of money. Students discover that barter, as a means of exchange is inconvenient and cumbersome. Pupils are led to the most convenient means of exchanging people's work for the means to satisfy needs and wants.

OUR COMMUNITY (Ps 56)
8 filmstrips & teacher's guide: Living on a Farm, Living in Town, Living in a Big City, Our Food and Clothing, The Homes We Live In, The People in Our Community, Knowing Our Community-Long ago and Today.

WOW-FAMILIES
Records, teacher's resource units student activity booklets. Check out time 4 weeks. Interdependency and economic concepts stressed. Exel.

OUR WORLD OF WORK (W-308)
Unit includes examples of flash cards and free reading references. A general unit - 9 weeks it explores the people in the working world.

PEOPLE IN THE NEIGHBORHOOD (M 33 Q)
6 fold outs - drawings in color with text - policeman, fire-fighters, fun, helath, and school helpers, grocery workers and Teacher's guide. Exel.

PEOPLE WHO COME TO MY HOUSE (M 34 Q)
Teacher's guide & 6 foldouts - mailman, milkman, paper boy, plumber, telephone man, sanitation worker. Exel.

TOOLS & MATERIALS (S-10)
Shoebox kit with tools and materials. The tools are used on Directions are 2 cards which tell student to match these things up, Washington Workshop 12/72

USE OF OUR NEIGHBORS PROGRAM (W7-708)
Activities of a 2nd grade class in career education based on the SRA text materials. Not 1 p format.

WHAT DOES YOUR DAD DO? (Kt 79 Q)

WOW - GRADE 2 (Kt 48 Q)
See Career Awareness

WOW-GRADE 3 (Kt 49)
4 filmstrips & records: Service Station Workers, Supermarket, & Drug Store Workers, Dairy Product Delivery. Exel.
ABOUT BOOKS (Bk 268)
19 books about different things with titles such as: About Farm Workers, About Helpers Who Work at Night, etc. Good.

AGRICULTURE & INDUSTRY (Fs 18)
8 filmstrips that provide information about some of the ways that agriculture and industry produce goods used to satisfy wants and needs - with such titles as: Manufacturing Clothing, Dairy and Beef Cattle, Building Houses, Vegetable & Fruits, etc. Excel.

THE ANIMAL WORLD OF WORK (W-288)
See Appreciations and Attitudes

BASIC ECONOMIC CONCEPTS (Fs 73)
The work we Do, The Things we make, The Money we Earn, The Things we buy, the services we buy, the rules we follow, what our taxes do for us. Captions are on color f.s. guide is copy of the script only. Excel.

CHILD'S WORLD OF CHOICES GRADE 2 (Bk 595)
Teacher's guide and 35 student activity books (ours non-consumable) guide has generalization activities and workbook guide. Excel.

COMMUNITY SERIES (Bk 336)
3 titles from social studies series: My Family & My Community. Communities Around the World, My Community & Other Communities. Excel.

ECONOMICS OF OWNERSHIP (Kt 192)

ECONOMICS FOR YOUNG PEOPLE (Bk 676)
How things we use are made, where things we use come from, how people learned to move about and everyone has important jobs to do. (in a sequence). Has questions ans answers - color code and very attractive illustrations. Excel.

DISTRIBUTION OF GOODS (Kt 194)
Part 5 of Economic in the home, school & community set 4 f.s., records & guidebook. Introduction home, school & community. 1st f.s. presents the concept, other 3 build & develop on it. Other in series: Economic Interdependence, Division of Labor, Supply & Demand, Economics-of ownership, Distribution of Good, (this one) Money & Barter. Excel.

DIVISION OF LABOR (Kt 195)

EARLY PRIMARY READING LEVEL BOOKS (Bk 554)
Collection of books related to careers at this reading level. 6/12/72 books in collection(6) such as: WHAT TO BE, PEOPLE IN MY NEIGHBORHOOD. Excel.
FAMILIES IN ACTION - PART I  (Kt 39)
3 cassettes and 6 filmstrips with such
titles as: Let's meet some families,
families have needs, Families Work To-gether, etc.  
Exel.

FAMILIES IN ACTION - PART II  (Kt 40)
3 cassettes & 6 filmstrips with such
titles as: Families are different, 
Families have fun, Children go to 
school, etc.  
Exel.

Level II Filmstrip  (Fs 63)
Filmstrips: Helpers for our home; Help- 
ers for our school; How money is used; 
How money is handled; How people make 
a living; Where does father work; Where 
does mother work; Sharing responsibility; 
What a city makes; Learning to Cooper-ate.  
Exel.

I KNOW A ... SERIES  (Ek 266)
4 books in set: I know a Housebuilder, 
Telephone Operator, Truck Driver, Gro-
Exel.

LET'S GO SERIES  (Ek 332)
10 books about visiting places such 
as: Supermarket, Newspaper, Library, 
Rocket Base, etc.  
Exel.

LIVING IN THE COMMUNITY  (M 79)
Transparencies and ditto masters. About 
community workers.  
Exel.

MAKING PAPER  (W-284)
See Career Awareness

MONEY & BARTER  (Kt 188)
Part of series - Economics in the 
Home, School & Community 4 sound 
f.s., records & guide - Introduc-
tion, part 2 - Bank, Checking & 
Savings, part 3 credit cards, part 
4 currency. Other in Series: 
Economics Interdependence, Divi-
sion of Labor, Supply and Demand, 
Economics - Ownership, Distribu-
tion of goods and this one.  
Exel.

MOTHERS WORK TOO  (Fs 22)
6 filmstrips: My mother is a dental As-
istant, Waitress, Works in an office, 
Bank, Drugstore, etc.  
Exel.

OUR NEIGHBORHOOD WORKERS  (Kt 44)
9 filmstrips & 5 cassettes with titles 
such as: The Fruit & Vegetable Store, 
The Banker, The Watchmaker and Jeweler 
The Butcher, The Tailor, The Dairyman, 
Good 

OUR SCHOOL WORKERS  (Fs 25)
8 filmstrips on workers in 
schools, including: custodian, 
teacher, pupil, librarian, etc.  
Exel.

OWN-Neighbors (kt 12)
Records, teacher's resource 
unit, student activity books. 
Stresses interdependency.  
Exel.

OWN - CITIES  (Kt 205)
See Career Awareness

WEN AND BUILDING MATERIALS  (Fs 7)
Filmstrip on the title - usually goes 
with the "E" cluster box.  
Exel.

PARK RANGE  (M 31)
A booklet with pictures that may be 
reproduced for students to color in. 
tells about the work of a park ranger.  
Good
INTRODUCTION TO MEASUREMENT  (W-263)
see Economic Awareness

METHOD OF INCLUDING CAREER EDUCATION IN AN EXISTING READING PROGRAM  (W-282)
See Career Awareness

WORKERS AROUND US  (W-251)
see Career Awareness

ARTIST  (S-11)
Shoebox kit for primary children to try to imitate sketching, painting and coloring on paper. They are to choose their own colors - contains brushes, paper, water colors, crayons, pencils. No student directions. Washington Workshop 12/72

BASIC MEASUREMENT AND RELATED CAREERS  (W-261)
see Economic awareness

BEGINNING SOUNDS  (Bk 667)
Levels of A, B & C of materials in transp, workpage (ditto master) & teachers guide in notebook from for review. Designed to teach the ability to use the sound represented by the 1st letter in a word as an aid in identifying word as a critical skill in word recognition & work analysis. Excel.

BREAKFAST TEACHES  (W7-740)
see Appreciations and Attitudes

BREAKFAST TEACHES  (W7-741)
see Appreciations and Attitudes

BREAKFAST TEACHERS  (W7-745)
see Appreciations and Attitudes

COTTON  (W-150)
see Appreciations and Attitudes

ECONOMICS  (W-163-1)
see economic awareness

FOOD SERVICE WORKERS MUST HAVE CLEAN HANDS  (S-43)
see career awareness

INDEPENDENT ACTIVITIES  (BK 712)
Demonstration series (level 1 & 2) of a reading fundamental program available in preprinted master carbon units. Non-reading activities for readiness. good

MAIL BOX  (S-36)
see career awareness
PROTECTIVE SERVICES AS A PART OF THE WORLD OF WORK (W-132)
Unit planned to give student basic understanding of the personnel, materials, tools, opportunities, requirements & working conditions of this particular career areas cover provisions for K-3, & 4-6.

Mimeography

PHONICS & WORD ANALYSIS SKILLS (Bk 668)
2 parts of 1st grade level materials as demonstration set. Materials available as pre-printed master carbons. Look at auditory perception of sounds-consonants & the written symbols associated. Workpages are multiactivity. Teachers explanation for workbook are not adequate. Good.

RHYMING (BK 651)
Specimen set - 2 levels- of a series on the topic. Actual series comes as master carbon units for use. Very attractive, has instructions as well as samples. Excel.

THINKING SKILLS (BK 666)
1 demonstration copy each of 3 levels of a teacher work book available commercially as transparencies, ditto workpages & teachers guide. Works on vocabulary reasoning & organization skills essential for critical thinking. Excel.

VISUAL DISCRIMINATION (Bk 652)
Demonstration copies of 3 levels of a set of materials illustrating the transparencies & ditto worksheets looking at teaching likenesses & differences among work forms that are almost identical. Excel.

VISUAL - MOTOR SKILLS (BK 693)
Demonstration set of 2 books (level 1 & 2) for a Reading Fundamentals Progress Supplement. Actual materials come as pre-printed master carbon units. Excel.

VISUAL READINGNESS SKILLS (BK 692)
Demonstration set of 2 levels of a program. Master carbon pre-printed units-non-reading activities for eye-hand coord, visualization, pattern completion part-whole relationships, visuals discrimination, figure-ground relation & visual memory. Good.

Z ANERO (S-41)
See career awareness

GRADE 2

THE COWBOY (FS 72)
Filmstrip showing career awareness and employability skills the cowboy must have to succeed in his career. Good.

READING-THINKING SKILLS (BK 700)
(2 levels) 1st Reader Demonstration set-2 levels of 2nd grade series, samples of teacher's guide & ditto/transparencies masters. Excel.

Keeping the City Clean (Pt 49)
NEIGHBORHOOD
FRIENDS & HELPERS
(Pt 50)
Exel.

GRADE 3

CAREER EDUCATION IN MUSIC (W7-705)
See Career Awareness

CAREER EDUCATION PROGRAM (Kt 216)
Computer device with self-correcting light feature—individual use only. Plastic sheets fit onto board. Kit is comprehensive K-12. Book material includes bibliography teacher & student guides for K-6, 7-8 (middle) & 9-12 (secondary) as well as 12 grade data sheet book. Plastic sheets are in color & easy to read, Fascinating but heavy.
Exel.

CONSTRUCTION WORKERS (W-140)
See Career Awareness

COTTON GROWER (S-23)
See Career Awareness

CROSSWORD PUZZLES FOR PHONICS (Bk 665)
Demonstration copies of 4 books actual set is available in pre-printed master carbon units. Shows sample & guide-books cover vowels, consonants, blends & picture clues. Designed as a reinforcing device. Exel.

DENTAL UNIT (W-129)
See Career Awareness

EYE AND EAR TOOLS (W-202)
See Career Awareness

FILMSTRIP PROGRAM (FS 63)
Filmstrips: Helpers for our Home Helpers for our school; How money is used; How people make a living; Where does father work; Sharing Responsibility; How to handle money; Where does mother work; What a city makes; Learning to cooperate.
Exel.

HOW TO PLANT A TREE (S-14)
Kit with directions and illustrations on topic plus samples of materials—planter, peat moss, seeds and soil.

I WANT TO BE.... (BK 272)
Complete set of 49 books on varied careers.

LIVING IN THE COMMUNITY (M 79)
Transparencies and ditto masters. About community workers.

PHONICS & WORD-ANALYSIS SKILLS (BK 670)
Two Parts of demonstration set of materials. Teacher's guide & samples of presented master carbon units. Looks at work-recognition skills leading to independence in reading. Three kinds of activities are outlined—Independent, Extended, and additional.
Exel.

PHOTOGRAPHY PROGRAMS (FS 545)

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PAY THE CASHIER (Kt 126)
Suggested grade 3 & 4
a game for up to 4 players
to teach the different coins
and bills up to $10. Teaches
adding of bills, coins and
making change. Control of coins
difficult. O.K. for intended
purpose, but same objective
could be obtained with just
play money. Good.

PICTURE CARDS (S-21)
Project produced cards and
definitions for matching
(cards are 5 x 8 size)

SUPPLY & DEMAND (Kt 193)
4 f.s. - records & guidebook part 1
introduction, 2-home, 3-school,
4-community
Introduction give concept & other
3 f.s. build and develop on this.
Others in Series: Economics Inter-
dependence, Division of Labor,
Supply & Demand, Economics Owner-
ship, Distribution of Goods, Money
& Barter. Exel.

TO AN AIRPORT (Kt 43)
A cassette and filmstrip that describe
features of an airport such as: Control
tower, service hangars, loading and
preparing for take-off, etc. Poor tea-
cher's manual. Good

WHERE AND HOW PEOPLE WORK AND LIVE (Kt 202)
4 f.s and 4 records. Where in the world
do you live? From place to place, food
from farm to family, clothes from head
to toe. Concepts of economic interde-
pendence. Average length 70 frames.
Maps, vocabulary, activities, excellent guide.
Exel.
READING - THINKING SKILLS
(2 books) 2nd READER (Bk 701)
Demonstration copy - 2 levels
2nd grade series to help teach inference, organization, judgement, imagery & prediction. Examples to ditto master pages & teacher's materials. Exel.

READING - THINKING SKILLS (BK 702)
Level 3 (2 books)

A STUDY OF FORESTY AND RELATED CAREERS (W-269)
see Career Awareness

WATER RESOURCES (W-104)
see Career Awareness

WEAVING (S-70)
see Career Awareness

WHAT DOES A RECORDING ENGINEER DO? (S-42)
See Career Awareness

WOOD FINISHING (S-28)
Kit has 5 samples of wood, thumb tacks for testing hard or soft samples and different grades of sandpaper. Instructions for use of kit included.

ADVENTURES OF LOLLIPOP DRAGON (KT 129)
Suggested grades k-1 f.s./ cassettes & guides plus 1 coloring book. teaches such things as sharing, working together, avoiding litter, care of property taking turns and kindness to animals. Exel.
EARLY CHILDHOOD SERIES (KT 135)
Set of 30 books, 30 records 9 packages of study prints (in color photographs), 3 boxes of 3 f.s. & 3 records each) Suggested grade level K-2 Topics: Part I: About Myself; Part II: The World Around Me; Part III TALK-TI THINK-I Reason. Check-out time should be 4 weeks, as we only have the 1 set it will be 2. Different part for different levels. Exel.

GRADE 1

LIVING IN THE HOME AND SCHOOL (M 80)
Set of 12 color transparencies and 14 spirit masters to use in living in the home and school. Exel.

GRADE 2

CAR-LIFT (S-81)
Directions have teacher explaining how air pressure works then has an experiment for students using "pump" and mock-up lift for demonstration. Mounted pictures show other examples of air pressure principales.

HOME BUILDING UNIT (W-101)
see Career Awareness

WHAT DOES YOUR DAD DO (Kt 79)
See Economic Awareness

GRADE 3

COMMUNICATING W/ A COMPUTER VIA HARD MODE (S-34)
Kit has sample computer cards & a direction card on how to read the punches by column and row.
AVAILABLE FOR GENERAL CHECK-OUT

ECONOMIC EDUCATION GRADE I W 342
Exposes student to the personal and social justification of work and to the concept of money as a medium of exchange. Unit is built around occupation focus of goods and services. Refers to a separately packaged resource kit of supportive instruction materials. CCEM - C-75

ECONOMIC EDUCATION GRADE III W 341
This unit develops the student's understanding of the functions of our economics systems. Planning is personal financial management and career selection are expanded. Student will understand that economic capacity is implicit in career selection, etc. Need multiple copies of the resource packaged from the master. CCEM C/57

FATHER WORKS FOR FAMILY Fs 74Q
1958 copyright, color, silent Fs—rather short. Deals with different kinds of work fathers do. Long Filmslide

FIREMEN W 4165
The student will become aware of a fireman's duties and his role in the community. Involves a field trip and reading resources.

GRANDPA SAYS...SERIES C 115
7 cassettes (no written guide) each with stories with morals on honesty, helpfulness, told as though to small children by a grandparent. Education Sensory Prog.

HEALTH PROFESSIONS M 87
Part of a series of transparencies showing health in its total aspects in the community. Contains mounted transparencies, originals, guide, resource books. 3M Company

I CAN DO MANY THINGS C 120
Cassette and specimen student work sheets. Part of larger series designed to help improve self-image of primary students. Ed. Proj. Corp. Jackson, Mississippi

LEARNING ABOUT MONEY PT 52
16 posters of jobs, services and how money is used and how to work to get it, and it includes a teachers guide. Cook Publishing Co.

LET'S COOPERATE C 118
Cassette with student worksheets. (specimen set) Part of a larger series. No teacher's guide. Educational Projections Corporation

LET'S FOLLOW RULES C 119
Cassette with student worksheets. Cassette includes 60 rules. Educational Projections Corporation

MAILMAN S 103
Primary "Mail Distribution" exercise color coded—9 letters to distribute.

PEOPLE WHO WORK OUTDOORS Fs 3
Slides of local people working outside. Typed listing of job titles is only guide. About 25 slides. Eastman Kodak Co.

READING, WRITING, NUMBERING W 346
By looking closely as 3 basic skills the student and others use at school, at home learner becomes aware of the fact that the skills he is acquiring in school are relevant to those required in everyday life. Some AV equipment is needed. Very complete. RCU 8-805 B

SCHOOL SKILLS NOW AND LATER W 340
Unit is designed to extend students recognition that school experiences are relevant and helpful in daily life, both in and outside the classroom. Especially looks at verbal and non-verbal communication focuses primarily on school personnel. Uses some outside resources. CCEM - C/70

A-3
SOCIAL SCIENCE W7 770 (2)
Goal: The purpose of these activities is to develop an awareness of what is required for human beings to get along with each other. Ties in W S Studies Utilizes WACOP media. Includes poems activities and enrichment sources. WACOP

TOOLS FOR TOIL W 325
"K" Exploring all types of tools and who uses them from caveman to current. Emphasizes school; community workers and consequences of the tools applications. RCU

TRUCK DRIVER S 94
Shoebox with model truck, simple laminated map and activity cards. Activities center mostly around figuring the number of miles from one location to another. WACOP

WHO CAN SET THE TABLE? S 108
Objective: To learn how to set the table properly. Tablecloth with outlines, apron, dishes and accessories included.

WHAT DO WORKERS DO? W 330
Second grade teacher's guide suitable all subject areas. Varied activities from art to vegetables, geographic influence on all occupations includes Vocab. development. RCU.

WORK & PLAY KT 171
Single filmstrip and cassette. No written guide. Contents emphasize the need for work and for leisure in the process of living. Eyegate

WORKERS FROM A-Z W 337
Booklet of student materials master copies for use with the DEVISE program. Each page is an activity independent of previous or following pages.

SONG FOR THE FLANNEL BOARD M 110
8 sheets of flannel board characters and objects; record with 5 songs and teacher directions. Lessons include: Fun in the Park; Our School; Store: Doctor: Policeman: Our Fireman: Included printed sheet of songs. Teaching Tools

DEMONSTRATION COPY ONLY (available on limited checkout)
INTERMEDIATE 4-6

Career-Awareness

GRADE 4

CAREER AWARENESS (W7-709)
Brief activities for grade 4 in developing career awareness. Relates to activities to scales 19 & 2 - gives ideas. Handwritten.

CAREERS & YOU, I (W-250)
1st 9 lessons help develop a cognizance of how occupations are categorized into 5 major areas. Reviews Goods or Services than branches into 5 areas. Later lessons zero in on student interests & abilities & finally how school related to life outside the classroom. 21 hrs., print copy.

CAREER ED IN ACTION (W-149)
2 Units in package. Goal of unit is to develop an awareness of the wage earner's occupation & his importance to the family. Second unit - To classify various careers into groups based upon similarity of career performance. Original type. 5-40 min. periods/2-40 min. periods.

CAN YOU WORK AS CAREFULLY AS A PALEONTOLOGIST? (S-228)
Kit contains instructions, answers & supplies including a small pick, paint brush, tissue, paper bag & "fossil dirt" complete with fossils.

CARPENTER (S-44)
Folder has data on job requirements and what they do. Kit has actual tools - saw, plane, ruler, miter, mallet, pliers, level.

CLASSIFYING CAREERS (W7-765)
A 4th grade unit on career awareness, classifies careers into groups based upon similarity of career performances. 1 page 45 min. Typed original.

COMPUTER PARTS PICTURES (Pt 60)
Set of 3 color pictures (14x17) of animals made of computer parts. Good for art or for discussion of technology. Bull, eagle & St. Bernard.

CONSTRUCTION OCCUPATIONS CLUSTER (W-218)
Unit has all data and sheets suitable for retyping for unit including field trip and class speaker guides. Pre test included.

HAND PUPPETS (W7-704)
A career awareness instructional unit for grades 3-6 utilizing hand puppets and plays. Directions for making puppets and ideas for using them.

INTERIOR DECORATING UNIT (W-105)
In this day of technology, mass-production & specialization it is easy to forget that color & design go into almost everything we see or touch. Unit is outline sketch. Great deal of teacher preparation time required. Mimeo copy.

LEVEL 1 FILMSTRIP PROGRAM (Fs 62)
12 filmstrips about business, manufacturing, and workers.
LIBRARIAN, ETC (W7-767)
A 4th grade instructional unit on career awareness of a librarian, career orientation to a chosen occupation, and economic awareness of taxes and family finance. Includes samples of handouts, tests, bibliography, vocabulary. Original type and ditto.

MAIL CARRIER (S - 6)
Shoebox prototype - activities include using route map to figure route stops. Letters are to be sorted into slots (provided both slots and letters). A quiz follow-up activity is included.

THE NEWSPAPER (W7-766)
A 4th grade instructional unit on career awareness of the newspaper industry. 9 each, 45 min. ditto copy.

NEWSPAPER-WANT ADS DEPT. (S-9)
Kit (Shoebox prototype) contains instructions for filing want ads under appropriate columns. Gives the ads and 5 column cards. Tired to take 4 minutes per student. Washington Workshop 12/72

PEOPLE WHO MAKE THINGS (Kt 217)
4 filmstrips, 4 cassette tapes, discussion guide. Aircraft assembler, Chef, Model Builder.

PEOPLE WHO WORK IN SCIENCE (Kt 132)
Filmstrip and cassettes about a recording engineer, lab technician, ocean scientists, etc.

PRINTING INDUSTRY (W-135)
Communications in graphic forms. Emphasis is on setting up and running of student newspaper with role playing of individuals within this organization. Print copy.

SEAMSTRESS TOOLS (S-79)
Box has needles, measure, buttons felt, etc for practice including reading catalogs, following directions, working problems and practice sewing. (CONSUMED MATERIALS MUST BE REPLACED)

SIMILAR CAREER WORK (W7-747)
Fourth grade instructional units on career awareness and job interviewing. "Have chosen a career students will be able to list in writing & discuss orally at least 3 alternatives based upon similarities of career work performances". 30 lessons-30 min. Small group each. Xerox copy.

SKILLS FOR TOMORROW (W-166)
Primary intent of the unit is to help the learner's personal achievements and his interaction with the school environment. 4 major topics and goals. 20 performance objectives.

SO YOU WANT TO BE A COWBOY (S-25)
Directions give student interest check list; kit discusses brands and their functions, has mockup of corral, a brand quiz and directions to make an original brand.

TRANSPORTATION WORKERS (W-106)

WEATHER (W-726)
Objective is to stimulate children to gain & seek further scientific knowledge regarding weather and weather forecast by studying the occupations related to weather. Geard for a "developmental learning class." Mimeo copy.

WEATHER UNIT (W-120)
Study of weather as a tool for math appreciation and utilization. Also ties unit to Science, LA and Art.
ABC's OF FILING (S-24)
5 x 8 cards made up with names to alphabetize divisional cards, check sheet and rules card for students experience.

AIR AGE MATERIALS (Kt 201)
Kit contains-plastic model plane, teacher's notebook, color photographs and charts, materials on clouds, engines, film order forms. Booklets on flying (6 titles) and maps. Very Attractive display when set up.

AVIATION (W-110)
Unit to acquaint students with aviation in order for them to see the job opportunities open in this career field. Good activity tie-ins with 3 R's curriculum. 6 - 9 weeks

BE A TRAVEL AGENT & PLAN TRIPS (S-89)
Inventory of maps, time tables, pencil, brochures, teacher & student directions & inventory pad. Has student problems and answers to check skill.

CARD CATALOG (S-26)
10 author, 10 title & 12 subject card samples to be filed. Box is set up with internal divisions and directions in the top.

CAREER AWARENESS (W7-725)
Suggested activities for 5th grade. Based on Littleton school programs.

CAREER AWARENESS-ARTS (W-256)
Unit is intended to arouse in the student an awareness of the impact of self-development and social involvement while investigating careers in the arts. Some lessons require extensive preparation by teacher 20 hr. 30 min.

CAREER EDUCATION & TOTAL (W7-714)
Occupational reports, parents occupations. Report of how this teacher used activities in S.S. related to 11 IOAT scales.

COMMUNICATIONS (W-133)
Communication careers offers the teacher an opportunity to introduce students to a variety of careers which easily integrate into basic skill instruction. Ideally suited for core teaching efforts.

COMMUNITY HELPERS CROSSWORDS (M 7)
Suggested grade 3-6
8 puzzles & 1 set of markers per box-plastic coated 8½ x 11 paper. Check-out time- 2 weeks (Exel)

FAMILY WORKERS (W7-718)
Instructional unit beginning with parents occupations including a password game as an evaluation method & role play activities.

GROWING WITH RESPONSIBILITY (W-203)
No release. Identify home, school or play tasks in which learner participates, how do these tasks benefit others, identify the rights & responsibilities of the learner at school and home, discovery of performance standards for these tasks and the world of work.

HOW TO MAKE PAPER BY HAND (M 103)
10 envelopes - each contains pamphlets and screen and direction on how to make paper. Excellent classroom project. Requires preparation by someone to build "equipment" or collect materials. Envelope semi-consumable. Only 1 sent per teacher.
INSTALL PISTON RINGS (S-39)
Kit contains description of job, employment bulletin, piston, rings and ideas to be learned.

JOB FLASHES (S-78)
Set of Flash cards dealing with the world of work - job titles, training needed for jobs, job types based on physical requirements, math ability, etc.

JOB GEOGRAPHY (W7-764)
Unit on environment-connected occupations integrated into geography. Very extensive; original photographs included.

PEOPLE WHO INFLUENCE OTHERS (Kt 218)
4 filmstrips/4 cassettes titles - overview, model, creative director and county agent. All are based on concept of we all influence others in some way but certain jobs are built on this ability. No written guide. Good

PEOPLE WHO MAKE THINGS (Kt 217)
Part of Career Discoveries Series 4 filmstrips and cassettes - overview. Aircraft Assembler, Chef and model builder are examples, f.s. interview people on the job relating his work to what he likes to do - shows people using their tools of the trade and in their work environment. Good

PEOPLE WHO ORGANIZE FACTS (Kt 200)
4 f.s & cassettes one on people who organize facts (overview) - then in depth at Bakery Forewoman, automotive researcher & TV Sports Editor. Excel.

PEOPLE WHO WORK IN SCIENCE (Kt 152)
4 cassettes, 4 filmstrips.
Discussion Guide Presents Job Clusters to which students can relate.

PILOT & CO-PILOT (S-8)
Topic: airport, airplane parts, weather, cockpit controls & instruments, types of planes. Contains models, pictures, instructions, charts & activities for each of 5 areas.

POLICEMEN UNIT (W-128)
Unit to enable students to become aware of the wide range of occupations that are associated with the broad cluster protective services.

PROTECTIVE SERVICES AS A PART OF THE WORLD OF WORK (W-132)
Unit planned to give student basic understanding of the personnel, materials, tools, opportunities, requirements & working conditions of this particular career areas. Provisions for K-3 & 4-6.

SCHOOL STORE UNIT (W-119)
Children will become aware of processes, procedures, operations, and skills, necessary to operate a school store.

SEWING BOX (S-32)
Large cutouts are mobile, Barbie doll characters, pattern sample included. Directions for how to do an interest center corner. Suggest check out with Be a Fashion Designer & Careers in Sewing shoeboxes ...

SKIN DIVING (W7-762)
Unit on career awareness in skin diving. Includes copies of related materials and transparencies.
TELEPHONE: A COMMUNICATION THAT HELPS US (W-124)
The telephone industry is the nerve system of the nation and employs about 800,000 people. This exploration unit ties in with all the curriculum basics.

TELEVISION UNIT (W-122)
Unit will provide the students an opportunity to gain some practical knowledge and experience in the use and development of today's industry.

TIE-DYE ART (S-52)
Kit has instructions, materials and miniature samples to do a tie-dye "shirt". Consumed parts must be replaced.

WORK ROLES (W7-763)
To acquire a realistic view of working roles; all careers have advantages & disadvantages. Has samples of student problems.

BE A FASHION DESIGNER (S-53)
Objective is to use fashion catalog and observe clothing design, make a tissue paper pattern for the dolls included & then use the bolts of material and tools to make a design. Must replace used-up parts.

CAREER AWARENESS-ART (W-168)
Unit to develop the student's ability to related his personal development and social awareness to careers in the fine arts.

CAN THE SCIENTIST (Fs 15)
3 filmstrips: Can the Biologist Meet the Demand, Can the Physicist-Engineer Strike a Balance, Can the Chemist Renew the Supply. More Science than Career.

CAREERS IN INDUSTRY I: BUILDING CONSTRUCTION (W-253)
The purpose of the unit is to provide students with useful experience in the construction industry and with the knowledge of a group of occupations, essential to almost every community in the country. Designed for student participation in hands-on simulations. 25% hours.

CAREER INFORMATION MEDIA CENTER (W7-753)
Counselor in an elementary school developed this material and tried it out in grades 4, 6 and small groups.

FLUSH TOGGLE SWITCH (S-55)
Kit consists of 2 toggle switches and a bulb. Studies electric current includes screwdriver and all parts. Career Awareness-Government and Law Enforcement (W7-755)
A unit on career awareness of government careers and law enforcement careers. Uses role playing. 3 45 min. periods.

HOME CONSTRUCTION IN ARIZONA (W-287)
Goals range from: awareness - occupational success requires competencies and performance standards to awareness of changing community needs. References to WACOP media and has activities and other data needed to teach unit included visuals and tests are also included.

INTERMEDIATE BOOK COLLECTION (Bk 581)
Describes varied careers available in Medical, Astronautical, Banking, Banitatun and Electronics Industries.
MAKING AN EXTENSION CORD  (S-50)
Kit has complete directions, pliers, screwdrivers, and sample wire and plug included and labeled. Plan to replace consumed materials.

MAKING STAPLE SOLUTIONS  (S-73)
Kit has baking soda, salt, starch, vinegar, spatulas and glass bottles. Directions tell how to mix. Must replace used items.

MEASURING  (S-64)
"There are many times when a scientist MUST measure correctly" Teaches the use of linear ruler. Has directions, quiz cards, rulers and test items.

PEOPLE WHO HELP OTHERS  (Kt 153)
Filmstrips and cassettes about people who help others.

PHOTOGRAPHY  (W-123)
Unit requires photography equipment to implement fully, as well as access to a dark room. Very detailed in scientific tie-in portion of unit. Could tie-in with S-77.

THE PHOTOTECNOLOGIST  (W-316)
Performance objective: Given a roll of exposed film the student will correctly process the film into printable negative images using the time temperature method of development. 1 hour. Original at RCU.

SKUNK FARMING  (W-280)
Since it is illegal to have a wild skunk, pet skunk must come from a registered skunk farm. Thus, a need for skunk farming is created. Has activities and evaluation factors in unit. Needs set of slides - ditto copy. 5-7 day unit.

SO YOU WANT TO BE A STAR  (S-38)
Inventory of practice pantomime cards, monologue for memorizing, instruction cards & record keeping materials.

WHAT'S MY LINE?  (W-293)
Designed to help students learn that natural resources are used by man to create various forms of economic wealth & that this wealth is dependent upon the availability of our natural resources. 60 minutes per goal - 4 goals.

Self-Awareness

GRADE 4

CAREERS & YOU, I  (W-250)
See career awareness

LEARNING TO GET ALONG  (W-309)
Designed as a means of developing self-awareness of the feelings for others in the peer group as a means of learning to get along with other. Has evaluation check sheet. Original at RCU.

OPERATION BRIDGE: SELF-CONCEPT, LA, MATH  (W-111)
Concept: a realistic and good self-image is fundamental to correct occupational choice & satisfaction. Packet for this grade level-teach includes activities and prototypes of student materials. Xerox copy.

SKILLS FOR TOMORROW  (W-166)
See career awareness
GRADE 5

CAREER AWARENESS-ARTS (W-162)
To help students from all cultural and economic backgrounds discover the man and varied career opportunities in the fine arts. Look at life-styles, tangible & intangible rewards, skills, tools used in fine arts careers & decide whether these correspond with his personality & self-concept.

SELF-INTERESTS & OCCUPATIONAL CHOICES (W-315)
45 minute activity based on a teacher produced bulletin board followed by discussion & evaluation the next day. Original at RCU.

GEOGRAPHY & TRAVEL AGENTS (W-286)
Travel agency personnel use geography in their everyday life. People that work in a travel agency have to know customs, etc. of different countries.

GROWING WITH RESPONSIBILITY (W-203)
see Career Awareness

POLICEMAN UNIT (W-123)
see Career Awareness

VALUES TO SHARE (Bk 553)
Set of 5 student and 1 teachers ed. Reading text. Stories on values and appreciation. Poor

OPEN ENDED STORIES (Kt 78)
5 filmstrips & records: The Painting, Open Gate, New Building, Purse, Warning Blinker, Values and attitude builder. Excel.

HOW DO YOU FIT? (W-200)
9 units and 30 minutes. Primary intent is to help the learner understand that tasks are accomplished both individually and by groups and that certain adjustment skills are necessary to complete a task successfully.

SKUNK FARMING (W-280)
See Career Awareness

VALUES TO LIVE BY (Bk 555)
Set of 5 student and 1 teachers ed. Reading book for grade 6 with stories on values and attitudes. Color illustrations. Specimen series available. Poor

GRADE 6

CAREER AWARENESS - ART (W-168)
see career awareness

CAREER INFORMATION MEDIA CENTER (W7-733)
see career awareness

Appreciations And Attitudes

GRADE 4

INDIAN LORE (ph 554)
Indian unit with activities, design for costume, games, songs, equipment, masks, etc. Ditto copy.

INTERIOR DECORATING UNIT (W-105)
In this day of technology, mass-production & specialization it is easy to forget that color & design go into almost everything we see or touch. Unit is outline sketch. Great deal of teacher preparation time required. Mimeo copy
NEED A FRIEND, (S-40)
Teaches how to find fiction books by recognizing they are filed alphabetically by author's last name. Kit has book jackets and pretend book shelf, name cards for books and authors - has answer sheet and follow up activity.

OWW-REGIONS OF THE US. (Kt 208)
Specimen set for 4th grade S.S.
Kit h-s teacher's resource guide
teacher's copy student manual & hardbound text. Units & regions made by nature, regions made by man's work, regions made by culture, regions made by government, regions made by problems. Lovely chapter on 4 Corners of Arizona. (Exel)

FAMILIAR CAREER WORK (W7-747)
See career awareness

TRANSPORTATION WORKERS (W-106)
See career awareness

TWO SIDES TO EVERY STORY (Fs 23)
3 filmstrips: Have You Wanted to Be Alone, A Place in the Family, Is Anyone to Blame, Have You Felt Hurt.

GRADE 5

CAREER AWARENESS-ARTS (W-162)
See Self-Awareness

COMPUTER PARTS PICTURES (Pt. 60)
Set of 3 color pictures (14x17)
of animals made of computer parts. Good for art or for discussion of technology bull, eagle & St. Bernard.

GRADE 6

OWW-THE AMERICAN WAY OF LIFE (Kt 210)

SKIN DIVING (W7-762)
See Career Awareness

VALUES TO SHARE (Bk 553)
Set of 5 student and 1 teachers ed. reading text. Stories on values and appreciations. Poor

WORK ROLES (W7-763)
See Career Awareness

ATTITUDE BUILDERS GROUP 2 (Pt 43)
6 posters and metal frame holder. Cartoon style and in poor color. Poor

CAN THE SCIENTIST (Fs 15)
3 filmstrips: Can the biologist meet the demand, Can the physicist-Engineer strike a balance, can the chemist renew the supply. More science than career. Good

CAREER INFORMATION MEDIA CENTER (W7-733)
See career awareness

FAMOUS QUOTATIONS SET (Pt 41)
30 quotations in metal frame holder. Inspirational in nature. Not career ed media. Good

LEARNING/SUCCESS (Fs 68)
NEW YORK LIFE INSURANCE BOOKLETS
(M 10)
Set of 90 leaflets, each on a career. Free

ON PRIVACY
(Bk 673)
Set has casebook, curriculum, guide for teacher education, and lesson plans. Part of State Bar of California's project on Law in a Free Society. Materials cover K-12 activities on concept of privacy in our society.

VALUES TO LIVE BY
(Ek 555)

WORLD OF CONSTRUCTION
(Bk 172)
Sample of text, lab manual and teacher's manual.

Decision-Making

GRADE 5

ATTRIBUTE
(W-192)
see skill awareness

CAREER AWARENESS-ARTS
(W-162)
see Self-Awareness

WHAT TO DO?
(W-204)
No release. Primary intent is to help learner understand the basic steps in decision making and problem solving and to acquaint the learner with some of the factors that affect the way he makes decisions.

GRADE 6:

CAREER INFORMATION MEDIA CENTER
(W7-733)
see career awareness

HOW DO YOU FIT
(W-200)
see self-awareness

Economic Awareness

Grade 4

AIRPORT WORKERS
(Fs 1)
Set of slides with script and guide.

BIG CITY WORKERS
(Kt 77)
1 filmstrip & record form the series, "Life in the Big City". Shows wide variety of careers.

CAREER ED IN ACTION
(W-149)
See career awareness

A CASHIER MAKES CHANGE
(S-20)
No copywrite release. Shoebox kit programmed to teach child the process of making change. Kit includes instructions, money bag, till, and tax chart. Self scoring and progressively more difficult.

COMMUNICATION
(Kt 26)
3 captioned filmstrips in color covering the whole area of communication such as: books, motion pictures, radio, telephone, etc. No guide.

COMMUNITY SERIES
(BK 336)
3 titles from social studies series. My Family & My Community, Communities Around the World, My Community & Other Communities. Excellent Social Studies (Exel) Unit. Map Skills.
LIARS & SENSE  (Kt 138)
For f.s. & records on economic awareness. Titles: How Money goes around, Different Kinds of Money, How Budgets work, How Money Made, How we Borrow Money, How these Work. (good)

THE STORY OF CHECKS  (M 68)

SRA NEWS LAB  (Kt 209)
SRA kit to be utilized with daily newspaper. Good

SYSTEMS IN OUR CITY  (Fs 19)
Provides information about the various service systems of the city. 7 filmstrips with such titles as: Getting Goods and Services, Gas, Manufacturing, Electricity, Postal, etc. Shows consumption & production. Better to utilize into smaller units. Career Awareness (Exel)

TRANSPORTATION  (Fs 20)
8 filmstrips that present the major means of transportation within and between cities. Titles such as: Trains, cars, Airplanes, Elevators, etc. (good)

TYPES OF CITIES  (Kt 25)
8 filmstrips about different types of cities such as: Commercial, fishing, Mining, Capital, Manufacturing, Resort, Suburb, Market. Shows establishment & growth of other industries - inter relationship. (Exel)

WORKERS FOR THE PUBLIC WELFARE  (Fs 9)

INDICATIONS FOR OCCUPATIONAL PLANNING  (Kt 4)
Of 5 filmstrips: Who are you, What is school, What is a job, What do I like to do, What are job families. Exel.

T'S GO SERIES  (Bk 332)
Books about visiting places: supermarket, newspaper, library, rocket base, bakery, etc. (good)

GOVERNMENT & HOW IT WORKS  (Fs 12)
Filmstrips: What is a President, What a Congressman, What is a Mayor, What a Governor. Good presentation in easy to understand language. Exel.

W - REGIONS OF THE U. S.  (Kt 208)
See Appreciations & Attitudes

ARK RANGER  (M 31)
Booklet with pictures that may be reproduced for students to color in. It tells about the work of a park ranger. (good)

PETTY CASH  (S-19)
Shoebox kit has cash, record file, instructional cards on what a petty cash fund is and a set of student directions cards. Program format.
WORKING IN U. S. COMMUNITIES - GROUP I

Grade level 3-5. F.S. & Cassettes.

Designed to introduce simple economic concepts. Students go on visits to 4 communities throughout the U. S., including Flagstaff. Points out history and geography influences the kind of business that develop in a particular area.

2 week check out

UNIT ON BANKING (W-125)

Knowledge about some of the fundamental banking services is highly desirable & with our rising standard of living, it may soon become indispensable in today's complex world.

BOOK JACKETS (M 32)

Jackets from books on career titles for bulletin board display.

CAREERS POSTER SET (Pt 44)


ECONOMICS IN OUR WORLD (Kt 197)


GEOGRAPHY & TRAVEL AGENTS (W-286)

see Self-Awareness

JOB FLASHES (S-78)

Flash cards in a box with directions for students use. Three types of cards match pictures to definitions, tools with jobs, people with titles of jobs.

ALL ABOARDS, LET'S GO (G 108)

Set of 8 cassettes such as: Visiting a farm, Computer Center, Skyscraper, Steel Mill, etc. No guide. Should list all "visits" and have accompanying filmstrips.

Grade 5
CITIES
filmstrips & records, teacher's resource unit, student activity booklets - check it out 4 weeks. Economic concepts stressed. Money should be brought up to date in workbook.

THE AMERICAN WAY OF LIFE

Y DAY
It contains signature card from bank, sample check, check register, deposit slips & sample monthly statement. Covers opening an account, through balancing the checkbook.

WITH SALES
release. Intent of unit to develop in the learner a basic awareness of selected economic principles: budgeting and investment procedures.

Fiction Collection
book set - 2 of the Young Scientist series.

TYPES OF CITIES
captioned filmstrips - each one covers a city type and why it is unique such as: Suburb, Market, Resort, Manufacturing, Mining, etc. No guide.

WORK KIT
it containing 400 job briefs in story form at 5th grade reading level. Organized by work with people, ideas, or things and by educational level needed. as filmstrips and Junior Guidance booklets. New edition in the fall that will have occuscan.

WOW - GRADE 5
4 filmstrips & records: Electrical Workers, Gas & Oil Workers, Raw Steel to Rolling Wheels, Telephone Workers.

CAREER INFORMATION MEDIA CENTER
see career awareness

CAREERS GAME
Game for up to 6 players - need good vocabulary to understand such terms as: junket, salary, wildcat strike, convention, donate, etc. Good

FAMILY ECONOMIC AWARENESS
Three page unit with extensive objectives, 5 activity ideas and media suggestions. Designed for migrant students.

HEATH KIT
Electronic workshop for hands on experience to stimulate career awareness in both boys & girls.

HOW TO MAKE AND READ MAP LEGENDS
Cards explain terminology and how to do legends on maps. Kit includes crayons, ditto samples, pencil & blank graph paper for student production. Plan to replace used materials.

PLANNING A BUDGET
Card play - directions for planning a budget and cards for each category with $ amounts to juggle.
Socioeconomic Groups (W-236)
Purpose of use is to help students understand the principle that specialization creates an interdependent society. 3 40 min. periods.

Construction Occupations (W-218)
See career awareness

How to Make Paper by Hand
10 envelopes—each contains pamphlets and screen and directions on how to make paper. Excellent classroom project. Requires preparation by someone to build "equipment" or collect materials. Envelope semi-consumable: Only 1 sent per teacher. (good)

Interior Decorating Unit (W-105)
See app. & attitudes

Mail Carrier (S-6)
See career awareness

Newspaper—Want Ads Dept. (S-9)
See career awareness

Petty Cash (S-19-)
See economic awareness

Phonics & Word Analysis Skills (Bk 671)
Part 1 & 2 demonstration kit only. Multi-activity workpages designed to help with word-recognition skills. Emphasis given to syllabication, prefixes, suffixes, word meanings, and application of skills. Good for intended use, but not career ed. material. (good)

Printing Industry (W-135)
See career awareness
READING–THINKING SKILLS  (Bk 703)
Demonstration set of levels 4–14
covers multiple meanings, analogies, judgments, reasoning as well as other concepts. Actual series has teachers guide ditto masters. Good for intended use, but would consider our of career education area. (good)

SEAMSTRESS TOOLS  (S-79)
See career awareness

SO YOU WANT TO BE A COWBOY  (S-83)
See career awareness

SPANISH COMMUNITY HELPERS  (Kt 203)
Filmsstrips and cassettes on various occupations. Excellent for grades 2-4 if student can read spanish.

STORY OF BREAD  (W-285)
The student will become aware that 3R's are important to get a loaf of bread. Unit has student materials prototypes included. Original type

TOOLING AROUND  (W-164)
Primary intent is to develop skill awareness, beginning competency and safety behavior with selected tools, equipment, and materials in the world of work. 3 major goals & 19 performance objectives.

TOOLING AROUND  (W-201)
No copywrite release. Ten hour unit for 4th graders. Designed to develop skill awareness, beginning competency, safety behavior with selected tools, equipment, and materials in the world of work. Complete instructional unit.

WEATHER  (W-126)
See career awareness

WEATHER UNIT  (W-120)
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ENVIRONMENT EDUCATION  (Bk 691A)
Set of 5 books designed to assist in teaching environmental pollution control grades 4-6. Activities, resource guides & catalog from new project.

HOW TO BE A CARTOONIST  (S-35)
Directions & techniques for developing a cartoon. Kit has actual material for production as well as details on how to do and samples of completed product.

INSTALL PISTON RINGS  (S-39)
see Career Awareness

JOB FLASHES  (S-78)
see Career Awareness

NEWSPAPER  (S-12)
Preparing a newspaper for print. Contains directions & a self-test.

NEWSPAPER INDUSTRY  (W-103)
During the course of studying various careers, we decided to plan and produce a class newspaper as a culminating activity. Three newspapers outlined. Ties in well with history lessons.

PEOPLE WHO INFLUENCE OTHERS  (Kt 218)
4 filmstrips/4 cassettes titles—view, model, creative director and county agent. All are based on concepts of we all influence others in some way but certain jobs are built on this ability. No written guide.  good

PEOPLE WHO MAKE THINGS  (KT217)
Part of Career Discoveries Series. 4 filmstrips and cassettes—view. Aircraft Assembler, Chef and model builder are examples, f.s. Interview people on the job relating is work to what he likes to do—how people using their tools of the trade and in their work environment—good

PHONICS & WORD ANALYSIS SKILLS  (Bk 672)
2 books (Part 1 & 2) Demonstration set only. Program of worksheets (ditto master) & manuals for teachers, designed to help child. Develop word recognition skills that will enable them to meet the ever-increasing demands of intermediate grade reading in all subject areas. Spec. attention given to dictionary & glossary skills.  good

PILOT & CO-PILOT  (S-8)
see Career Awareness

READING-THINKING SKILLS  (Bk 704)
Demonstration set—actual series of 2 levels has ditto masters & teacher's guide.

SCHOOL STORE UNIT  (W-119)
see Career Awareness

TELEPHONE: A COMMUNICATION THAT HELPS US  (W-124)
see Career Awareness

TELEVISION UNIT  (W-122)
see Career Awareness

TIE-DYE ART  (S-52)
see Career Awareness

T-SQUARE KIT  (S-4)
Prototype of tools, drawing board, T-square, triangles, ruler, etc. Problems outlined and a test-yourself section.

BE A FASHION DESIGNER  (S-53)
see career awareness
BOLTS! (S-3)
A kit of nuts and bolts. Exploring kinds, uses, sizes, types, drawings and skills related to the use of these materials.

CAN YOU BE AN ELECTRICIAN (S-80)
Kit has wire, light bulbs, screws, push button, board, battery and screw driver. Directions for constructing the circuit are included. (return disassembled)

CAREER INFORMATION MEDIA CENTER (W-733)
see career awareness

CAREERS IN INDUSTRY I: BUILDING CONSTRUCTION (W-253)
see career awareness

FLUSH TOGGLE SWITCH (S-55)
see career awareness

HOW TO MAKE AND READ MAP LEGENDS (S-30)
see economic awareness

MAKING AN EXTENSION CORD (S-50)
see career awareness

MAKING SIMPLE SOLUTIONS (S-73)
see career awareness

MEASURING (S-64)
see career awareness

NAILS - CARPENTRY (S-5)
Shoebox on carpentry/construction occupations. Inside cover is a code of nails found in the kit. Practice nails are provided. Concepts: Men going into carpentry must know the various types of nails to use for the various jobs to be done on the construction site.

ON PRIVACY (BK 673)
Set has casebook, curriculum guide for teacher education, and lesson plans. Part of State Bar of California's project on Law in a Free Society. Materials cover K-12 activities on concept of privacy in our society.

PHOTOGRAPHY (W-123)
see career awareness

ROCK GARDEN OF ARIZONA (S-7)
Program unit of learning which uses rocks - leading in interest to geologist career. Contains 7 types of rocks and instruction sheet.

THE PHOTOTECHNOLOGIST (W-316)
See Career Awareness

WHAT'S MY LINE? (W-293)
See Career Awareness

Employ-Ability Skills

FOUNDATIONS FOR OCCUPATIONAL PLANNING (Kt 4)
Set of 5 filmstrips: Who are you, What good is school, What is a job, What do you like to do, What are job families.

IMPLICATIONS OF WORK (W-289)
The student will become aware of the implications of working with or without supervision, independently & with others; and of finding occupations enjoyable to him because of interest and ability. Uses story writing & role play techniques. Illustrated by original sketches. Original type, 6-60 min. per.
WATER POLLUTION CONTROL AGENT
(S-2)
Shoebox prototype, project produced. Box contains materials for practice reading materials and thought problems.

CAREERS & YOU, I
(W-250)
See career awareness

OUR GOVERNMENT & HOW IT WORKS (Fs 12K)
4 filmstrips: What is a President, What is a Congressman, What is a Mayor, What is a Governor. Exel.

OUR NEIGHBORHOOD WORKERS (Kt 44)
9 filmstrips and 5 cassettes with titles such as: The Fruit & Vegetable Store, the Banker, the Watchmaker and Jeweler, the Butcher, The tailor, the Dairyman etc. More background than career education (good)

JERRY WORKS IN A SERVICE STATION
(Bk 626)
Book & manual - books paperback. Example of the Pacemaker. Story and exercise after each chapter.

GRADE 5

SO YOU WANT TO BE A STAR
(S-38)
See career awareness

GRADING FOR OCCUPATIONAL PLANNING
(Fs 18)
8 filmstrips that provide information about some of the ways that agriculture and industry produce goods used to satisfy wants and needs, with such titles as: Manufacturing Clothing, Dairy & Beef Cattle, Building Houses, Vegetables & Fruits, etc. (good)

FOUNDATIONS FOR OCCUPATIONAL PLANNING
(Kt 4)
Set of 5 filmstrips: Who are You, What Good is School, What is a Job, What Do You Like to Do, What Are Job Families. Exel.
NEW YORK LIFE INSURANCE BOOKLETS

Set of 90 leaflets, each on a career. Free from New York Life Insurance Company. Good.

ON PRIVACY

Set has casebook, curriculum, guide for teacher education, and lesson plans. Part of State Bar of California's project on Law in A Free Society. Materials cover K-12 activities on concept of privacy in our society. Good.

PEOPLE WHO MAKE THINGS

Part of Career Discoveries Series 4. Filmstrips and cassettes - overview. Aircraft Assembler, Chef and model builder are examples, f.s. interview people on the job relating his work to what he likes to do - shows people using their tools of the trade and in their work environment. Good.

SCIENCE: DOORWAY TO DISCOVERY


CAN YOU BE AN ELECTRICIAN

See Skill Awareness, Beginning Competence

CAREER INFORMATION MEDIA CENTER

see career awareness

WORKERS FOR THE PUBLIC WELFARE


WORKERS - MEDIEVAL & TODAY

Goal: To recognize that many occupations relate to one another and each occupation there have avenues for growth and development, realizing that career clusters had their beginning even in medieval times. Good.

REERS GAME

For up to 6 players - need good vocabulary to understand such terms as: contract, salary, wildcat strike, convention, rate. Good.

REERS POSTER SET

9 cartoon posters in metal frame holder in color. Titles like, Career Possibilities for Those Interested in Math. Good.

HEALTH KIT

Electronic workshop for hands-on experience to stimulate career awareness in both boys & girls. Excel.
AVAILABLE FOR GENERAL CHECK-OUT

ALIVE Bk 610
Paperback booklet with text and program answers for self-analysis. Bruce Publishing Company

ATTITUDES & TASK COMPLETION W 271
Paperback about doing things at work that could be beneficial to others and your attitudes. CCEM

BIG BAD, BUG BONANAZ S 96
Shoe box - Hands-on! Pest control operator 2 activities - Career information identify common Arizona pests. Good for 8 grade Science supplement on insects. WACOP

BUILD Bk 599
Paperback book (5 copies available) with text and student self-quiz as well as suggested discussion question Bruce Publishing Company, New York

CAREER & SKILLS AWARENESS W 730
Packet with pictures about workers and different jobs. WACOP

CAREER AWARENESS W 707
Two page article for grades 1-8. Individual activities spinning off from sessions. WACOP

CAREER AWARENESS OF HEALTH OCCUPATIONS IN A HOSPITAL W 4164
Goal: To acquaint the students with the preparation needed and the job entry requirements for a variety of health related occupations utilized in a community hospital. Uses media and guest speakers. WACOP

CAREERS CALLING W 327
6th grade teacher's guide. Extensive comprehensive activities guide/career awareness, interests abilities. Emphasizes self-awareness appropriate are subject areas. AZ State Dept.

CARPET LAYER S 100
Shoebox with 2 measurement activities - miniature "tools/trade" identification exercise. Math supplement. WACOP

COMMUNITY SLIDES W 334
Description of a project designed to help children develop realization of successful people in their community. Teacher took slides and interview of local figures. ditto copy WACOP

CONSTRUCTION-FENCE BUILDING S 98
A clever activity-oriented shoebox which explores four different types of fences. May need supervision. Does not include information about fence building as a career. WACOP

DRAFTING S 102
Shoe box kit covering "tools of the trade (compass, templates, ruler, graph paper, highway drafting plans) and career information. No specific activities or directions are included. WACOP

DRESS DESIGNER S 79
Kit containing Lulu paper doll cutouts and many examples of different fabrics. Specific job information is found in the cover of the box. WACOP

DOING YOUR THING W 329

DUSO KIT D-2 Kt-233
A complete kit including a year's worth of activities: Including puppets, plays special activity cards, song and story cassettes discussion guide cards and discussion pictures-all designed to help children better understand social and emotional behavior (included career awareness). American Guidance Service Inc.
OWW-REGIONS OF THE WORLD
KT 244

POLICEMAN UNIT
W 128
For grades 4-6 to give them an idea of the personnel materials, tools, opportunities, requirements and working conditions of this career. WACOP

PROFESSIONAL HEALTH SPECIALISTS
M 86
Transparencies for overhead project teaching-learning guide and teacher-student resources, school health education study. Part of K-12 series. 3M

SEARCH BK 604

SI AMIGOS FS 64
Set of fs--silent with captions on community workers and cooperative attitudes. In Spanish. Educational Project Corporation.

SKILL SCHEMES W 332
6th grade instruction guide. Comprehensive activities are: Consumer and Econ. awareness good for math and L. A. computation and form completion tasks included. AZ State Dept.

SOCIAL & VOCATIONAL BEHAVIOR M 95
Transparencies (classtoons) for use with disadvantaged groups. Situation vignettes for class discussion. Co-Ed/Forecast

WAITER/WAITRESS W 344
Learner, instructor, exercise, worksheet, and tests packets are included. Before starting the course, the student must pass State or County Health Exams. 13 lessons, pre and post test, and demonstrations as well as paper & pencil lessons are included. Lessons such as: Health problems, Sanitation, Safety, Utensils, etiquette, courtesy, and problem situations. Mesa

WHAT A COWBOY SHOULD KNOW S 104
A shoebox kit showing types of water sources on a cattle ranch, using toothpick pe replicas and dried mud. WACOP

YOU WANT TO BE A CARPENTER S 99
Shoebox kit with samples of various types of wood and nails. Includes cards with activities, carpentry information, pictures of tools and measuring exercises. WACOP

DEMONSTRATION COPY ONLY
(available on limited checkout)

ADVENTURES IN THE WORLD OF WORK KT 271
6 filmstrips and cassettes plus masters for student handouts as well as guide. A career awareness series to develop awareness of a wide variety of jobs, to stimulate interest in one or more careers and to give richer backgrounds of career information. FS run about 12 minutes each. Titles: Who Put the Light in the Bulb?, Who Put the Print on the Page?, Who Put the Blue in the Jeans?, Who Puts the Ice in the Cream?, Who Puts the Room in the House?, and Who Puts the Grooves In the Record? EXCELLENT guide
FOCUS BK 603

FOCUS III: INVOLVEMENT KT 181
SRA's 3rd in the series on self-awareness. The kit of filmstrips, records, B & W large study prints and teacher guide concerns itself with the general theme of involvement in the world around us.

FOOD NUTRITIONIST S 98
Showbox hands on activity. A mix/match game about four main food groups. Two activities reinforce the food groups concept. WACOP

THE FUTURE ME W 326
Career awareness, skill awareness, abilities, interests, culminates in student selection of occupations for further exploration. 5th grade. RCU

GIVING AND FOLLOWING DIRECTIONS W 345
The primary intent of this unit is to develop beginning competency in giving and following directions. Unit emphasizes that learners need practice in both giving and following directions.

HELLO WORLD TRANSPORTATION BK 718
A sample booklet and program guide from a nine book media program for career education (2 copies of the first of the series). Booklet provides information on careers in transportation, also with pictures. Field Educational Pub. Inc.

I'D LIKE TO BE A SECRETARY S 105
Show box kit: with cardboard sheet showing typewriter keys so student can "practice" and information on typist. WACOP

INTERIOR DESIGNER S 1...
Prototype of materials easily duplicated by teacher or student or possible job responsibilities of the interior designer. Includes sample problem and materials. WACOP

JOBS & YOU M 111
Series of weekly articles from 72-73 subscription to the newspaper, You & Your World, cut and put into folders. 20 copies of each title. You & Your World Newspaper.

LEATHER SHOP S 106
Directions, mock-up leather shop. Sample leather chips, and leather tools. Directions include overview of work, samples of materials to do leather crafting. WACOP

LIFE ON PARADISE ISLAND BK 521
Book on the economy and how the people use the resources for goods and services. Lothrop, Lee & Shepard Co.

LOOK TO LEARNING W 333
6th grade unit exploring "Learning" 4 major goals are: Defining learning and knowing, exploring learning experiences in & out of school, learning dependent on learners abilities & interests, expanding learning and budgeting of time. AZ ST. DEPT.

MASS COMMUNICATION SERIES FS 57

NOW AND THEN - SIXTH GRADE W 347
The purpose of this unit is to illustrate how the demands and functions of society have produced significant changes in the life styles of people in 2 different historical time periods, (1920's and 1970's) 5 life-style components for Spanish, Southern-Indian, English (N. England) are examined.
DEMONSTRATION COPY ONLY
(available on limited checkout)

AMERICAN URBAN CRISIS KT 254
6 f.s. and cassettes and script/guide.
Titles: Water pollution, Air Problems
Housing Crisis, Solid Waste-A New
Pollutant, Transportation Crisis.
Objectives are to provide a compre-
hensive review of the nature and
origins of 5 major environmental
problems. Stimulates thought toward
solving some of these problems. SVE

CAN YOU FIX IT C.136
25 min. sound lesson with student
worksheet and post test centered
around plumbing, TV repair and
mechanics as occupations. Materials
needed would be cassette recorder
and pencil in addition to set (and
materials should be reproduced).
Media Materials, Inc.

CAREERS IN BUSINESS C 133
After completion of this lesson the
student should be able to: Identify
various careers field that involve
business; 2) State brief job descrip-
tions for 9 jobs named. 25 min.
lesson with cassette, student response
sheet, post test is provided and
follow up activities are in the guide.
Media Materials, Inc.

CAREERS IN SCIENCE C 135
After completion of this 25 min. lesson
the student will be able to identify and
name a variety of branches of science;
describe the main components of the
scientific method and indicate some
fields of the future in science.
Cassette, worksheets, post test in set.
Media Materials, Inc.

CAREERS SERVING PEOPLE C 131
30 min. lesson. Guide gives performance
objectives dealing with medical pro-
fession. Cassette gives lesson and
set has response sheets and post tests
designed for student use. Guide
lists additional activities. Media
Materials, Inc.

FIELD TRIPS OUT OF THE ORDINARY KT 246
Field trips to 6 locations on f.s. and
cassette. Teacher's guide on f.s.
and end of audio. Tours of nuclear
plant, oceanographic institute, lumber
mill, steel mill, coal mine and oil
well as site itself. Summary included
at the end also has suggested reading
materials. Eyegate

THE HOLE THAT GREW KT 243
2 B/W Mounted photos, guide color f.s.
and record. Guide has script, pre-
questions, glossary of terms and
general background and units and sug-
gested activities. K-3 and 4-6.
Story of N.Y. City's Subway Line being
built Units on transportation, jobs,
community, and language and Music.
Multi Media Plus.

HOW IT IS DELIVERED C 134
20 min. lesson using a cassette with
student response sheet (supplied),
and includes post test and teachers'
guide. Deals with Trucks and drivers
and at completion student should be able
to recognize different kinds of trucks,
describe a drivers day and state some
statistical data. Media Materials.

INVOLVING MATHEMATICS C 139
After completion of this lessons,
students should be able to identify
3 fields that involve math and state
brief job descriptions of 15 jobs.
Set has cassette, worksheet, post test,
and guide. Media Materials, Inc.

LAW ENFORCEMENT C 137
After completion this 25 min. cassette
and worksheet lesson students will be
able to state in writing the job
description of a police officer,
qualities needed - law enforcement
training programs. Media Materials.
Career Awareness

GRADE 7

AVIATION - PEOPLE AND NATIONS (W-175)
Instructional unit designed to last a semester - divided into lessons by classroom minutes. Includes materials, aids, and topics.

CAREER EDUCATION PROGRAM (Kt 216)

CAREER EXPLORATION: EDUCATION (W-260)
This is one of 12 (ccem) cluster study units. Capitalizes on motivations of 7th graders by involving them in a simulated experience in education which encourages the learner to think about education as a process going beyond the usual school and classroom setting. 14 hr. print copy.

A CASHIER WORKS RAPIDLY AND ACCURATELY (S-60)
A cash register project - goes out with H-1 cash register - notebook has student directions and marker & eraser for student answer. Has test, answers & practice exercises.

EXPLORING CAREERS GROUP I (Kt 224)
6 fs & guides, 3 cassettes. Titles newspaper reporter, broadcast technician, telephone installer, automotive mechanic, airline cabin attendant, long haul truck driver. Tries to show realistic detail about the occupations. 2 clusters - communication and transportation. Exel.

FLY A PIECE OF PAPER (S-74)
Kit has basic instructions as well as extra planes to make. Paper, pencils, scissors, clips, ruler, instructions are included. (Consumed materials must be replaced)

HEALTH & HEALTH INTERESTS (W7-756)
A 7th and 8th grade instructional unit on career awareness and orientation in health occupations. 4 periods of 30 min. ditto copy

HEAVY CONSTRUCTION WORKER (W-213)
Part of construction cluster study. Uses slide tapes, short story, film, three experiments, review in unit.

HOME EC CAREER CLUSTERS (W-7-756)
A 7th grade instructional unit on career awareness within the homemaking cluster. Has handout prototypes and transparencies. NOT originals. 3-80 min. periods. Xerox copy with transparency.

HOW A FLORISTS MAKES A CORSAGE (S-86)
Artificial flowers, tools, directions for production of corsage. Kit should be returned as sent.
**How a Rider Grooms a Horse** (S-90)

Kit has actual tools - brush, comb, foot hook, nail comb, directions for use of materials, collection of mounted horse pictures.

**Lapidary** (S-88)

Skill: How a lapidarist cuts & polishes stones, non-consumable kits shows steps from rough stone to finished product. Includes score cards for students self-evaluation.

**Life Science** (W-160-1)

Intended to expand the student's knowledge of careers in the life sciences. Finally, he will explore the training and preparation needed for life science careers.

**Occupations in the Publishing Industry** (W-157)

The purpose of this activity unit is to develop career awareness in the publishing fields through role play. Roles: managing editor, production manager, layout artist, and reporters. Original type.

**People Who Create Art** (Kt 198)

Set of 4 f.s. and cassettes - Titles: People Who Create Art, Puppeteer, Musician, Designer. Good

**Posters - Assorted** (Pt 61)

Free posters from commercial sources-mounted for durability. 6 in set (1/19/73) - Government, Health, Art, Medical, Music English.

**Salesman-Dept. Store** (S-51)

Kit has cards outlining job responsibilities, how to use forms & exercises involved, manuals for training and simulation set ups for individual or small group use.

**Service Station Operator** (W-195)

Designed for students in small rural areas where the main source of employment is the U.S. Forest Service. Objective is to incorporate in the classroom performance and the hands-on experiences in the various places of business. 2 weeks and hands-on.

**Social Studies** (W-323)

Units on geographer, travel agent, job interview, foreign service jobs, social service jobs, anthropologist and archaeologist, editorial cartoonist, city planner, U.S. Post office with maps, and scripts, etc. included.

**Start in the Right Direction** (BK 491)

A set of 28 programmed (non-consumable) learning books on the topic. Good

**Store Cashier** (S-48)

Has charge fund, instruction and procedure cards & sub-cards. Very comprehensive.

**Aircraft Mechanic** (W-239)

Part of Transportation unit study-has pre-post test, 5 lessons (lesson 1 needs AV materials), includes also a word search puzzle and glossary.

**Airline Pilot, Unit 1 & 2** (W-208)

Part of Transportation cluster study. Involves some AV materials. Outlines Bulletin board displays, student activities, and includes information sheets.
It is the purpose of this unit to introduce to the students the idea of an industry, how one is set up, how it operates, and the types of workers that are involved.

To develop & evaluate the correlation between the career cluster Fine Arts & Humanities Occupations and the learner's interests, values & abilities. Based on availability of local "digs."

Part of construction study - looks at architects and drafting occupations. Also has ideas for field trips and guest speakers.

Vehicle for exploring careers related to the earth sciences. Student performs tasks and solves problems as earth scientists do in their jobs. Upon completion student has a basis for comparing his own interests, achievements and abilities with the nature of the work and workers in earth science careers.

This unit directs the student, from his past experiences through the present, toward preparing for a career of his choice, also develops personal awareness, sets guidelines for High School curriculum planning and emphasizes both academic and nonacademic learning. Students need mastery of +/-/x/division math 12 hrs.

Part of construction unit. Five lessons, four experiments outlined for teacher use. Samples of pre & post test, vocabulary, and operation sheets.

Objective: Given a chart, the student will determine change to be given a customer, obeying all principles of change making. Individual student program on a card. Directions and answers given.

Materials & directions for casting letters & designs to do hand printing. Instructions are detailed. (plan to replace consumed materials)

Directions, samples, templates & materials for producing a "Box" for a product. Materials also for decorating the product as a salable product. (plan to replace consumed materials)

A 9th grade instructional unit on beginning skills awareness in electricity and career awareness of various occupations requiring a knowledge of electricity. Has sample illustrations for student understanding. Thermofax copy.

A career orientation instructional unit in silk screening including buyer laborer and salesman of products produced in class. 2-50 minute periods. Handwritten

Good handwashing is one of the most important procedures that is used in all health occupations. Student's handbook prototype for unit. Mimeo copy.
HEALTH CAREER STEREOTYPES
(W-297)
Goal: To explode stereotypes &
prejudices in health career
areas. Use role-play techniques.
50 min., Xerox copy-original at
RCU.

IOTA ACTIVITIES REPORT (W7-716)
Suggested activities for implem-
enting career education into the
8th grade through a civics class
on free enterprise systems &
jobs & education. Report of Iota
scale 13. Peer relationships and
scale 11, 14, & 27.

IOTA INTEREST CENTERS (W7-708)
Activities for grade 8 in de-
veloping career awareness thr-
ough individual occupational
reports. Interest centers for
Iota scales 18 & 19 and career
education. Typed originals.

KNOW YOURSELF (Bk 659)
Know yourself, Your Future and
you, Your Interests. For these
gifts, If you Had your Choice,
What you are, A Sound Mind in a
Sound Body, The Acid Test, The
World of Work, How to Study an
occupation, Always Room at the
Top, What Next?

MATH & IOTA (W7-711)
Activities and teacher notes on
integrating career education
into the 7th & 8th grades using
Iota scales 7, 2 & 19. No
examples included. Handwritten.

MERCHANT MARINE (W-209)
No copywrite release. Part of
unit on jobs in transportation
includes pre test, five lessons
(including map charting, longi-
tude & latitude, rules of the
sea. Post-test and program eva-
luation.

MINI-CORPORATION (W7-699)
Career awareness unit for grades
7-9 built around an organized
corporation concept.

THE PLUMBER AT WORK (W-191)
No copywrite release. Complete
unit-5 lessons long with pre &
post-test, visuals, experiments
and vocabulary.

POPEYE & CAREERS (Ph 520 1-6)
a specimen set of
all 15 comic books on Popeye &
the career cluster. (ie Popeye & Transportation careers).
6 specimen sets available.
Colors grouped to idea of cluster
content. Excel.

SPARK PLUG (S-63)
Kit has student program on 5x8
cards, 8 spark plugs, adjust-
ment tools, inventory card, manual & teacher notes.

STEEL WORKER AT WORK (W-194)
Part of construction unit-5
lessons/5 experiments. Pre &
Post test, short story, assign-
ment sheets and recommended films
all detailed.

THE STEWARDESS (W-193)
Part of Transp. Unit of study
Designed as student workbook
with teacher accumulated re-
sources. Has individual and class
activities involved. Five
lessons.

STONE MASON & BRICKLAYER (W-212)
Construction Cluster study-pac-
et has student activity, assign-
ment sheets, experiment and op-
eration info., a pre & post tests,
and student evaluation sheets.

THEATRICAL MAKE-UP (S-91)
Kit has props (wig, etc.) for
theatrical make-up as well as
directions for 7 different
faces(monster to old person.)
An inventory list is included.
(CONSUMED MATERIALS SHOULD BE
REPLACED)

THE TRUCK DRIVER (W-196)
Part of Transp. study. Begins
with student device (spin chart
type), Bulletin boards, 5 less-
ons, activity and assigned sheets.
Self-Awareness

GRADE 7

CAREER OPPORTUNITIES

S. CAREER OPPORTUNITIES
(W-279)
Goal exploration of careers in relation to personal interest. Kit provides practical information and advice on career opportunity in the U.S. and how to prepare for them. Study a variety of workers, tasks and training and extends this to the individual.

CAREER EXPLORATION: EDUCATION LUSTER
(W-260)
See career awareness

LUSTERS
(W-147)
Study of clusters and self-awareness analysis - uses small groups and individuals. Implementation needs USOE clusters and jobs list WACOP). Original type. 45 min.

PHYSIC ABILITY
(M 5 Q 4)
Set of 8 transparencies (cartoon style) and guide. Excellent intermediate material to convey discipline attitudes and self-awareness. Introduction to school to create a harmonious attitude a work and achieve. Good

VALUATION OF SPECIAL ABILITIES
(W-188)
Handwritten for a health class - needs Scott, Foresman's Health or All book.

HOW TO GET ALONG WITH OTHERS
(Pt 25)
Poster set - 8½ x 14 cartoon style captions. Good

MAKING FRIENDS AT WORK
(M 18)
15 transparencies with titles such as: Getting Acquainted, Helping & Asking for Help, Kindness & Honesty, Sharing etc. Good

HOW TO CHOOSE YOUR WORK
(Bk 612)
5 copies. Non consumable student workbook. Based on self-analysis, "in order to be successful in your work, the first thing you must do is to choose a vocation in which you can be successful. This book is to help you make this choice." Parts: What do You Want To Do? Covers goals, money, security, fame, comfort, self ratings, what do tests tell you Part 2: What can you do, attitudes, skills, experience, education personal qualities, Part 3: Kinds of Work Available to you - job classifications, future outlook, special problem groups (includes women)...

HOW TO CHOOSE YOUR WORK
(Bk 612)
5 copies. Non consumable student work- book. Based on self-analysis, "in or- der to be successful in your work, the first thing you must do is to choose a vocation in which you can be successful. This book is to help you make this cho- ice." Parts: What do You Want To Do? Covers goals, money, security, fame, comfort, self ratings, what do tests tell you Part 2: What can you do, ap- attitudes, skills, experience, education personal qualities, Part 3: Kinds of Work Available to you - job classifi- cations, future outlook, special prob- lem groups (includes women)...

GOOD

HOW TO GET ALONG WITH OTHERS
(Pt 25)
Poster set - 8½ x 14 cartoon style captions. Good

MAKING FRIENDS AT WORK (M 18)
15 transparencies with titles such as: Getting Acquainted, Helping & Asking for Help, Kindness & Honesty, Sharing etc. Good

GETTING TO KNOW ME
(Kt 33)
Filmstrip & cassettes: How to Adjust; Adolescent, Know Thyself; Physical Development, Emotional Development; Social Development. Good

GROWING EMOTIONALLY
(Bk 634)
New addition to SRA Jr. Guidance Series - 1 copy covers Growth, ability to deal with reality, ability to adopt to change, ability to handle tension capacity to give, and other. Very readable format with important terms italicized. Bibliog. for "More Information". Excel.

HOW A FLORISTS MAKES A CORAGE
(S-861)
See career awareness

Self-Awareness

GRADE 7

CAREER EXPLORATION: EDUCATION LUSTER
(W-260)
See career awareness
WHAT ARE MY VALUES? (W-296)
Work copy of teacher-counselor supplement & 2 student booklets (non-consumable) 90 min. Learner will be able to define values & assess his own values using a behavioral value inventory.

ALL ABOUT ME (W-305)
Teacher/counselor supplement and 1 learner booklet per set. Unit focuses on individual assessments in relation to future school and vocational plans. 5 hrs, 40 min. Looks at learner's abilities and interests, explores values and looks at physical traits and personal and social behaviors.

HEALTH CAREER STEROTYPES (W-297)
Goal: To explode stereotypes & prejudices in health career areas. Use role-play techniques. 50 min. Xerox copy-original at RCU.

HUMAN RELATIONS-LEARNING ABOUT YOU & OTHERS (W-268)
Before a student can explore the cluster he must first know himself. Unit provides better understanding of his role in relation to his culture and where he may eventually fit into the world of work. 20 ea. 55 min. lesson, print copy.

APPRECIATIONS AND ATTITUDES

ACCENTUATE THE POSITIVE (Bk 42)
Book with suggestions for use of Attitude Builder posters, (also available) Good

ATTITUDES & WORK (W7-759)
See career awareness

AVIATION-PEOPLE AND NATIONS (W-175)
See career awareness

CAREER EDUCATION PROGRAM (Kt 216)
See Career Awareness
CAREER PLANNING MATERIALS
(M 41)
Collection of publications from various sources on career planning. Useful as prototype for teacher or school collection. More for parent survey than for students—has classroom adaptation to special projects area for high school students in work experience.

COMPUTER OPERATOR—PACKET & BIBLIOGRAPHY
(W-311)
See Career Awareness

GETTING TO KNOW ME
(Kt 33)
See Self Awareness

HOW A RIDER GROOMS A HORSE
(S-90)
See career awareness

HOW TO GET ALONG WITH OTHERS
(Pt 25)
See Self Awareness

INDUSTRIAL ARTS—TOOLS
(W-153)
Description of exposure to tools of the trade in IA classes.
Ditto copy. 45 min.

Lapidary
(S-88)
See career awareness

LOVE IS . . .
(W-304)
Teacher/counselor supplement. Unit deals with the broad concept of love & the learner being able to give & accept love from others. The end result is a student plan for improving our expression of love — 6 hours

MAKING FRIENDS AT WORK
(M18)
See Self Awareness

MANAGING PERSONAL FINANCES
(W-238)
For low reading ability. Goal is to develop the concept of management of financial resources (earning, spending, borrowing, saving). 3 weeks span.

MEASUREMENT AREA
(S-71)
Kit has directions; paper for recording results & a tape measure. Requires math perceptions.

MYSTERY CIRCUITS
(S-72)
Contains ditto handouts, circuit boards, 1/2 volt battery, pencil, insulated wire, socket, light bulb, answer sheet for teacher. Object is to determine the pattern of the hidden circuit. Good directions.

OCCUPATIONS IN THE PUBLISHING INDUSTRY
(W-157)
The purpose of this activity unit is to develop career awareness in the publishing fields through role play. Roles: Managing editor, production manager, layout artist, and reporters. Original type.

OPEN DOOR BOOKS
(Bk 18)
Set of 36 paperbacks, autobiographies of minority people who were successful in a chosen field.

PEOPLE WHO CREATE ART
(Kt 198)
See Career Awareness

PERSONALITY AT WORK
(W-187)
YOUR OCCUPATION - STUDENT
(Fs 48)
Filmstrip & script (black & white)
As title suggests. Both themes applicable. Education awareness and attitudes promotes importance of student as an occupation.

Grade 8

GOOD MANNERS AT WORK (M 20)
15 transparencies with titles such as: Consideration for others, telephone Manners, Being Polite and Trustworthy, Distractions, etc.

HEALTH OCCUPATIONS IN A HOSPITAL
(W-317)
Goal: To acquaint students with the preparation needed & the job entry requirements for the variety of health related occupations utilized in a community hospital. 5 day unit, original at RCU.

ALL ABOUT ME (W-305)
Teacher/counselor supplement and 1 learner booklet per set. Unit focuses on individual assessments in relation to future school and vocational plans. 5 hr. 40 min. Looks at learner's abilities and interests, explores values and looks at physical traits and personal and social behaviors.

ARCHAEOLOGISTS & HISTORIANS OF HOHOKAM INDIANS (W-154)
See career awareness

ETHIC ABILITY (M 5 Q 4)
Set of 8 transparencies (cartoon style) with guide.

GETTING ALONG IN SCHOOL I
(Fs 53)
6 filmstrips: What Tests Tell, Your school Record is Important, Basic Subjects - Preparation for Work, How Did You Do In Your Exams, Making the Most of Your School Days, Getting the Most Out of High School.

HOW TO GET A JOB (Bk 14.)
Teacher transparency workbook. Patterns for ditto masters included.

HOW TO GET A JOB (Bk 613)
Set of 5 non-consumable student books. Sections:

I NEED TO GET IN TOUCH WITH MY FEELINGS (W-243) (2)
No copywrite release Loose pages of worksheets & teacher-counselor supplement. Unit deals primarily with feelings & how they affect behavior. It touches on how outside influences affect behavior. Ends when learner traces how conflict elicits certain behaviors in ones self & in others.
4½ hours.
JOE EXPERIENCE KIT  (Kt 7)
Kit of 20 simulation packets on different careers. Contains booklets and consumable answer pad. 8th grade reading level.
Good

LEARNING TO GET ALONG WITH OTHERS  (1-2)  (W-242)
Teacher-counselor supplement (no separate student booklets) does have loose copies of 3 pgs. Unit deals with improving relationships with others. Unit concludes with learner developing an individualized plan for improving relationships with others 3 hours in group/2-4 hrs. individual.

OCCUPATIONAL GUIDANCE SERIES  (Bk 144)
Set of 8 volumes, each containing 20 different job descriptions (160 in all): Traffic Engineer, Fashion Designer, Pharmacist, Recreational Services Director, Typist, Livestock Commission agent, Car Dealer Office Manager, Florist, etc. reference guide.
Good

WORLD OF MANUFACTURING  (Bk 171)
Sample set of text, lab manual and teacher's guide.  Exel.

Decision-Making

Grade 7

CAREER EDUCATION PROGRAM  (Kt 216)
See Career Awareness

COMPUTER OPERATOR-PACKET & BIBLIOGRAPHY  (W-311)
Packet prepared from the standpoint of an elementary school librarian who wished to aid a Jr. High pupil looking into the computer operator field. Has Career ladder & bibliography. Original at RCU. (ditto)

HOW-TO CHOOSE YOUR WORK  (Kt 612)
5 copies, non-consumable student workbook. Based on self-analysis; "in order to be successful in your work, the first thing you must do is to choose a vocation in which you can be successful. This book is to help you make this choose." Parts: What Do You Want to Do? - covers goals, money, security, fame, comfort, self-ratings, what do test tell you. Part 2: What Can You Do? - aptitudes, skills experience, education, personal qualities. Part 3: Kinds of Work Available To You. - job classifications, future outlook, special problems groups (includes women). Good.
START IN THE RIGHT DIRECTION
(Bk 491)
See Career Awareness

HUMAN RELATIONS—LEARNING ABOUT
YOU AND OTHERS
(W-268)
See self awareness

ALL ABOUT ME
(W-305)
Teacher/counselor supplement and learner bookper set. Unit focuses on individual assessments in relation to future school and vocational plans. 5 hr. 40 min. Looks at learner's abilities and interests, explores values and looks at physical traits and personal and social behaviors.

BEAN BAG ACTIVITIES
(W-156)
Activity utilizes geometry and basic sewing skills centered around the production of bean bag chairs.

CAREER DECISION-MAKING PROCESS
(W-142)
When unit is completed student will be able to apply the decision-making process in the study of careers. Uses DOT. Original type 5-40 min. Prd.

DECISIONS! DECISIONS?
(W-235)
Unit uses poetry (Book Moments of Decision by Olson) to assist students in the development of decision making skills, correlated with WACOP media. 6-9 weeks of 45-50 min. periods 4-5 days a week.

KEYS
(Kt 126)
A follow-up and integral part of the Kuder program. F.S. & Cassettes explaining the Kuder inventory and then leading into a study of the interesting areas. Color, beautiful sound. Follow up with Kuder interest inventory.

Economic—Awareness

BLUEPRINT
(M 11)
Actual blueprint of a house—useful in math & communications tie-ins.

HISTORICAL PERSPECTIVE
(Kt 230)
2 examples—Architects and Colonies, also has cassettes of Union 66 one min. historical stories.

FINANCE IN BANKING
(W7-727)
A 7th grade instructional unit on economic awareness—primarily on banking knowledge. Has glossary and test items as well as transparencies included. 3-60 minute periods, ditto copy.
MONEY MANAGEMENT MATERIALS
(M 45)
Project collected materials (primarily free) on the use of money. Good collection of free materials which could be ordered. Good

OPEN DOOR BOOKS
(Bk 18)
See Appreciations and Attitudes

WOW - GRADE 4
(Kt 50)
3 Filmstrips and records: It's In your Hands, What Else Do Fathers Do Food..... Clothing ......Shelter. Content upper level - but presentation on lower level. Poor

THE JOB AHEAD - LEVEL 2
(Bk 347)
Same description as level 1 with higher reading level. Good

THE JOB AHEAD - LEVEL 3
(Bk 348)
Same description as levels 1 & 2 with highest reading level. Excel.

MONEY MANAGEMENT MATERIALS
(M 45)
Project collected materials (primarily free) on the use of money. Budgeting, purchasing, currency, checks, facts about U.S. money, banking, etc. Good

RECONCILE BANK STATEMENT
(S-18)

ARITHMETIC IN OCCUPATIONS
(Pt 23)
Set of 18 posters - 8½ x 14- black & white. As title suggests. Pictures & discussion. For enrichment of better math students. Good

CAREER EXPLORATION THROUGH
MATHEMATICS
(W-252)
See career awareness

HEALTH OCCUPATIONS IN A HOSPITAL
(W-317)
See Career Awareness
Skill Awareness, Beginning Competence

**THE ARCHITECT**  
(W-190)  
Part of construction study—looks at architects and drafting occupations. Also has ideas for field trips and guest speakers.

**ART & MUSIC**  
(W-321)  
Looks at occupations which rely heavily on the subject matter area—has purpose, objective & activities for 24 study areas ranging from display artist & architecture to church organist to popular music singer.

**BARREL RACING - CAREER OR HOBBY**  
(S-87)  
Kit has truck, barrels, horses & directions plus written description for the task and its requirements. Inventory for reference.

**CAREER EDUCATION PROGRAM**  
(Kt 216)  
See Career Awareness

**CAREER EXPLORATION: EDUCATION CLUSTER**  
(W-260)  
See career awareness

**A CASHIER WORKS RAPIDLY AND ACCURATELY**  
(S-60)  
See career awareness

**EXPLORING CAREERS GROUP I.**  
(Kt 224)  
See Career Awareness

**FLY A PIECE OF PAPER**  
(S-74)  
See career awareness

**HEAVY CONSTRUCTION WORKER**  
(W-213)  
See career awareness

**HOW A FLORISTS MAKES A CORSAGE**  
(S-86)  
See career awareness

**HOW A RIDER GROOMS A HORSE**  
(S-90)  
See Career Awareness

**INDUSTRIAL ARTS & HOME EC**  
(W-320)  
Purpose of guide is to provide teachers with materials to implement career orientation into curriculum. Activities show uses of subject matter in world of work. Problems & puzzles included are reproducible.

**JEWELRY MAKING**  
(W-298)  
To acquaint the students with the jobs, materials & equipment included in jewelry careers. Involves field trip & follow up. Xerox copy—original at RCU.

**LANGUAGE ARTS & FOREIGN LANGUAGE**  
(W-319)  
Curriculum guide of units on careers using the subject matter skills. Includes advertising, television careers, theatre arts, office workers, sales careers, foreign language careers.

**MATHEMATICS**  
(Bk 713)  
Table of contents—small business manager, sports statistician, public utilities, restaurants, retail sales, business (banking) engineering occup, computer personnel & home construction, insurance & banking. These are units with lengthy lists of activities. Loose leaf notebook. Exel.

**PHOTOSYNTHESIS - BIOLOGY**  
(S-92)  
Kit has pots, corn seeds, soil & rocks. Directions for students tell them how to plant and then gives references on photosynthesis & tisism. (Consumed materials must be replaced)
THE PLUMBER AT WORK.  (W-191)
No copywrite release. Complete unit - 5 lessons long with pre & post-test, visuals, experiments and vocabulary.

SALESMAN - DEPT. STORE  (S-51)
Kit has cards outlining job responsibilities, how to use forms & exercises involved, manuals for training and simulation set ups for individual or small group use.

SCIENCE & PHYSICAL EDUCATION  (W-318)
Scientific career units-includes meteorologist, oceanography, technical careers, dentistry, physical therapist, recreation director-special units for P.E.

SERVICE STATION OPERATOR  (W-195)
Designed for students in small rural areas where the main source of employment is the U.S. Forest Service. Objective is to incorporate in the classroom performance and the hands-on experiences in the various places of business. takes 2 weeks.

SOCIAL STUDIES  (W-323)
Units on geographer, travel agent, job interview, foreign service jobs, social service jobs, Anthropologist and Archaeologist, editorial cartoonist, city planner, U. S. Post office with maps, and scripts, etc. included.

STEEL WORKER AT WORK  (W-194)
Part of construction unit -5 lessons/ 5 experiments. Pre & Post test, short story, assignment sheets and recommended film all detailed.

THE STEWARDESS  (W-193)
Part of Transp. Unit of study. Designed as student workbook with teacher accumulated resources. Has individual and class activities involved. Five lessons.

STORE CASHIER  (S-48)
See career awareness

TERMS USED IN THE GRAPHIC ARTS FIELD  (W-152)
A packaged program of commonly used terms in a graphic arts course. Requires library book resources. Xerox copy.

TOOLS FOR HOMEMAKING, CRAFTS & CONSTRUCTION  (W-757)
A 7th grade instructional unit on beginning competency with tools used in homemaking crafts and construction. Has prototype student activity sheets. Original type.

THE TRUCK DRIVER  (W-196)
Part of Transp. study. Begins with student device (spin chart type), Bulletin boards, 5 lessons, activity and assigned sheets.

GRADE 8

AIRCRAFT MECHANIC  (W-239)
See career awareness

AMERICAN INDUSTRY  (W-136)
See career awareness

BASIC WOODS FOR GIRLS  (W-210)
Unit to provide broad, basic experiences in the fundamentals of woodworking. Five periods, 18 weeks, and 55 minutes.
BEAN BAG ACTIVITIES
Activity utilizes geometry and basic sewing skills centered around the production of bean bag chairs.

CAREER EXPLORATION IN THE EARTH SCIENCES
See career awareness

CASTING, TYPE-SETTING, AND DESIGNING
See career awareness

COMMERCIAL ART; PACKAGE DESIGN
See career awareness

ELECTRIC MOTORS & CAREERS
A 9th grade instructional unit on beginning skills awareness in electricity and career awareness of various occupations requiring a knowledge of electricity. Has sample illustrations for student understanding. Thermofax copy.

THE ELECTRICIAN AT WORK
No copywrite release. Part of unit for you in construction. Pre and Posts tests, suggested media.

HANDWASHING
See career awareness

HUMAN RELATIONS—LEARNING ABOUT YOU & OTHERS
Before a student can explore the clusters he must first know himself. Unit provides better understanding of his role in relation to his culture and where he may eventually fit into the world of work. 20 ea. 55 min. lessons, print copy.

LIFE SCIENCE
Intended to expand the student's knowledge of careers in the life sciences...finally, he will explore the training and preparation needed for life science careers.

LOG BOOK
Truck drivers keep log books about stops. Kit has direction sheet, map, drivers license book, activities & test.

MATH & IOTA
See career awareness

MINI-CORPORATION
See career awareness

SPARK PLUG
See career awareness

STONE MASONS & BRICKLAYERS
See career awareness

THEATRICAL MAKE-UP
See career awareness

Employ—Ability Skills

GRADE 7

BLUEPRINT
See Decision Making
ACCURATELY. See career awareness

FINDING A JOB THROUGH THE NEWSPAPER (Bk 492)
Set of 10 non-consumable programmed learning books on the topic. Excel.

JOB GETTING ABILITY (M 5) (2)
Set of 8 cartoon style transparencies with guide. Good

START IN THE RIGHT DIRECTION (Bk 491)
See Career Awareness

WRITING A REPAIR INVOICE (S-37)
Kit includes copy of completed & blank repair request forms & instructions on how to do the filling out of the form including parts & labor prices, tax lists & problems to solve. Plan to replace consumed materials.

CASHIER WORKS RAPIDLY AND ACCURATELY (S-60)
See career awareness

HANDWASHING (W-113)
See career awareness

TOTA ACTIVITIES REPORT (W7-716)
See career awareness

PUBLIC SERVICE: POLITICS (W-154)
I.P. with supplementary materials samples. Coordinates with language arts, science and social studies.

GRADE 7

BARREL RACING-CAREER OR HOBBY (S-87)
Kit has truck, barrels, horses & directions plus written description of the task and its requirements, inventory for reference.

GRADE 8

THE ARCHITECT (W-190)
Part of construction study looks at architects and drafting occupations. Also has ideas for field trips and guest speakers.

THE ELECTRICIAN AT WORK (W-186)
See skill awareness

School Nurse (S-45)
(CAUTION URGED) To be used in WACOP media center only. 2 cards with questions patient asks & instructions to patient. Taped into box is bandaid, syringe, cotton & alcohol no instructions on how to use or safety precautions.

HISTORICAL PERSPECTIVE (Kt 230)
See Economic Awareness
LAPIDARY (S-88)  
See career awareness

OCCUPATIONS IN THE PUBLISHING INDUSTRY (W-157)  
See career awareness

OPEN DOOR BOOKS (Bk 18)  
See Economic Awareness

SALESMAN - DEPT. STORE (S-51)  
See career awareness

START IN THE RIGHT DIRECTION (Bk 491)  
See Career Awareness

STORE CASHIER (S-48)  
See career awareness

YOUR OCCUPATION - STUDENT (Fs 48)  
See Appreciations and Attitudes

AMERICAN INDUSTRY (W-136)  
See career awareness

ARITHMETIC IN OCCUPATIONS (Pt 23)  
See Economic Awareness

BOOK JACKETS (M 32)  
Jackets from books on career title for bulletin board display.  
Good

CAN THE SCIENTIST (Fs 15)  
3 filmstrips: Can the Biologist meet the demand, Can the Chemist renew the supply, can the Physicist-Engineer Strike a Balance.  
Good science material, but not much on careers.  
Good

CAREER EXPLORATION IN THE EARTH SCIENCES (W-255)  
See career awareness

CAREER EXPLORATION THROUGH MATHEMATICS (W-252)  
See career awareness

CAREERS FOR GOOD SPEAKERS (Pt 30)  
Set of 18 posters 8½ x 14 - black & white with guide to use. Pictures with descriptive caption in small print.  
Excel.

CAREERS FOR GOOD WRITERS (Pt 32)  
See Careers for good speakers. See Educational Awareness.

CAREERS RELATED TO ART CLASSES (M 60)  
Set of 9 briefs (5 x 8) on subject. Module packaged. For self (student) exploration or in depth discussion as a project or individual basis spreads from art curriculum to industrial arts.  
Good

COMMERCIAL ART: PACKAGE DESIGN (S-57)  
See career awareness

GRADE 8
ENTRY LEVEL OCCUPATIONS (M 55)
Set of 73 briefs which describe occupations which usually require less than high school education to enter.  

GETTING ALONG IN SCHOOL - 1 (Fs 53)
See Appreciations and Attitudes

HOW TO GET A JOB (Bk 142)
See Appreciations and Attitudes

THE JOB AHEAD - LEVEL 2 (Bk 347)
See Economic Awareness

THE JOB AHEAD - LEVEL 3 (Bk 348)
See Economic Awareness

JOB EXPERIENCE KIT (Kt 7)
See Appreciations and Attitudes

JOB FAMILY SERIES (Bk 343)
Set of 20 booklets each related to a job family. Similar to clusters. It's for self analysis. Perhaps on a group basis.  

JOBS IN YOUR FUTURE (Bk 335)
Workbook with stories and information related to self-evaluation, kinds of work and how to get and keep a job.  

KEYS
Grades 8-12. A follow-up and integral part of the Kuder program. Fs & cassettes explaining the Kuder inventory and then leading into a study of the interest areas. Beautiful sound, color. Check out time: 2 weeks.

OCEANOGRAFHY BOOK COLLECTION (BK-285)
Set of 6 books: ecology, environment, parks, etc. Usually sent with "J" cluster box.
AVAILABLE FOR GENERAL CHECK-OUT

ARIZONA OCCUPATIONAL BRIEFS Bk 545
Local job information in looseleaf notebook. Slightly out-of-date, but listing of local titles of value. Manpower

ATTITUDES & WORK W 7 759
A 7th grade instructional unit on career orientation, appreciations and attitudes. WACOP

FILLING OUT AN APPLICATION KT 144
2 film strips, Programmed Bank, 16 copies. A basic skills, Ind. Activity booklets. Films strips are silent and programmed. Educational Proj. Corp.

FILLING OUT A MEDICAL RECORD KT 147
2 Film strips, programmed, 16 copies, Ind. Activity. Basic skills program for the special ed student. Ed. Proj. Corporation

FINDING AND HOLDING A JOB BK 507
Programmed book (30 copies)
High Reading- Special Education.
Large type; non-consumable. Program moves student through resources.
Delmar

FINDING YOUR WAY BK 506
Programmed book on map reading skills.
Not career related, but available.
Delmar

HIGH SCHOOL COURSE SELECTION & YOUR CAREER KT 154
Two film strips and two cassettes with a counselors guide.
Guidance Assoc. of Pleasantville, N.Y.

HOME EC. CAREERS POSTERS PT 58
Large posters drymounted for stability From American Home Ec. Association. Very attractive even in B & W.

KEEPING SAFE AT WORK M 21
Transparencies on safety, accidents, first aid, explosives, dressing, safe and working safe. United Transparencies.

LOOKING FOR A JOB KT 149
Programmed learning, 2 film strips and answer sheets with master 16 Booklets with master. Educational Proj. Corp.

PHOTOGRAPHERS F1 48

PHOTOTECHNOLOGY S 77/S 78
Five flash cards with job descriptions contrast printing, four developing. WACOP

PROFESSIONAL OCCUPATIONS PT 55
Set of 18 posters-black & white. Old pictures, lots of caption material. About 18" x 24" overall. J. Weston Walch

QUEST BK 605
4 student activity books and teachers guide. Part of group guidance series-text and student Self Quiz. Discussion questions Bruce Pub. Company

SUCCEEDING AT WORK FS 47
Preview fs from United Transparencies of the series put out by them under the title. WACOP has the complete transparency set under the individual box names.

UNDERSTANDING & CARING FOR CHILDREN W 328
7-8th grade teacher's guide- Home Ec. Excellent ideas and activities for child care playschool classes; Vocab. Development, songs, games, dexterity exercises. CCEM

YOUR JOB & YOUR FUTURE Bk 532
Five copies paperback, Basic information about jobs, salaries, skills education required-exercises. Webster Dev. McGraw Hill

A-9
Special Education

Career-Awareness

CAREER OPPORTUNITIES II
(Fs 66)
Set of 4 f.s. with guides.
Titles: Automation, Jobs in Mathematics, Salaried Worker of Self-Employed, and Careers in Science. Simple context excellent. For promoting general interest in specific career clusters work well with 7-8th. Automation f.s. especially good on this subject. Exel.

FINDING YOUR JOB - UNIT 2
(Bk 496)
A second set of the spiral bound books designed for special ed. students. Each volume also has 12 careers, but different one. Good

HOW TO HOLD YOUR JOB (Bk 629)
1 copy each for student and teacher. Curriculum material designed to help mentally retarded teenagers develop the attitudes and values necessary to the success of any worker. Workbook covers full school year. Good

JERRY WORKS IN A SERVICE STATION
(Bk 626)
Book & manual - books paperback. Example of the Pacemaker. Story & exercise after each chapter. Good

WORK FOR INDEPENDENCE (M 106)
2 pieces, teacher's guide to series of Special Education Photo-Stimuli Aids. Unit - Work is Fun-Primary, Black & White pictures on board about 9 x 15 prints. Good

Self-Awareness

ATTITUDE BUILDERS - GROUP I
(Pt 42)
40 posters and metal frame/holder (cartoon style, in color) Exel.

COOPERATION, SHARING AND LIVING TOGETHER (Kt 142)
10 fs, transparencies, workbooks, work-sheets, record, cassette tape, teacher manual on sharing, school habits, cooperation, responsibilities, rules, manners, friends, etc.

DEVELOPING BASIC VALUES (Kt 133)
4 fs, 2 cassette tapes, 4 teacher's guide. Accepting of differences, respect for property, consideration for others, recognition of responsibilities. Good

DRESS ABILITY (M 5) (3)
Set of 8 transparencies (cartoon style) and guide. Good

GOING PLACES WITH YOUR PERSONALITY (Bk 627)

SOCIO-GUIDERAMAS (M12)
Scripts for playlets-5 copies each: (A) Jill & Perry Go Military (B) Ma & Sue on a Job Interview (C) Career Choice When? (D) Mike the Mechanic (E) After High School - What? Good.
TWO SIDES TO EVERY STORY (Fs 23)
4 filmstrips: Have you wanted to be alone, A place in the family, Is anyone to blame, Have you felt hurt.
Good

WORK FOR INDEPENDENCE (M 106)
2 pieces, 1 teacher's guide to series of Special Education Photo-Stimuli Aids. Unit: Work is Fun - Primary. Black and white pictures on board about 9 x 15 prints.
Good

UNDERSTANDING THE OTHER SEX (Bk 635)
Part of SRA Jr. Guidance series-1 copy only-Chapters: Why Do They Act like that, What causes differences, Feeling about Dating; problems about sex, understanding the other sex and others. Uses case stories and "comments" from people. 51 pg/ Black and White pictures.
Good

Appreciations And Attitudes

ATTITUDE BUILDERS - GROUP 1 (Pt 42)
See Self Awareness

ARE YOU LOOKING AHEAD (Fs 46)
10 filmstrips for slow learners with titles such as: Would You Like Hospital Work, How About Office Work, Do You Like Flowers Filmstrips are also found in cluster boxes.
Good

CONTEMPORARY ISSUES ON JUSTICE (Bk 674)

COOPERATION, SHARING AND LIVING TOGETHER (Kt 142)
See Self Awareness

DEVELOPING BASIC VALUES (Kt 133)
See Self Awareness

DRESS ABILITY (M 5)
See Self Awareness

FOLLOWING RULES (M 19)
15 transparencies with titles such as: Watching for Signs, Rules for Dress, Giving Notice, Vacation Rules, Working Over-time, etc.
Exel.

GOING PLACES WITH YOUR PERSONALITY (Bk 627)
Exel.

HOW TO HOLD YOUR JOB (Bk 629)
See Career Awareness

JERRY WORKS IN A SERVICE STATION (Bk 626)
Good

OCCUPATIONAL EDUCATION (Kt 38)
Set for slow learner, filmstrips & cassettes: Stocker in a Supermarket, The Job Interview, Fixing a Flat Tire, Waitress, Variety Store Worker, Cafeteria Worker, Nurses Aide, Gas Station Attendant, Variety Store, How to use Your Checkbook.
Good

SUCCESS-ABILITY (M 101)
Set of 8 transparencies. Cartoon style in color with guide.
Exel.
Decision-Making

CHOOSING YOUR JOB  (Bk 493)
A set of 30 non-consumable programmed learning books on the topic. Reading level makes them suitable for special ed. as well as regular students. Excel.

FINDING YOUR JOB - UNIT 1  (Bk 495)
Set of 5 spiral bound books & index designed for special ed students. There are 12 careers per book & a supplement in Volume I on how to get a job and keep it. Jobs discussed are at the ability level and reading level of the students involved. Good

FINDING YOUR JOB - UNIT 2  (Bk 496)
See Career Awareness

Skill Awareness, Beginning Competence

GOING PLACES WITH YOUR PERSONALITY  (Bk 627)

HOW TO HOLD YOUR JOB  (Bk 629)
See Career Awareness

EMPLOYABILITY SKILLS

Economic Awareness

CLASSROOM JOURNEYS  (Fs 26)
6 filmstrips and records - actual color shots of visitation such as: Police Station, Court, Electrical Power Plant, Sewage Treatment Plant, Etc. Excel.
Educational-Awareness

Special Ed.

ARE YOU LOOKING AHEAD (Fs 46)
See Appreciations and Attitudes

FINDING YOUR JOB - UNIT 1 (BK 495)
Set of 5 spiral bound books & index designed for special ed students. There are 12 careers per book & supplement in Volume I on how to get a job and keep it. Jobs discussed are at the ability level and reading level of the students involved. Should update mainly because of salaries. Good

FINDING YOUR JOB - UNIT 2 (BK 496)
See Career Awareness

FOLLOWING RULES (M 19)
See Appreciations and Attitudes

HOW TO HOLD YOUR JOB (BK 629)
See Career Awareness

INDUSTRIAL CAREERS KIT (KT 66)
5 x 8 briefs in alphabetical order in container. Reading level is too high. It would be beneficial for S.E. students, however, with the aid of a teacher interpreting the material. Good

THE JOB AHEAD - LEVEL 1 (BK 346)

JOB GETTING ABILITY (M 5 Q 2)

KEEPING HEALTHY AT WORK (M 17)
15 transparencies with titles such as Nutrition, Exercise, Health Habits, Posture, Attitudes & Emotions, etc. Good

KEEPING SAFE AT WORK (M 21)
15 transparencies with such titles as: Safe Surroundings, Carelessness, Accidents, First Aid, Safety for Others, etc. & Workbook. Good

OCCUPATIONAL EDUCATION (KT 38)
See Appreciation and Attitudes

TAKING A VACATION (M 16)
17 transparencies with titles such as: Vacation Plans, Vacation Clothing, Preparations, Good Manners, Spending Money Emergencies, etc. and workbook. Good

WORK KIT (KT 8)
Kit containing 400 job briefs in story form at 5th grade reading level. Organized by works with people, things, or ideas and by educational level needed. Has filmstrips and Junior Guidance booklets. New edition in the fall that will have an occupscan. Good
HIGH SCHOOL 9-12

Career Awareness

GRADE 9

AUTO-MECHANICS UNIT 1 & 2 (W-211)
No copywrite release. Instruction unit starts with students value game, pre test and 5 lessons and post test gives program eval procedures, and definition of terms section.

BOOK MENDING (S-69)
Kit has glue, tape (2 kinds), brush, backing, rubberbands, book to repair & scissors. Typed directions for student to use. (parts must be replaced if consumed)

CAREER INFORMATION SYSTEM - NATURAL RESOURCES (W-236) 1,2
Notebook of 8½ x 11 briefs related to title - includes description, working conditions, employment opportunities by place, outlook, entry & advancement, Career Exploration as characteristics of worker, activities, preparation, salary & sources of information. Somewhat localized.

DRAFTING SERIES (W-272)
Looks at careers in Drafting through an individualized learning packet. No time given, ditto copy.

ECOLOGY/LITERATURE (W7-726)
High school activities in biology to study careers in ecology related occupations, the career possibilities in applied science and how science related to the

ENVIRONMENTAL PROTECTION (Kt 219)
6 fs, 3 cassettes, pad of career rating charts. Titles: Forestry technician, sanitation technician, water plant operator, soil conservation technician, food processing lab teach & an overview. Fs are in color & pictures of people on the job. Exel.

EXPLORING THE INDUSTRIES (Bk 648)
Industrial arts text & workbook covers drafting, woods, bench metals, heat training & forging, sheet metal, art metal, elec & electronics & plastics. Also 1 copy Drafting & Planning test. Exel.

DENTAL LAB TECHNICIANS (FL-29)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students. Exel.

FASCINATING WORLD OF WORK - CAREER AWARENESS KIT (Kt 223)
Designed to help students discover true interests & match these interests with compatible careers. 4 fs & cassettes with guide: Accounting, mechanics, sales, & how to explore the world of work. Also has pad of Life Style Evaluation forms. Exel.

FRESHMAN CAREER UNIT (W-278)
Goal of unit is to find out how careers have changed since parent's & grandparent's time; whether ed. & exp. requirements have changed, etc. To explore career interests; to find out availability of jobs in your interest area - student program. Xerox copy.
HEALTH CAREERS (S-65)
Box has health chart, 20 health career slips & a sorting device. Students must read chart for each job & then sort by salary, length of course of study, & minimum job requirements.

NEEDLETRADES TRAINING (W-141)
Activities based on a locally available trade school (Buckeye) for student observation and learning. 55 minutes. Xerox copy.

TEACHING, SOCIAL WORK, GOVERNMENT (Br 586)
Set of 10 autobiography folios in color with heavy visaude and low reading emphasis. Deals with careers in the title. People and Choice Series. Good

UNDERSTANDING & FILLING OUT FORMS (W-216)
For special reading class. Unit designed to help learner understand the vocabulary of the various forms used in the world of work.

WAITERS AND WAITRESSES (FL 30)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students. Good

ART CAREERS IN ADVERTISING (Kt 160)
1 filmstrip and record.

AGE OF ELECTRONICS (Kt 17)

AGRICULTURAL BUSINESS ORGANIZATIONS (W-151)
One page outline on agriculture business organization - much depth needed by instructor to utilize outline. Xerox copy.

AGRICULTURAL MINI-BRIEFS (Kt 97)
Occupations based on a background in these areas of study. Format is 8½ x 11 stiff paper one job per sheet. Occupational Awareness Co.

AIR-CONDITIONING AND REFRIGERATION (Fl 18)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good

ALL-ROUND MACHINISTS (Fl 23)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good

APPLIANCE SERVICEMEN (Fl 41)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good

ARTISTIC/MUSICAL (M81)
Notebook of Chronical Guidance briefs as they group them. Careers based on this general area of work. Each brief on separate page.

ASSEMBLY OCCUPATIONS-ELECTRONICS (Fl 17)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good
AUTO MINI-BRIEFS (Kt 84)

Occupational Awareness

AUTOMOBILE MECHANICS (Fl 19)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.

Good

AUTOMOTIVE BODY REPAIRMEN (Fl 8)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.

Good

BRICKLAYERS (Fl 25)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.

Good

BUSINESS & FINANCE (Bk 582)
Set of 10 autobiography folios in color with heavy visual and low reading emphasis. Deals with careers in the title. People & Choices Series.

Poor

CAREER EDUCATION PROGRAM (Kt 216)
Computer device with self-correcting feature-individual use only. Plastic sheets fit onto board. Kit is comprehensive K-12. Book material include bibliography, teacher & student guide for K-6, 7&8, (middle) & 9-12 (secondary) as well as a 10-12 grade data sheet book. Plastic sheets are in color & easy to read. Fascinating but heavy.

Exel.

CAREER EXPLORATION AND PLANNING (Bk 711)
Specimen kit of 3 books - teacher's manual, text and student workbook. Designed as a text for a career exploration class. Parts include: Orientation to school, Understanding Yourself and others, Career Development and Coping with change.

A CAREER IN JOURNALISM (Kt 220)
Two part review of careers in this field comes with written script/guide - 2 cassettes and 2 fs. Both filmstrips are interview style. Part 1 looks at the total field, Part 2 looks at personal characteristics involved in the job. Turns questions back to student. Filmstrips are color shots of people in the field. Interviews are very "real". 10-12 min. each.

Exel.

CAREER MONOGRAPHS (Bk 17)
Series of 40 booklets each on a career.

Poor

CAREER OPPORTUNITIES IN THE WOODS FIELD (W-276)
Programmed unit looking at careers in woods occupation. End result is a paper written by the student. Ditto copy.

CAREER PLANNING OF VOCATIONAL GUIDANCE (Fs 67)
Set of 9 f.s. titled: The Meaning of Work, Personality in Business, Volunteer Work, Your First Year At College, Careers in Health, The Job Interview, Your Job Outlook, Careers in the Computer Field, and Drop out Or Drop In? The children must be motivated for this Fs without sound.

Good

CAREERS AT SEA (C 122)
Set of 4 cassettes - Ship's Captain, Chief Engineer, Radio officer and Fireman - Water tends. These are interviews of people on the job run about 10 min. each.

Good

CAREER INFORMATION SYSTEM - TRADE AND FINANCE (W-262)
8½ x 11 briefs of careers in Trade & Finance - Notebook form-no directions. Localized data included.
CAREERS IN COMPUTERS (Kt 221)
2 filmstrips and cassettes. Part 1 and Part 2; 1st give a broad picture of the career area using interviews with people working on a job. Part 2 focuses on details of a given career area. Again interviews with worker, supervisor and personnel people - looks at you and the job and can you fit. Written material has script. Exel.

CAREERS IN DRAFTING (Kt 157)
1 filmstrip and record.

CAREERS IN FASHION DESIGN (Kt 158)
1 filmstrip and record.

CAREERS IN FILM MAKING (Kt 164)

CAREERS IN THE FINE ARTS (Kt 163)
Jr. High and Senior High. Filmstrip and narrative record.

CAREERS IN THE GRAPHIC ARTS (Kt 165)
Jr. High and Senior High. Filmstrips and narrative record.

CAREERS IN ILLUSTRATION (Kt 162)
Suitable for Jr. High through High School.

CAREERS IN LAW ENFORCEMENT (Kt 226)
2 filmstrips and 2 cassettes - part 1 is introductory to total scope, part 2 is in depth treatment from private security guard to U.S. Secret Service Agent. Exel.

CAREERS IN PHOTOGRAPHY (Kt 156)

CAREERS IN TELEVISION (Kt. 159)
Suitable for Jr. High through High School. Filmstrips with record narration.

CAREERS IN THE WORLD OF COMPUTERS (Kt 161)
Suitable for Jr. High through High School. Filmstrip and record narration.

CARPENTERS (Fl 26)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good

CEMENT MASONs (Fl 42)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good

CERAMICS IN THE SECONDARY SCHOOL (W-222)
To instruct and demonstrate the methods of construction in ceramics; to give students an experience in 3-Dimension construction and to create an awareness of the value both functional and cultural of the use of ceramics in our society today.

CHOOSING A VOCATION (Kt 231)
1 filmstrip, cassettes and guide. Looks at types of careers open to high school graduates. Filmstrip places a great deal of emphasis on the fact that jobs for the unskilled worker are rapidly disappearing and that those with good training in a technical field can make double the money of a average high school graduate. 13 minutes.
COMMUNICATION, TRANSPORTATION

(Bk 583)
Set of 10 autobiography folios in color with heavy visual and low reading emphasis. Deals with careers in the title. People & Choices Series. Poor format. Poor

COOKS AND CHEFS (FI 20 P)
Grade 11-12
Color, silent 8 mm film loops about 19 minutes running time. Designed for non-college bound student. Excel.

CRAFTS / DESIGN MINI-BRIEFS (Kt 100)
Contents are written briefs based on occupations which draw heavily on a crafts/design background. Set is packaged by Occupational Awareness Co.

CUSTOMER SERVICE OCCUPATIONS (Fl 34)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bounds students. Good

DENTAL ASSISTANTS (Fi 7 L)
Grade 11-12
Color, silent 8 mm loops about 10 minutes running time. Designed for non-college bound students. Excel.

DENTAL HYGIENIST (FI 45 L)
Grade 11-12
Color, silent 8 mm film loop about 10 minutes running time. Designed for non-college bound students. Excel.

DRAWING MINI-BRIEFS (Kt 99)
Package of 8½ x11 stiff paper briefs grouped as jobs which need a background in drawing. Occupational Awareness.

ELECTRICIANS (Fl 13)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Excel.

ELECTRICITY - ELECTRONICS SERIES (W-277)
Individualized program for students interested in investigating electricity & electronics as careers. 1 copy available. Ditto copy

ENTERTAINMENT OCCUPATIONS (M 82)
Notebook of briefs packaged by Chronical Guidance Co. Each brief is printed separately. Looseleaf.

ENGLISH MINI-BRIEFS (Kt 88)
3 boxes of individual briefs packaged by Chronical Guidance theoretically based on occupations drawing heavily on the subject matter (English) 8½ x11 stiff paper printed both sides format.

FIREFIGHTERS (Fl 35)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students. Good

FOREIGN LANGUAGE MINI-BRIEFS (Kt 81)

GASOLINE SERVICE STATION ATTENDANT (FI 33 0)
Color, silent 8 mm film loops, about 10 minutes running time. Designed for non-college bound students. Good

GETTING ALONG ON THE JOB (Kt 173)
Junior and Senior High filmstrip plus narrative records.
FLAIZERS (FI 39E)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students. Excel.

GOVERNMENT AGENCIES AND HEALTH (M 84)
Transparencies set with teacher guide & student biblio.

HOME EC. MINI-BRIEFS (Kt 107)
Contents are written briefs based on occupations which draw heavily on home ec background. Set is packaged by Occupational Awareness Co.

HOUSING OUTLINE (W-159)
Exploration of professional and supportive careers related to housing and furnishing. Topical outline from State guide. Xerox copy.

INDUSTRIAL ARTS MINI-BRIEFS (Kt 115)
Teachers guide, student guide to studying careers & set of 8½ x 11 printed briefs of jobs that draw heavily on an I.A. background.

INTERIOR DESIGN MINI-BRIEFS (KT 85 P)
A JOB FOR YOU (Bk 621)
2 copies - paperback 12 chapters such as: First look at Jobs, looking for a job, interview, apprenticeship training, & getting along with others. Large well spaced type, conversational style with reader (student) involvement intended. Good

JOURNALISM MINI-BRIEFS (Kt 83 D)

LAW MINI-BRIEFS (Kt 102)
Box of printed briefs (8½ x 11 stiff paper format) which each cover an occupation which needs a background in law. Very few in package.

LINEMEN AND CABLE SPICERS (FI 37 C)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students. Good

LOCAL TRANSIT BUS TRIVERS (FI 2 G)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students. Excel.

PHYSICAL SCIENCE MINI-BRIEFS (Kt 114)
Contents are written briefs 8½ x 11 size based on occupations which draw heavily on a background in the physical science area. Packaged by Occupational Awareness Co.

PLASTICS SERIES (W-273)
Learning activity packet (LAP) related to careers in plastics. Individual program. No time given. Ditto copy

POWER MECHANICS SERIES (W-274)
Power mechanics as a career in a student individualized program. One portion of program, if opted, for would involve media-another personal contact in the field. Ditto copy

PRIORITIES, DECISIONS, SECURITY (KT-170)
Senior and Jr. High Teacher's guide - filmstrips and games.
PRINTING MINI-BRIEFS (Kt 121)
Occupational awareness set of materials 8½ x 11 size on stiff yellow paper. Contents are intended to represent occupations requiring training in this area.

PUBLIC SERVICES OCCUPATION (M 69)
Notebook of Chronical Guidance briefs as they group them. Occupations in brief format which relate to public service area.

REGISTERED PROFESSIONAL NURSES (Fl 11)
Grade 11-12
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students. Good

ROUTEMEN (Fl 3)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students. Good

SALESMEN AND SALES WOMEN IN RETAIL STORES (Fl 16)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students. Good

SCIENCE MINI-BRIEFS (Kt 112)
Occupations based on a background in this area of study. Format is individual job per page. Stiff yellow sheets boxed loose.

MAIL CARRIERS (Fl 12)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students. Good

MACHINE MINI-BRIEFS (Kt 119)
Occupational Awareness set of materials - 8½ x 11 size on stiff yellow paper. Contents are intended to represent occupations requiring training in this area.

MECHANICS MINI-BRIEFS (Kt 116)
Package of 8½ x 11 stiff paper briefs grouped as jobs which need background in mechanics. Occupational Awareness Co.
METAL MINI-BRIEFS (Kt 120)
Occupations based on background in this area of study. Format is 8½ x 11 stiff paper. One job per sheet.

METALS SERIES (W-275)
Programmed student materials on metals as a career. No time given—requires some outside media to effectively complete. Ditto copy.

MUSIC MINI-BRIEFS (KT 110)
Contents are written briefs based on occupations which draw heavily on a music background.

NATIONAL CAREER INFORMATION CENTER (Ph 557)

THE NATIONS BUILDERS (Kt 20E)
Kit contains filmstrips, tapes and guide: Heavy Equipment Operators, Carpenters, Architectural, Draftsmen, Electricians, Civil Engineering Technicians, Nation's Builders. Grade so the student can take drafting.

OPERATING ENGINEERS (FT 10 E)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good

VENDING MACHINE MECHANICS (FI 5 G)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good

PAINTERS AND PAPERHANGERS (FT 38 E)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students. Good

PERSONAL AND FAMILY MANAGEMENT (Kt 176)
Junior and Senior High School. Filmstrips and narrative records.

PHOTOGRAPHY MINI-BRIEFS (KT 94 O)

PHYSICAL ED. MINI-BRIEFS (Kt 111)
Contents are written briefs based on occupations which draw heavily on p.e. background. Teachers guide & student resource sheets included.

TELEVISION AND RADIO SERVICE TECHNICIANS (FT 43 H)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good

TRUCK MECHANICS AND BUS MECHANICS (FT 44 C)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students. Good
WHAT IS YOUR FUTURE IN THE CHANGING WORLD OF WORK (KT 67)
Grade 9-11
part of the Eyegate series Vocational Opportunities - f.s. & cassette
2 week check-out. Good

WOOD MINI-BRIEFS (Kt 82)
WRITING CAREERS IN ADVERTISING (Kt 166)
Jr. High and Senior High-Filmstrip and narrative record.

Grade 11

A CAREER IN OCEANOGRAPHY (K 136)
A color film and record with printed script on topic. 2 week check-out.
Excl.

AIRPLANE MECHANICS (F1 31)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

AL NORTHERN ENTERPRISES (W7-701)
A high school instructional unit on career exploration of retail establishment jobs. Has student materials included.

A CAREER IN OCEANOGRAPHY (W-295)
Unit has 2 purposes-to help evaluate possible future careers in the area of Child Development and to provide information about children which can be of use in future roles involving inter-relationships.

COMPUTATIONAL OCCUPATIONS (M83)
A vol. of 457 briefs of various occupations listing salaries, hours, working conditions, qualifications, job descriptions, etc. Chronicle Guidance.

CREATIVE ARTS (Bk 584)
Set of 10 autobiography folios in color with heavy visual and low reading emphasis. Deals with careers in the title. People and Choices Series. Good

DISPENSING OPTICIANS AND OPTICAL LAB MECHANICS (F1 24)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

DRAFTING (W7-753)
Unit on career and skills awareness in the field of drafting. Leads student to list 6 drafting career areas and the future occupational outlook for 3.

EXPLORING GOALS (W-235)
Teacher & counselor supplement & assorted learner guide sheets & learner tests. Unit designed to help the learner in relating his abilities scores from DAP to actual vocational areas in which he may later study in depth.

FOREST Ay AIDS (F1 43)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Post secondary training required. Good
GRAPHIC ARTS SERIES (W-294)
Individualized program for student career information & exploration. Some pathways may require additional media.

THE INFORMATION EXPLOSION (W-306)
2 copies each - teacher/counselor supplement and learner's guide. Unit to help learners identify and use a minimum of 5 important sources of vocational and educational material. 55 min. periods.

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS - APPRENTICE LABOR (Ph 550)
Set of apprenticeship materials for electricals.

JOBS IN PRINTING (Kt 229)
8 filmstrips 5-6 minutes each. Typesetter, layout and graphic design, photog cographer, letterpress operator, lithographic cameraman, offset pressman, asst. production manager and bookbinder. Guide book has reprintable job summary sheets. Exel.

MACHINING OCCUPATIONS - ELECTRONICS (Fl 15)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good

MARKETPLACE (Kt 186)
This is a simulation game of our Economic System. It lasts 12 periods and is more comprehensive than a "monopoly game". Excellent unit for High School Business class. Exel.

PLACE SETTING FOR WAITRESS (S-67)
Kit has dishes, silver, glass, & napkin for practice. Typed text & line drawings give directions for learning waitress skills.
CABBAGES TO KINGS (Kt 19)
Kit contains cassettes, filmstrips and guide on retail sales such as Retail Food Checkers. Specialized Retail, Sales and Retail Department Heads.

HOW TO GET A JOB OVERSEAS (Bk 494)
2 paperbacks on same title-informal writing style looks at 17 career areas (including Being a Professional Spy) plus other information such as list of companies overseas, organizations, agencies, clubs. 253 pages and a selected list of companies.

JOB ATTITUDES: ON THE JOB: FOUR TRAINEES (Fs 6)

JOBS IN HEALTH SERVICES (Kt 227)
8 fs & cassettes: Nurse's Aide, Medical Lab Assistant, Optometric Technician, Dental Lab Assistant, Medical Photographer, Radiology Technician. Guide has reproducible summary sheets.

MAN & HIS ENVIRONMENT (Kt 191 Q 1)
FS & record and guide booklet: An introduction to using environmental study areas & script to fs. Billed as a new approach to environmental ed. Designed as teacher in-service, teachers can use it for student orientation by pre-planning with the students or by reading the printed script out loud selectively.

MEDICAL LAB TECHNOLOGISTS (F1 36)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.

POSTAL CLERKS (F1 6)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.

TELEPHONE CRAFTSMEN (F1 47 C)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.

TRANSMISSION AND DISTRIBUTION OCCUPATIONS (F1 32 C)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.

WELDERS-OXYGEN AND ARC CUTTERS (F1 14)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.

YOU & YOUR COMPANY (Bk 624)
Self-Awareness

Grade 9

EMOTIONAL PROBLEMS OF GROWING UP (Bk 533)

FASCINATING WORLD OF WORK - CAREER AWARENESS KIT (Kt 223)
See Career Awareness

FEELINGS STORIES (S-62)
12 picture cards with typed stories, directions call for student to write a story about the picture which reflects their feelings.

FRESHMAN CAREER UNIT (W-278)
See career awareness

HANDLING LIFE SITUATIONS (W-307)
1 teacher/counselor supplement & 2 student booklets. Time 20 to 25 minutes per lesson - set up for individualized instruction. Covers physical traits & personal & social behavior.

HOW SHALL WE LIVE? (Kt 190)
5 fs & records & guides-Leading and Following, Feelings about others, Choosing, Giving and Taking Advice, The Way We Look at Things. These are discussion fs-cartoon drawings with printed introduction read write responses are emphasized. Exel.

PERSONAL VALUES & OCCUPATIONAL EXPLORATION (W-247)
Primarily an individual activity unit with sub-grouping. Emphasis is on formation of values & on value analysis as related to individual career decision and goals. Provides a framework for ordered exploration of facets of development, leading to greater reality in specific decisions to be made in the future. 30 hr, print copy

TEEN LIVING (W-181)
Instructional unit - no copyright release. Designed to help the student understand himself and his relationship to others and be able to apply this understanding to career development regardless of his ability or family background. Looks at: attitudes, self-awareness, personality, values as they relate to personality, decision making & leisure time activities. May not be checked out except with Director's approval.

UNDERSTANDING DATING RELATIONSHIPS (Bk 632)
A CAREER IN JOURNALISM  (Kt 220)
Two part review of careers in this field comes with written script/guide 2 cassettes and 2 fs both filmstrips are interview style. Part 1 looks at the total field, Part 2 looks at personal characteristics involved in the job. Turns questions back to student. Filmstrips are color shots of people in the field. Interviews are very "real." Exel.

CAREER WORLD:  (Ph 485)
1st issue of a subscription to a set of 30 magazines. Each issue to look at 2 career fields. This month they do in-depth Repairmen & Mechanic/ and the Business of Fun (hospitality & Recreation). We will issue separate #’s for each issue. Excellent for exploration of careers. Exel.

JUNIOR GUIDANCE SERIES  (Kt 35)
Relisting by grouping booklets into sets - 10 booklets in a package available total. Titles such as: Discovering Your Real Interests & finding Part-Time Jobs. Good

KNOW YOURSELF  (Bk 659)
5 copies paperback, 11 chapters; Your future & you, your interests, abilities, decision making, talents, how to study occup., etc. Format of information to read, assign, charts & tables questions to answer-good layout. Interesting copy. Exel.

WHO'S WHO?  (Ph 551)
Booklet of self-awareness and understanding others. 6 activities - individual &/or group with references & follow up for becoming aware of stereotypes & personality perceptions of individuals. 91

CHILD DEVELOPMENT  (W-295)
see Career Awareness

DISCOVER CAREERS  (W-324)
Introduction to the World of Work through library research. Examples of student products are included with the 2 page write up.

EXPLORING GOALS  (W-235)
see Career Awareness

MY CAREER GUIDEBOOK - CLASSROOM SET  (Bk 340)
Set of 25 non-consumable guidebooks and 1 counselor/teacher manual. Guidebook is designed for use by students and other concerned about their future careers who wish to make plans for an orderly, intelligent preparation for entrance upon their life work. Looks at personal qualities & career plans in worksheet form with some background information before each selection. Exel.

A NATIVE SONS READER  (Bk 709)
"An anthology of pieces of black authors explaining from the point of view of their sensibility different aspects fo the Afro-American experience in the U.S." Categories in the book include: Roots, South, Migration, City, Children, Church. Restricted Circulation.

ORGANIZING TIME TO ACHIEVE GOALS  (M 29)
20 transparencies designed to teach both the cognitive and effective aspects of time management. Deals with planning, control and evaluation of time plans to meet goals; also with recognition and appreciation of the need for managing time as it contributes to the individual’s well-being and as a source of personal satisfaction. Home Economics oriented. Exel.
SELF-AWARENESS & ANGLO-SAXON POETRY (W-219)
see Career Awareness

THE INFORMATION EXPLOSION (W-306)
2 copies each-teacher/counselor supplement and learner's guide. Unit to help learners identify and use a minimum of 5 important sources of vocational and educational material. 55 min periods.

WESTERN ELECTRIC KIT (Kt 196)
See Career Awareness

WHICH ROAD TO SOMEWHERE (W-241)
Teacher-counselor supplement & learner guide, test & answer sheet. Unit is to help learner to realize the importance of planning to reach his educational & vocational goals. That decisions must be made at the proper points in time to keep as many doors as possible open for as long as possible.

HUMAN RELATIONS KIT (M 92)
5 cassettes and 1 filmstrip. Play money, geometric figures, student workbooks, and 2 guide books.

JOB FINDING 1 (Fs 51)
5 filmstrips: So You Want A Summer Job, How to Find a Job and Keep It, Where Will You Live and Work, When You Go To Work, How To Find a Job For Yourself. Could be used for S.E.

PROPAGANDA GAME (M 107)
A game for thinkers based on the book Thinking Straighter. Game designed to introduce players to some techniques used to distort thinking process. 2-4 players. Getting through rules is complicated.

YOUR JOB INTERVIEW (Kt 151)
Exel.

Appreciations And Attitudes

GRADE 9

ALGEBRA IN OCCUPATIONS (Pt 40)
Series of 20 posters - 8½ x 14 show careers using algebra. Material is still useful despite age.

ARITHMETIC IN OCCUPATIONS (Pt 23)
Set of 18 posters - 8½ x 14 black and white. As title suggests.

BUSINESS CAREERS KIT (Kt 64)
5 x 8 size briefs related to opportunities in the field of business.

CAREER EXPLORATION (Bk 132)
Teacher transparency workbook with ditto master ideas. Suggested by developer for social studies classes.
CAREER EXPLORATORY KIT (Kt 71)
400 briefs (5 x 8) by alphabetical arrangement. Good

CAREERS FOR GOOD WRITERS (Pt 32)
See CAREERS FOR GOOD SPEAKERS.

CAREERS IN ART (Pt 29)
Poster set - 8½ x 14 - black & white. Pictures with captions and suggestions for use. Good

CAREERS IN HOME ECONOMICS (Pt 34)
Poster set - 8½ x 14 black and white drawings and captions with guide to use. Good

CONTEMPORARY ISSUES ON JUSTICE (Bk 674)

DESK TOP CAREER KIT (JUNIOR) (Kt 73)
914 briefs in a metal tray. Arranged in interest areas such as: Science, Physical planning, etc.

FEELINGS STORIES (S-62)
See career awareness

HEALTH CAREERS KIT (Kt 65)
5 x 8 briefs in alphabetical order all related to the field of health. Good

HIGH READING LEVEL COLLECTION (Bk 298)
Collection of 44 books of different topics that can be broken up. Titles such as: Your Career in Teaching, Careers in Hotel Management, United Nations Workers, etc. Exel.

HOW SHALL WE LIVE? (Kt 190)
See Self Awareness

LEISURE TIME: BUSY OR BORED (Kt 175)

MATH IN SCIENCE & TECHNOLOGY (Pt 34)
8½ x 14 black and white posters with captions. 18 posters and teacher guide. Exel.

MY CAREER GUIDEBOOK (Bk 340)
See Self Awareness

OCCUPATIONAL OUTLOOK HANDBOOK (Bk 13)
Excellent reference material at secondary grade levels. It should be worn out in classrooms, not just left on a library shelf somewhere. Excellent, comprehensive, interesting briefs. Exel.

ON PRIVACY (Bk 673)
See Economic Awareness

PERSONAL VALUES & OCCUPATIONAL EXPLORATION (W-247)
Primarily an individual activity unit with sub-grouping. Emphasis is on formation of values & on value analysis as related to individual career decision and goals. Provides a framework for ordered exploration of facets of development leading to greater reality in specific decisions to be made. 30 hrs, print copy (in the future
PERSONALITY DEVELOPMENT II (Fs 69)
Set of 6 fs with guides. Titles:
Taking on responsibilities, Making decisions, Facing disappointments,
Taking criticism, Turning over a new leaf, and To Be Somebody. Not
too impressive.

TEEN LIVING (W-181)
Instruction 1 unit - no copyright release. Designed to help the stu-
dent understand himself and his relation-
ship to others and be able to apply this understanding to career
development regardless of his ab-
ility or family background. Looks at:
attitudes, self-awareness, per-
sonality, values as they relate to
personality, decision making & lei-
sure time activities. May not be
checked out except with Director's
approval.

UNDERSTANDING DATING RELATION-
SHIPS (Bk 632)
New part of Jr. Guidance Series.
One copy. Notable authors-covers;
1) Getting Started 2) Building Fri-
endships, 3) Guidelines for Devel-
yling relationships, 4) Living and
Loving, 5) Understanding dating,
6) Parents and Dating and 7) You
and Your Changing World. Black
and white pictures. Self-quizzes.
Fifty-six pages. Family relations,
Home economics.

VALUE GAME. (M 102)
Card game designed to assist the
player in understanding that ev-
ents are multi-valued and any ev-
ent may involve both the enhance-
ment and deprivation of values.
The players will become aware that
the ability to see and express values
is important in both self-analysis
and in understanding others. He will
develop the ability to view events
in relationship to several values, &
discover that these values are inter-
related. Uses 2 decks of cards.

ATTITUDE AND MANNER: THEIR IN-
FLUENCE ON ACCOMPLISHMENT (M28)
20 transparencies designed to aid
in the presentation and interpre-
tation of the influence of atti-
dude and manner on accomplish-
ment.

BUSINESS BEHAVIOR (Bk 21)
Business textbook. Teacher pre-
paration is necessary. Good

CABBAGES TO KINGS (Kt 19).
Kit contains cassettes, filmstrips
and guide on retail sales such as
Retail Food Checkers, Specialized
Retail, Sales and Retail Depart-
ment Heads. Suitable for High Sc-
hool E.M.H. Good

CAREER DEVELOPMENT LABORATORY
(Kt 75)
Set of 30 cassettes of people
talking about their careers,
teacher's manual and pad of pre-
listing student self-survey de-
vices. Needs to be motivated
to listen.

CAREER EDUCATION PROGRAM (Kt 216)
Computer device with self-correct-
ing feature-individual use only.
Plastic sheets fit onto board. Kit
is comprehensive K-12. Book mat-
erials include Bibliography,
Teacher & student guides for K-6,
7&8 (middle) & 9-12 (secondary) as
well as a 10-12th grade data sheet
book. Plastic sheets are in color
& easy to read. Fascinating but
heavy.
CAREER EXPLORATION AND PLANNING
(Bk 711)
Specimen kit of 3 books - Teacher's manual, text and Student Workbook. Designed as a text for a career exploration class. Parts include: Orientation to School, Understanding Yourself and others, Career Development and Coping with change. Challenging career search using the "treasure hunt" method of discovery.

CHOOSING A VOCATION
(Kt 231)
1 filmstrips, cassettes and guide. Looks at types of careers open to high school graduates. Filmstrip places a great deal of emphasis on the fact that jobs for the unskilled worker are rapidly disappearing and that those with good training in a technical field can make double the money of a average high school graduate. 13 min.

COMPASSION FOR PEOPLE
(Kt 21)
Kit includes filmstrips, cassette and guide: Inhalation Therapist, Licensed Practical Nurse, Mental Health Aide, Compassion for People, Registered Professional Nurse.

CAREER PLANNING
(M 26)
20 transparencies designed to help students become aware of various fields of work and how to arrange for obtaining a job. It covers the various kinds of jobs available to beginning clerk-typist and offers information on aspects of employment application.

EFFECTIVE HUMAN RELATIONS
(M 25)
20 transparencies designed primarily to stimulate discussion and thought concerning human behavior, motivation, and need.

CAREERS RELATED TO SCIENCE CLASSES
(M 57)
28 briefs (5 x 8) project packaged

EFFECTIVE STUDY HABITS
(M 104)
Set of 24 transparencies with overlays with guide & dividers with teacher notes on back. Used as the basis for 1 period lectures on study. Transparencies give suggestions & practice aimed at better used of time. The set can be used effectively to teach study habits as applied to any subject.

CAREERS RELATED TO SOCIAL STUDIES CLASSES
(M 51)
11 briefs (5 x 8) project packaged

ELECTRICITY-ELECTRONIC SERIES
(W-277)
See career awareness

EXPLORING THE WORLD OF WORK
(C 99)
6 cassettes: Interview with working people by interest areas.
FAMOUS QUOTATIONS SET (Pt 41)
30 quotations in metal frame/holder. Inspirational in nature. Good for bulletin board arrangements.

FASHION CAREERS (Pt 33)
Set of 18 posters - 8½ x 14 - black & white pictures with descriptive captions. Good descriptions but pictures are somewhat outdated.

GUIDE TO FINDING A JOB (M 66)
7 transparencies with overlays and guide. Looks at where to find the job and how to secure it. Exel.

HEALTH CAREERS (Bk 19)

INTRODUCTION TO LISTENING (M 25)
20 transparencies that consider the more active phases of listening -- listening with genuine mental and emotional participation. They show the basic differences between good and poor listening habits. They have suggestions for improved listening. Exel.

JOB OPPORTUNITIES NOW (Kt 3)
Kit contains filmstrips and cassettes: Requirements for the World of Work, Achieving Success in the World of Jobs, Job Opportunities in a Supermarket, Job Opportunities in a Hospital, Job Opportunities in a Department Store.

FAMOUS QUOTATIONS SET (Pt 41)
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PLASTICS SERIES (W-273)
See career awareness

POWER MECHANICS SERIES (W-274)
See career awareness

SCIENCE & ENGINEERING CAREERS KIT (Kt 63 F)
5 x 8 career briefs - over 100 - in alphabetical order. Good

SEMI-SKILLED CAREERS KIT (Kt 69)
100 briefs in alphabetical order good awareness of what is available for dropouts. Handy to use. Excel.

SEQUENCES, ARITHMETIC SERIES AND GEOMETRIC SERIES (W-223)
The purpose of this activity is to develop career awareness for the student of the fundamental calculations performed by person employed as actuaries, bank and savings and loan officers in charge of determining how daily interest will be calculated and paid.

VOCATIONAL OPPORTUNITIES (Kt 36)

WHAT ARE YOUR VALUES AND WHY (Kt 228)
Discussion lead - in - style. 6 filmstrips and cassettes - some material on each filmstrip deals with values related to work - other "bands" could be very controverisal. Titles: What do I want out of life?, How can our lives be made more humane, Can our economic system serve human values better, Our National Values, Our Intern Values Do we value the Dem. way of Lf. Good

WHAT IS YOUR FUTURE IN THE CHANGING WORLD OF WORK (Kt 67)
See Career Awareness

WHO'S WHO? (PH 551)
See self awareness

WORLD OF WORK - SET 1 (Kt 27)
Kit contains 6 filmstrips & 3 records: Vending Machine Routeman, Office Workers, Hairdressers, Hospital Workers, Gas Station Attendant, TV Repairman. Records are obsolete - put each side on cassette tape to accompany each f.s. Good

GRADE 11

AGRI-BUSINESS CLUSTER BOX (H)
Contains assortment of media such as: Cassettes with various job titles, pamphlets on careers, etc. Good

AGRICULTURAL CURRICULUM MATERIALS (M 42)
Curriculum guides for State Agricultural Program. Good
BUSINESS & OFFICE CLUSTER BOX (B)
Contains assortment of media such as: Pamphlets on careers, cassettes with various job titles.

CAREERS RELATED ART CLASSES (M 60)
Set of 9 briefs (5 x 8) on subject. Module packaged.

CAREERS RELATED TO HOME ECONOMICS CLASSES (M 58)
13 briefs (5x8) project packaged. Job titles related to home ec.

CHILD DEVELOPMENT (W-295)
see Career Awareness

COMMUNICATIONS & MEDIA CLUSTER BOX (D)
Contains assortment of media such as: Cassettes with various titles, pamphlets on careers, etc. Very generalized. More for browsing if one is undecided on a career.

CONSTRUCTION CLUSTER BOX (E)
Contains assortment of media such as: Cassettes with various job titles, pamphlets on careers, etc.

CONSUMER & HOMEMAKING CLUSTER BOX (P)
Contains assortment of media such as: Cassettes with various job titles, pamphlets on careers, etc. Every Home Ec teacher should utilize this!

CULTURAL AWARENESS (W-215)
Unit designed to help learner attempt to modify and/or accept differences between his personal attitudes & the attitudes of other in regard to culture, life styles, and careers & have a better understanding of them.
MARINE SCIENCE CLUSTER BOX (I)
Contains assortment of media such as: Cassettes with various job titles, pamphlets on careers, etc.

ORGANIZING TIME TO ACHIEVE GOALS
20 transparencies designed to teach both the cognitive and effective aspects of time management. Deals with planning, control and evaluation of time plans to meet goals; also with recognition and appreciation of the need for managing time as it contributes to the individual's well-being and as a source of personal satisfaction. Home Ec oriented.

PLANNING BEYOND HIGH SCHOOL (Kt 31)
Set of 6 cassettes with such titles as: The Community and Junior Colleges, About Colleges and Universities, Vocational Education, Need for Planning, Getting a Job Now, etc.

PROMOTE - ABILITY (M 99)
Set of 8 transparencies. Sketch style - color, with guide.

PUBLIC SERVICES CLUSTER BOX (K)
Contains assortment of media such as: Cassettes with various titles, pamphlets on careers, etc.

SELLING AS A CAREER (Kt 45)
A records and filmstrip on careers in selling. Color, animated.

SPANISH OCCUPATIONS & BUSINESS PLACES (M 22)
20 transparencies in Spanish; They have the names of places of business and the different materials and equipment used in the various professions and jobs.

TRIGONOMETRY IN OCCUPATIONS (Pt 31)
Posters - black & white - 8 1/2 x 14 pictures with descriptive captions and sample problems.

UNEMPLOYMENT IS A SOCIAL PROBLEM (Kt 204)

VOCATIONAL DECISIONS (Kt 5)
Set of 3 filmstrips and cassettes. Introduction to Vocations, World of Work, Counseling in Vocational Decisions. Students need to be motivated before use.

WORLD OF WORK (Bk 312)
High school text for a career oriented liberal arts program. Includes excellent materials for classroom use. Excellent source of handouts.

WORLD OF WORK - SET 2 (Kt 28)
Kit contains 6 filmstrips, & 3 records: Retail salesperson, truck driver, restaurant worker, garment worker, construction worker, electrical assembler. Records would be better on cassette tapes for individual use. Excellent for Special Ed.
YOUR FUTURE IN...
Set of 40 paperback books each with separate title. Copies available also in cluster boxes. (Kt 22)

YOUR SEARCH FOR SELF
Single filmstrip with script on subject. (Black and white) Animated. (Fs 54)

ECONOMIC SYSTEM
A simulation activity requiring at least 1 week of class time and teacher preparation. (Kt 54)

CALCULUS IN OCCUPATIONS
18 poster (8½x14) as title indicates. Black & white with picture and captions. And some sample problems. (Pt 22)

CAREER REFERENCE LIBRARY
Set of 7 books - ENCYCLOPEDIA OF CAREERS & VOCATIONAL GUIDANCE, "JL. 1 & 2. CAREER OPPORTUNITIES in 5 fields, such as: Health Technicians, etc. Hardbound. (Bk 428)

CAREERS IN ATHLETICS
Poster set of 18 (8½x14) black & white. Pictures with descriptive captions. (Pt 24)

CAREERS RELATED TO ENGLISH CLASSES
32 briefs (5 x 8) project packaged. Careers which are heavily language oriented. (M 49)

CAREERS RELATED TO INDOODUAL ARTS CLASSES
38 briefs (5x8) project packaged. Good (M 59)

CAREERS RELATED TO P.E. CLASSES
2 briefs (5x8) project packaged. Briefs discuss advantages and disadvantages of professional football, basketball, baseball, and other sports. Earning, history, duties and outlook for employment also given. (M 54)

GETTING A JOB
See Employability Skills (Bk 628)

GOOD MANNERS AT WORK
See Educational Awareness (M 20)

LIFE CAREER GAME
A simulation decision game requiring at least 1 week in class time and student reading. Teacher needs to know the number of students who will play at a time. Teacher preparation provided in the guide. Teacher should go through this kit himself/herself in order to help students play the game. Very realistic simulation. (Kt 53)

MONEY TREES
Kit contains tapes, filmstripes and guides: Real Estate Appraiser, Bank Tellers, The Money Tree, New Account Clerks, Investments Account Executives, Decoder Operators. Good (Kt 18)

QEK KIT
Set of 400 job briefs, occupusan, Job Family Booklets, and Junior Guidance Booklets. Good (Kt 6)
ON PRIVACY
(M 471)
Set has casebook, curriculum guide for teacher education, and lesson plans. Part of State Bar of California's project on Law in a Free Society. Materials cover K-12 activities on concept of privacy in our society. Excel.

PROPAGANDA GAME
(M 107)
See Self Awareness

SALES PROMOTION
(At 59)
Simulation game. Involves much reading and requires at least a week of classroom time. A didactic game. Good

SCHOOL CHOICE
(M 44)
Materials relating to choosing a school for further education beyond high school. Project packaged. Good

SELECTING EFFECTIVE PEOPLE
(Kt 58)

SIMSOC
(Bk 302)
Participant's manual for simulated society game. Requires reading.

TIPS FOR JOB HUNTERS
(Ph 437)
Set of 4 copies on title. Good

WHAT TO DO AFTER HIGH SCHOOL
(Bk 147)
Non-consumable student workbook, available in classroom sets. Looks at self-evaluation in depth.

WHERE DO I GO FROM HERE: WORK, WORKSHIP, LEISURE
(Bk 440)
Suggested grade 11 & 12. Work-study book from SRA. We have set of 10.

Decision Making

GRADE 9

CAREER EXPLORATION IN THE PHYSICAL SCIENCES
(W-246)
The purpose of this unit is to acquaint students with occupations requiring a knowledge of physical laws and their applicability to the resolution of daily problems. Teacher needs to know how to use the Dictionary of Occupations (DOT). 20 hrs, print copy

CONSUMER EDUCATION
(FS 70)
3 fs - no guide or sound, color with captions printed on. Our role as Consumers in the Market Place, Consumers in Action. Good

DECISION MAKING - I
(W-735)
A 9th and 10th grade instructional unit on decision making on office occupations. Has prototype of handouts included. These are reading assignments as well as worksheets and illustrations. 1-50 min. period. ditto copy.

DECISION MAKING - II
(W-734)
A 9th and 10th grade instructional unit on decision making in the business cluster. Uses a career notebook technique. 5-55 min. periods or as ongoing exercise. Ditto copy

HEALTH CAREERS
(S-68)
Box has health chart, 20 health career slips & sorting device. Students must read chart for each job & then sort by salary, length of course of study, & minimum job requirements.
PERSONALITY DEVELOPMENT II (Fs 69)

TEEN LIVING (W-181)
Instructional unit-no copy-write release. Designed to help the student understand himself and his relationship to others and be able to apply this understanding to career development regardless of his ability or family background. Looks at: attitudes, Self-awareness, personality, values as they relate to personality, decision making & leisure time activities. May not be checked out except with Director's approval.

CAREER PLANNING OF VOCATIONAL GUIDANCE (Fs 67)
See Career Awareness

HULA PARA LA PROTECCION DEL CONSUMIDOR (Ph 501)
25 copies of a pamphlet on consumer ed./consumer protection. Put out by the Attorney General's Office. In Spanish. Good

GUIDE TO CONSUMER PROTECTION (Ph 502)
Set of 30 pamphlets from the attorney general's office. Good

THUNDERBIRD BANK FORMS (M 105)
Packet of all the forms used by Thunderbird bank and given to the project for ideas and teacher production materials. Noncon- sumable, but may be copied. Exel.

EMPLOY-ABILITY (M 98)
See Skill Awareness, Beginning Competance

EFFECTIVE STUDY HABITS (M 104)
Set of 24 transparencies with overlays with guide & dividers with teacher notes on back. Used as the basis for 1 period lectures on study. Transparencies give suggestions & practice aimed at better use of time. The set can be used effective-ly to teach study habits as applied to any subject. Exel.

COLLEGE MATH (Kt 108)
(2 boxes) Set of 60 Mini-Briefs on occupations requiring college level math. Kit includes teacher's guide and student survey sheets. Exel.

BUSINESS (Kt 106)

CAREER EDUCATION PROGRAM (Kt 216)
Computer device with self-correcting feature-individual use only. Plastic sheets fit onto board. Kit is comprehensive K-12. Book mate- rials include Bibliography, teacher & student guides for K-6, 7&8 (middle) & 9-12(secondary) as well as a 10-12 grade data sheets book. Plastic sheets are in color & easy to read. Fascinating but heavy. Exel.

SET OF 6 F.S. WITH GUIDES, TITLED: TAKING ON RESPONSIBILITY, MAKING DECISIONS, FACING DISAPPOINTMENTS, TAKING CRITICISM, TURNING OVER A NEW LEAF, AND TO BE SOME BODY.

GRADE 11

See Career Awareness
EXPLORING CAREERS GROUP I

(Kt 224)
Exel.

KNOW YOURSELF

(Bk 659(1-5)
5 copies paperback, 11 chapters
Your future & you, your interests, abilities, decision making, talents, how to study occup., etc. Format of information to read, assign., charts & tables, questions to answer-good layout. Interesting copy.

(Exel.)

MATH

(Kt 105)
3 boxes
Set of 123 mini-briefs on occupations requiring math. Kit includes teacher's guide and student survey sheets.

Exel.

MATH/ACCOUNTING

(Kt 101)
(2 boxes)

Exel.

MATH MINI-BRIEFS

(Kt 109)
(2 boxes)
Set of 42 Mini-Briefs on Occupations Requiring Math Kit includes Teacher's Guide and student survey sheets.

(Exel.)

TRIGONOMETRY IN OCCUPATIONS

(Pt 31)
See Appreciations and Attitudes

Grade 12

CALCULUS IN OCCUPATIONS

(Pt 22)
See Appreciations and Attitudes

CHOOSING A CAREER

(Kt 134)
Suggested grades 11 & 12 From "Life Issues for Older Teens" series. F. S. & cassette with guide. Designed to provide opportunities for 15-17 year olds to learn how other teens feel about typical life problems. Color photography-no captions.

CHOOSING A VOCATION

(Kt 231)
Filmstrip and tape. High School Seniors discuss what to do instead of college.

GOOD

HOMEMAKING RELATED CAREERS MINI-BRIEFS

(Kt 103)
good

HOW TO GET A JOB OVERSEAS

(Bk 494)
2 paperbacks on same title-informal writing style looks at 17 career areas (including Being a Professional Spy) plus other information such as lists of companies overseas, organizations, agencies and clubs. 253 pages.

Exel.

INSIGHTS INTO CONSUMERISM

(Bk 699 A)
Has transparency, masters for understanding advertising. 7 sections (each are units to teach) cover: What does advertising mean to you, take a look at advertising, Introduction of a product into the marketplace, advertising codes & guidelines, what should consumers know, bibliography & scripts for radio and TV presentations.

Exel.

JOBS IN HEALTH SERVICES

(Kt 227)
See Career Awareness

PROPAGANDA GAME

(M 107)
See Self Awareness
Economic Awareness

Suggested grade 11 & 12 Work-study book from SRA—we have set of 10
Check-out time 2 weeks.

BOOK MENDING
See career awareness

CAREER WORLD: (PH 485)
1st issue of a subscription to a set of 30 magazines. Each issue to look at 2 career fields. This month they do in-depth Repairman & Mechanic/ and the Business of Fun (hospitality & Recreation). We will issue separate #’s for each issue.

CONSUMER EDUCATION (FS 70)
See Decision Making.

TO EXPLORE THE WORLD OF CATALOG PURCHASING (W-228)
Goal: To explore the world of catalog purchasing. Minimum information on activities.

DESKTOP CAREER KIT (JUNIOR) (Kt 73)
914 briefs in metal tray (5 x 8). Arranged in interest areas such as: science, physical planning, etc. Exel.

DESKTOP CAREER KIT (SENIOR) (Kt 72)
1001 briefs in metal tray (5 x 8). Arranged in interest areas. Good

EDUCATIONALLY HANDICAPPED MINI-BRIEFS (Kt 122)
Not suitable for S.E. – all jobs outlined require H.S. education, some specialized classes – chemistry etc. Good

FAMILY LIVING (Fs 17)
8 captioned filmstrips that explain the basic principles which lead to happy and successful family living. Titles such as: Meeting Our Needs, Making Decisions, Dividing Work, etc. No guide. Good

HANDBOOK OF JOB FACTS (Bk 117)
As title suggests, for student reference and use. Best used in Media Center as a quick reference guide. Easy to update periodically. Good

ITEM 41 MINI-BRIEF (Kt 86)
Complete job rundown–very good reference.

JUNIOR GUIDANCE SERIES (Kt 35)
See Self Awareness

LOCAL EMPLOYMENT INFORMATION (M 9)
Local publications updated monthly on local economy and statistics. Exel.

MINI-BRIEFS (Kt 123)
Good

PARTIALLY SIGHTED MINI-BRIEFS (Kt 87)
One – any one – of these kits would be sufficient. Good
Readings in Interpersonal Relationship

Excellent for H.S. remedial reading classes, Spec. Ed. or low English classes in 9th and 10th grades. Approximately 20 pamphlets each of situations in interpersonal relationship with glossary and questions. Exel.

Grade 11

GRAPHIC ARTS SERIES (W-294)

see Career Awareness

MONEY MANAGEMENT (Kt 185)


MONTHLY ECONOMIC LETTER (OCTOBER '72) (Ph 504)

Set of monthly letters, 1972, October covers such topics as general business conditions & capital gains. Very in depth reporting.

MARKETPLACE (Kt 186)

A 12 days game designed to demonstrate how the various sectors of our economy relate to each other, and to demonstrate the principles that underdog our economy. 30 students can play at one time. Exel.

THE BUDGET AS A MEANS TO AN END (Ph 509)

$1.25 each; 1970 A Home Economics Educators Package - contains background information on an instructional unit on the subject with the student materials included. Skeletal information teacher will need to prepapre herself/himself so to make the learning relevant and the most meaningful. Good

UNEMPLOYMENT IS A SOCIAL PROBLEM (Kt 204)

See Appreciations and Attitudes

Grade 12

CAREERS IN ATHLETICS (Pt 24)

See Appreciations and Attitudes

ENTRY LEVEL OCCUPATIONS (M 55)

Set of 75 briefs (5x8) which describe occupations which usually require less than high school education to enter. Exel.

INSIGHTS INTO CONSUMERISM (Bk 699 A)

See Decision Making

PROPAGANDA GAME (M 107)

See Self Awareness
**Skill Awareness, Beginning Competence**

**Grade 9**

### ACTIVITIES, ROLES & OCCUPATIONS (W-267)
See self awareness

### BUS DRIVER, PLEASE TAKE ME HOME (S-61)
Teaches sequences of #’s, 2’s, 5’s & 10’s using flannel board, & felt buses with number children.

### CAKE DECORATING (S-82)
Kit has recipe for icing, decorating tube and tips and directions for use. (EQUIPMENT MUST BE RETURNED CLEAN!)

### CAREER EXPLORATION IN THE PHYSICAL SCIENCES (W-246)
The purpose of this unit is to acquaint students with occupations requiring a knowledge of physical laws and their applicability to the resolution of daily problems. Teacher needs to know how to use the Dic. of Occ. 20 hr, print copy

### CAREER INFORMATION SYSTEM NATURAL RESOURCES (W-236) 1,2
See career awareness

### CARPENTER’S LEVEL (S-65)
See career awareness

### CASHIER PROBLEM (S-75)
Objective: Given a chart, the student will determine change to be given a customer, obeying all principles of change making. Individual student program on a card. Directions and answers given.

### DAIRYING (W-114)
See career awareness

### DRAFTING SERIES
See career awareness (W-272)

### ECOLOGY/IOTA
See career awareness (W7-726)

### ENVIRONMENTAL PROTECTION (Kt 219)
6 fs, 3 cassettes, pad of rating charts. Titles Forestry technician, Sanitation technician, water plant operator, soil conservation technician, food processing lab tech. & an overview. Fs are color & pictures of people on the job. Excel.

### FEELINGS STORIES (S-62)
See self awareness

### LET’S HAMMER (S-31)
See career awareness

### MAKING TOYS THROUGH TEAMWORK (W-254)
See career awareness

### MATH & THE ECONOMY (W-248)
Activities (based on students ability to employ basic computational skills) designed to promote student. Awareness & interest in the part mathematics plays in today’s society. 7-8 hrs, print copy

### NEEDLETRADES TRAINING (W-141)
See career awareness

### ON PRIVACY (Bk 673)
Set has casebook, curriculum guide for teacher education, and lesson plans. Part of State Bar of California’s project on Law in a Free Society. Materials cover k-12 activities on concept of privacy in our society. Good
PHONICS & WORD ANALYSIS SKILLS (Bk 669)
Demonstration set, 2 parts-30 plates as samples of ditto masters & guide designed to help with word recognition skills including auditory perception of long & short vowel sounds, consonant blends & sounds assoc. with written & printed symbols that represent them. Exel.

SCHOOL AND SCHOOL HELPERS (Pt 53)
12 x 18 - pictures of helpers in the school community. Exel.

SEEING LIKENESS & DIFFERENCES (Bk 653)
Demonstration set of materials for all 3 levels of program. Looks as like & diff. in word forms. Actual series uses ditto master, guide & transp. masters. Exel.

SELECTING SAFE TOYS (S-85)
Box has examples of toys for 2 yr. old-some safe and some dangerous. Points to consider in selection for safety and durability Inventory included.

THE COOK (S-65)
See career awareness

ACCOUNTING EQUATIONS (W-721)
A high school programmed instructional unit on the accounting equation which aims at developing skills in accounting. No copyright release signed. 30-60 minutes. Xerox copy

ARTIFICIAL FLOWER ARRANGING (S-15)
Shoebox kit. Cards give directions and information about materials. Kit also includes actual materials to practice-foam, flowers, and vase. Washington Workshop 11/72

CAREER EDUCATION PROGRAM (Kt 216)
Computer device with self-correcting feature-individual use only. Plastic sheets fit onto board-Kit is comprehensive K-12. Book material includes bibliography, teacher & student guides for K-6, 7&8(middle) & 9-12(secondary) as well as a 10-12th grade data sheet book. Plastic sheets are in color & easy to read. Fascinating but heavy. Exel.

A CAREER IN JOURNALISM (Kt 220)
Two part review of careers in this field comes with written script/guide-2 cassettes and 2 f.s. both filmstrips are interview style Part 1 looks at the total field, Part 2 looks at personal characteristics involved in the job. Turns questions back to student. Filmstrips are color shots of people in the field. Interviews are very "real." Exel.

CAREER INFORMATION SYSTEM-TRADE AND FINANCE (W-262)
See career awareness

CAREER OPPORTUNITIES IN THE FOOD FIELD (W-276)
See career awareness

CAREERS IN COMPUTERS (Kt 221)
See Career Awareness

CAREERS IN LAW ENFORCEMENT (Kt 225)
See Career Awareness
ENGLISH 4-B (W7-720)
An English activity packet tying in language skills with gaining information about the world of work (via a term paper) and expanding those skills to be able to enter the world of work with business letter writing. 45 min. ditto copy.

EXPLORING THE INDUSTRIES (BK 648)
Industrial arts text & workbook—covers drafting, woods bench metals, heat training & forging, sheet metal, art metal, elec & electronics & plastics. Also 1 copy Drafting & Planning test. Exel.

HOUSING OUTLINE (W-159)
See career awareness

A JOB FOR YOU (Bk 621)
See Career Awareness

JOBS IN HEALTH SERVICES (Kt 227)
8 f.s. & cassettes - Nurse’s aide, Medical lab Assistant, Orthometric Technician, Medical Photographer, Dental lab Assistant, Radiology Technician Guide has reproducible job summary sheets. Exel.

MODERN CRAFTSMAN (Kt 141(2)
This would be a good for High School. General Arts and Craft classes. Cassettes with filmstrips Exel.

MUSIC METER (W7-722)
Instructional unit for grades 9-12. 1 page "unit" describing how to teach 3 different meter patterns to Jr. instrumental students. 45 min.

ORGANIZING TIME TO ACHIEVE GOALS (M 29)
Exel.

CAREER EXPLORATION AND PLANNING (BK 711)
Specimen kit of 3 book—Teacher’s manual, text and Student workbook. Designed as a text for a career exploration class. Parts include: Orientation to School, understanding Yourself and other, Career Development and Coping with change.

CAREERS THROUGH PAINTING (W-226)
Lists cognitive, affective and psychomotor objectives for advanced painting students using oils.

DEBITS/CREDITS (W7-736)
A programmed instructional unit in accounting. 30-60 minutes to complete. Non-consumable.

DRAFTING (W7-753)
see Career Awareness

ELECTRICIAN’S WORK (S-93)
A very extensive kit with instruction booklet, step by step guide, tools, and materials for wiring problem, fuse replacement, etc.

EMPLOY-ABILITY (M 98)
Set of 8 transparencies. Color sketch style with guide. Good

ABC of Getting & Keeping a Job (KT 179)
8 filmstrips plus 4 tapes, with teachers manual concerns the ABC's of getting and keeping a job. Good

INCOME & EXPENSE (W7-723)
Programmed unit in accounting. Major concept - income & expenses. 1 copy of student program - must be duplicated for student actual use. 30-60 minutes to complete.
INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS-APPRENTICE LABOR (Ph 550)
Set of apprenticeship materials for electricians.

JOBS IN PRINTING (Kt 229)
3 filmstrips 5-6 minutes each.

THE METRIC SYSTEM (W-220)
Goal: to demonstrate beginning skill competency in the metric system basic to the manufacturing occupations. Uses mass, volume, force in metric digits.

TYPEWRITING (W-322)
Give complete coverage of letter placement, programmed unit. Takes 2-55 min. periods.

UNEMPLOYMENT IS A SOCIAL PROBLEM (Kt 204)
See Appreciations and Attitudes

USED CAR SALESMAN (W7-702)
see Career Awareness

WHAT YOU SHOULD KNOW ABOUT OSHA (Ph 559 (3))
Materials related to the Occupational Safety and Health Act of 1970—Public Law 91-596 a sales promotion package.

YOUR FUTURE IN SHORTHAND (0 121)
Record on future in & how to develop shorthand speed. Record explains the place of secretaries in big business and "how to" develop shorthand speed. Would probably be used more if on tape. Side 2 is a dictation disk.

APPLYING FOR A JOB (M 94 (1)
95 cards with one statement per card dealing with how to apply for a job. Answers to the statements are in multiple choice form. The answer to the question is given on the reverse side of the card along with a narrative on the reason for the answer.

CHOOING A VOCATION (Kt 231)
1 filmstrip, cassettes and guide. Looks at types of careers open to high school graduates. Filmstrip places a great deal of emphasis on the fact that jobs for the unskilled worker are rapidly disappearing and that those with good training in a technical field can make double the money of a average high school graduate. 13 min.

FLUID INSTRUCTION SERIES (Kt 211)
Specimen set—Unit in package teaches student how to operate duplicator, covers master imaging and fluid application. (Plan to replace all consumed materials) (step by step) Programmed instruction to teach operation of duplicator, how to make master images and techniques in fluid applications.

ON PRIVACY (Bk 673)
Set has casebook, curriculum, guide for teacher education, and lesson plans. Part of State Bar of California's project on Law in a Free Society. Materials cover K-12 activities on concept of privacy in our society.

SERVICING A STUDENT'S OWN TV RECEIVER (W-229)
Goal: To develop the students skills needed to service and repair his own tv receiver.
General outline - no details included.
SUCCEEDING ON THE JOB

95 cards dealing with points on how to succeed on the job. Answers to multiple choice questions are presented on reverse side of cards. Also with the answer is a short narrative on the reason for the answer. 10 sets. Exel.

EMPLOYABILITY SKILLS

Grade 9

CONTINUING EDUCATION

4 fs, 4 records on vocational counseling. Titles: Job Adaptability, Crystal Ball, Continuing Education, and Closing the Education Gap. Exel.

MAKING FRIENDS AT WORK

15 transparencies with titles such as: Getting acquainted, Helping and Asking for help, Kindness and Honesty, Sharing, etc. Good

RICHARD TURNER SERIES

Student workbook set of materials, with titles of: Wanting a Job, Training for a Job, Starting a Job, Changing a Job, Looking for a Job. Use as prototype for possible school purchase. Good

TYPING SKILL PROGRAM

Programmed unit on vertical and horizontal centering intyping procedure. Student materials prototype 2 to 5, 55 min. periods.

HOW TO GET A JOB & KEEP IT

Worktext is designed to give direction & practical assistance to those who are Job Hunting. Provides the potential employee with sound guidance as he takes a self inventory, learns about job sources, selects his particular job preference, fills out a job application form, goes for the job interview and finally gets the job. Has exercises and sample forms.

JOB FINDING I

5 filmstrips: So, you want a summer job, How to find a job and keep it, Where will you live and work, When you go to work, How to find a job for yourself. Could be used for S.E. Poor

JOB HUNTING MATERIALS

Project collected materials related to looking for work. Exel.

JOBS IN YOUR FUTURE

Workbook with stories and information related to self-evaluation, kinds of work and how to get and keep a job. Good
KNOWLEDGE NEEDED TO OBTAIN WORK (M-108)
Materials - transparencies and teacher instructions to help prepare students in the techniques of seeking, applying for & securing a job. Units: Selecting a job, Finding openings, Filling out an application, preparing for an interview, interviewing, follow-up on job application.

LEARNING SYSTEM FOR OFFSET INSTRUCTION (Bk 697)
Specimen copy; Programmed text teaching use & techniques for the off-set press. 7 parts - self contained except for machine. Has pre & post tests. (Ours non-consumable) Exel.

Local Economy Booklet (M 9)
Local publications updated monthly on local economy and statistics. Exel.

ON THE JOB: FOUR TRAINEES (Fs 6)
Filmstrip & 2 cassettes; for use by Co-op classes only. Good

THE RATIONAL DECISION MAKING PROCESS (N 23)
20 transparencies to be used with primarily Junior and Senior students. They consider decision making and the different aspects of it. Home economics. Exel.

GRADE 11

AT NORTHERN ENTERPRISES (W7-701)
see Career Awareness

A V ASSISTANT (W-237)
Packet to help identify & develop career awareness & skills of the fundamental tasks performed by persons employed as library aides or assistants in an A V center.

COMMUNICATION/EMPLOYABILITY SKILLS (W-300)
Goal: to acquaint the student with the way to effective communication by the student's employability skills to a prospective employer. Letters of application.

ELECTRICIAN'S WORK (S-93)
see Skills Awareness

EMPLOY-ABILITY (M 98)
See Skill Awareness, Beginning Competence

INCOME & EXPENSE (W7-723)
see Skills Awareness

INDIVIDUALIZED INSTRUCTIONAL PACKAGE FOR IBM CARD PUNCH SIMULATOR (W-221)
Goal: to acquire those employability skills and concepts necessary for the anticipated career. 1 week

NEWSPAPER APPLICATION (W7-728)
To demonstrate appropriate written communication skills for career placement; given a newspaper want ad, students will be able to write a letter of application & resume.

WESTERN ELECTRIC KIT (Kt 196)
See Career Awareness

GRADE 12

FINDING A JOB THROUGH THE NEWSPAPER (Bk 492)
Set of 30 non-consumable programmed learning books on the topic. Exel.
CAKE DECORATING
See career awareness

CAREERS IN HOME ECONOMICS
See Appreciations and Attitudes

ENVIRONMENTAL PROTECTION
6 fs, 3 cassettes, pad of career rating charts. Titles: Forestry technician, Sanitation technician, water plant operator, soil conservation technician, food processing lab tech. & an overview. Fs are color & pictures of people on the job.

EXPLORING THE INDUSTRIES

EXPLANI THE INDUSTRIES

HEALTH CAREERS
Poster set—8½ x 14 pictures and captions. Could be used to go with Kit 65. Good except, pictures old fashioned or lack motivation, but narrative below pictures is good enough to bring up the overall rating.

HEALTH CAREERS KIT
See Appreciations and Attitudes

HOUSING OUTLINE
See career awareness

HOW TO CHOOSE YOUR WORK
5 copies, non-consumable student workbook. Based on self-analysis, "in order to be successful in your work, the first thing you must do is to choose a vocation in which you can be successful. This book is to help you make this choice". Parts: What Do You Want To Do?—covers goals, money, security, fame, comfort, self-ratings, what do tests tell you. Part 2: What Can You Do?—Aptitudes, skills, experience; education, personal qualities. Part 3: Kinds of work: available to you, job classifications, future outlook, special problem groups (includes women)
CAREER DEVELOPMENT LABORATORY (Kt 75)
Set of 30 cassettes of people talking about their careers, teacher's manual and pad of pre-listing student self-survey devices. Students need motivation to listen to it.  Exel.

CAREER EXPLORATORY KIT (Kt 71)
10 briefs (5 x 8) in alphabetical arrangement. Simple reading level.  Poor

CAREER GAME (Kt 74)
Programmed learning in "game" form with cards. Comes with filmstrip and be to introduce format to class. Can be used in connection with the Career Development Lab.  Exel.

CAREER IN JOURNALISM (Kt 220)
A part review of careers in this field with written script/guide - 2 cassettes and 2 fs both filmstrips are interview style. Part 1 looks at the field, Part 2 looks at personal characteristics involved in the job. Questions back to student. Filmstrips are color shots of people in the field. Interviews are very "real". 10-minutes each.  Exel.

CAREERS RELATED TO AGRICULTURE (M 61)
Set of briefs (5 x 8) in envelope on subject. Project packaged.  Exel.

CAREERS RELATED TO BUSINESS CLASSES (M 62)
8 briefs (5 x 8) project packaged.

CAREERS RELATED TO INDUSTRIAL ARTS CLASSES (M 59)
38 briefs (5 x 8) project packaged. 4 in depth booklets included.  Good

CAREERS RELATED TO MATH CLASSES (M 53)
See Appreciations and Attitudes

CAREER MONOGRAPHS (Bk 17)
Series of 40 booklets each on a career.

CAREERS RELATED TO SOCIAL SCIENCE CLASSES (M 51)
11 briefs (5 x 8) project packaged.  Good

CAREER WORLD (Ph 512)
Set of 30 magazines. Feature articles: Money & Banking, Careers and Careers in Psychology. Up to date and eye-catching format.  Exel.

EMPLOYMENT OUTLOOK SET (Ph 406)
30 reprints from Occupational Outlook Handbook. Titles such as: Lathers, Telephone Industry, Urban Planners, Blacksmiths. Should include all titles that are included because they cover very interesting areas such as: telephone installers, janitors, etc. Many of these titles are not available from other sources.  Exel.

FINDING YOUR JOB - UNIT I (Bk 495)
Set of 5 spiral bound books & index designed for special ed students. There are 12 careers per book & a supplement in volume I on how to get a job and keep it. Jobs discussed are at the ability level and reading level of the students involved.  Good
FIDE TO FINDING A JOB (M 65)  
20 transparencies to be used with primarily Junior and Senior students. They consider decision making and the different aspects of it. Commerce oriented. Exel.

HEALTH CAREERS (Bk 19)  
See Appreciations and Attitudes

A JOB FOR YOU (Bk 621)  
See Career Awareness

RATIONAL DECISION MAKING PROCESSES (M 23)  
20 transparencies with overlays and guides. Looks at where to find the job and how to secure it. Exel.

JUNIOR GUIDANCE SERIES (Kt 35)  
See Self Awareness

KNOWLEDGE NEEDED TO OBTAIN WORK (M 108)  
See employability skills

VOCATIONAL PROGRAMMED LEARNING BOOKS (Kt 23)  
be checked out as a kit, or as separate books in sets of 10 after September (13 books). Books include Choosing Your Job, Finding a Job Through the Newspaper, Finding & Holding a Job, Machine Repairman, Household Appliance Repairman, Office Occupations, Office Machine Repairman, Office Occupations, Operating Technicians, Food Service Worker, Electronics Technician, Building Maintenance Worker, Air Conditioning Repairman, Automobile Mechanic, etc. Exel.

SECRETARIAL CAREERS (Pt 26)  
3½ x 14 poster set. 20 pictures with captions and suggestions for use. Clothes somewhat dated pictures. Good

SEMI-SKILLED CAREERS KIT (Kt 69)  
100 briefs in alphabetical order good awareness of what work is available for dropouts.

WORLD OF WORK - SET 1 (Kt 27)  
Kit contains 6 filmstrips & 3 records: Vending Machine Routeman, Office Workers, Hairdressers, Hospital Workers, Gas Station Attendant, TV Repairman. (Exel.)

WORLD OF WORK - SET 2 (Kt 28)  
Kit contains 6 filmstrips & 3 records: Retail Salesperson, Truck Driver, Restaurant Worker, Garment Worker, Construction Worker, Electrical Assembler. Exel.

VOCATIONAL OPPORTUNITIES (Kt 36)  
See Appreciations and Attitudes
Grade 11

AGRICULTURAL CURRICULUM MATERIALS
(M 42 H)
Curriculum guide for state agricultural program.

AT NORTHERN ENTERPRISES (W7-701)
see Career Awareness

CAREER EXPLORATION (Bk 132 A)
A teacher transparency workbook with ditto master ideas. Suggested by developer for social studies classes.

Desk Top Career Kit (SR) (Kt 72)
1001 briefs in metal tray arranged in interest areas.

EFFECTIVE STUDY HABITS (M 104)
Set of 24 transparencies with overlays with guide & dividers with teacher notes on back. Used as the basis for 1 period lectures on study. Transparencies give suggestions & practice aimed at better use of time. The set can be used effectively to teach study habits as applied to any subject.

WHAT YOU SHOULD KNOW ABOUT OSHA (Ph 559 3)
Materials related to the Occupational Safety and Health Act of 1970 - Public Law 91 - 596 a sales promotion package.

Grade 12

CAREERS IN ATHLETICS (Pt 24)
See Appreciations and Attitudes

CAREERS RELATED TO P.E. CLASSES (M54)
See Appreciations and Attitudes

CAREER REFERENCE LIBRARY (Bk 438)
Set of 7 books: ENCYCLOPEDIA OF CAREERS & VOCATIONAL GUIDANCE, VOL. 1 & 2. Also CAREER OPPORTUNITIES in 5 fields such as Health Technicians, etc. Hardbound.

CAREERS RELATED TO ENGLISH CLASSES (M 49)
32 briefs (5 x 8) project packaged Careers which are heavily language oriented.

CONTINUING EDUCATION (Kt 225)
Four f.s. - 4 records on vocational counseling. Titles: Job Adaptability, Crystal Ball, Continuing Education, and Closing the Ed. Gap.

GOOD MANNERS AT WORK (M20)
15 transparencies with titles such as: Consideration for others, telephone manners, being polite and trustworthy, distractions, etc.

HOW TO GET A JOB OVERSEAS (Bk 494)
2 paperbacks on same title-informal writing style looks at 17 career areas (including Being a Professional Spy) Plus other information such as lists of companies overseas, organizations, agencies and clubs. 253 pages.

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS-APPRENTICE, LABOR (Ph 550)
Set of apprenticeship materials for electricians.

JOB INTERVIEW AND APPLICATION (Kt 215)
2 boxes - 4 filmstrips and 2 records in each. Titles: Job Application sources, preparing for the interview, Do's and Don't during the interview, Job application(letter and resume)
MAN & HIS ENVIRONMENT  (Kt 191(1))
Fs & Record and guide booklet:
An introduction to using environmental ed. Designed as teacher in-
service, teachers can use it for
student orientation by pre-plann-
ing with the students or by read-
ing the printed script out loud
selectively. Good

OEK KIT  (Kt 6)
Set of 400 job briefs, occusan,
Job Family booklets and Junior
Guidance Booklets. Good

ON PRIVACY  (Bk 673)
Set has casebook, curriculum, guide
for teacher education, and lesson
plans. Part of State Bar of Cali-
ifornia's project on Law in a Free
Society. Materials cover K-12
activities on concept of privacy
in our society. Excel.

SPANISH OCCUPATIONS & BUSINESS
PLACES  (M 22)
20 transparencies in Spanish:
they have the names of places of
business and the different pro-
fessions and jobs. Excel.

TIPS FOR JOB HUNTERS  (Ph 437)
Set of 4 copies on title. Good
AVAILABLE FOR GENERAL CHECK-OUT

ACCEPTING CREDIT RESPONSIBILITY
PH 356
Program in print-commercial-on the topic. Teacher and student booklets 1 each. Continental Illinois Bank And Trust Company

ADVENTURES IN SUCCESS C 124
Six "how to" tapes and an accompanying student manual which gives specific recommendations and background information on: How to: Discover your Real Self; Develop more self-confidence; Solve problems and make decisions; Gaining cooperation from others; Harness Goal power; Talk with people. Int'l Teaching Tapes

ANSWERING THE WANT ADS Kt 150
Designed for Special Ed. Has 2 film strips-programmed with gimmick answer sheets, 10 student booklets. Main content is academic work using the topic as medium to convey concept. Educational Projections Corp.

AURALLY HANDICAPPED MINI-BRIEFS Kt 124
Set of job briefs all suitable for those described in the title. Loose in box. Yellow-heavy paper. With teacher manual and sample student worksheet. Occupational Awareness

BASIC PRINCIPLES IN FAMILY MONEY AND CREDIT MANAGEMENT Bk 600
One book about credit in our economy sale and consumer finances and consumer credit. National Consumer Finance Association

BE INFORMED Bk 611
Series of papers stapled together, printed each on a topic with text and quiz sections. Designed for adults with low reading and math skills. They are looking at consumer education and job-hunting and keeping skills. New Readers Press

BEAUTY OPERATOR S 107
Kit has curlers, spraynet, Hairdo's book, wiglet, mirror, brush and talk assignment. Inventory in top of box and DOT description. Jolene Green

BUSINESS VOCATIONAL PLANNING C 114
Six cassette topics on college, free and study time, habits, interviews, budget planning and saving money, also about secretary and reception list. Fidelity Pro. Co. Educational Sensory Programming

CAREER AWARENESS, DRAFTING W7 753
Article for 11th grade. A unit on career and skills awareness of opportunities in the field of drafting. WACOP

CAREER DECISIONS Bk 527
Five books, on making decisions, looking for work, people who help. National Vocational Guidance Assoc.

CAREER IN ENGINEERING KT 248
2 filmstrips and cassettes. Part 1 gives overview of area and Part 2 focuses on specifics of a given career area. Series of interviews with people who are successfully working at the job, people who are supervising them and the people who hire them. Extensive background for the teacher and additional activities and discussion topics are in the manual. Part I is 13:35 min. Part II is 18:23 min. Pathoscope Educational Films-Associated Press

A CAREER IN HEALTH SERVICES KT 253
The increasing demand for medical care has created an unprecedented need for health manpower and has created new jobs within older health services. Filmstrips and cassette, 1 look at the health care team concept developed in part 2 (filmstrip and cassette) they go to a hospital in Chicago and interview people there. Guide includes discussion questions and excellent background material. Pathoscope Ed. Films-Associated Press

CAREER MATH M 78
Transparency workbook. Paperback book has teacher instructions, transparencies for each lesson and pre-printed spirit masters (ours non-consumable). Deals with basic math applications to working world. Teacher transparency workbook VMI
CAREER POSSIBILITIES POSTERS  Pt 9
Series of posters - all drymounted on stiff board - dealing with work possibilities in the different subject matter areas. Careers

CAREER WORLD  PH 563
(Innkeeping)

CAREER WORLD - Oct '73  PH 562
("Hands on" Jobs in Manufacturing)
Magazine - 30 copies - feature is "Hands on Manufacturing", plus animal care workers, children's librarian, radiopharmacist and "Ms Magician".

CAREERS IN AEROSPACE PT. I  Kt 177
Series of tapes and films about careers in aerospace. These look into training and personality as well as skills on the job. Eyegate

CAREERS IN AEROSPACE PT II  Kt 178
A series of films and tapes about aerospace. Additional occupational areas are covered which emphasize the maintenance and counter jobs in air travel. Eyegate

CHOOSING A CAREER  KT 134
Cassette, film strips from series, "Life Issues of Older Teens". Color no guide-open ended discussion format. SVE

CHOOSING A PROFESSION  C 113
Cassette series- no printed or visual materials. 36 cassettes on different professional careers with descriptions of the work and how to get into the field, etc. Educ. Sensory Program

CLOTHING MINI-BRIEFS  KT 104
Box contains jobs which benefits from a background in clothing. Briefs are printed on yellow stiff paper, loose in box. Teacher manual and student worksheet included. Occupational Awareness

CONSTRUCTION MINI-BRIEFS I & II  KT 80
Mini-briefs packaged loose in box are printed on yellow loose in box. Comes with teacher guide and student worksheet prototypes. Careers are prepared to need Construction background. Occup. Awareness

COSMETOLOGISTS  FL 15
8 mm silent color filmloop for technicolor projector. Covers in about 5 minutes. The major aspects of the work involved. Encyclopedia Britannica

DATA PROCESSING  KT 235
6 filmstrips with cassettes plus a career rating chart to be filled out while viewing the filmstrips. Titles "Key punch Operator", "Computer Aids Secretary", "Computer Technician", "Computer Operator", "Computer Programmer", and an overview filmstrip. ZONAR

DRAFTING MINI-BRIEFS  KT 117
Teacher guide, student worksheet sample and box of job descriptive briefs. Occup. Awareness

EDUCATION FOR OCCUPATIONS  Kt 174
Update of an older series uses film strips and cassettes to show six work areas special ed students find success in. Eyegate

ELECTRIC MINI-BRIEFS  Kt 118
Job briefs relating to work using electrical background. Teachers guide and student worksheet sample provided in box. Occup. Awareness

ELNA STONE SET  Bk 339

EMPLOYMENT OPPORTUNITIES  Kt 183
Three records with six film strips about different employments. Avid Corporation

EXPLORING OCCUPATIONS IN THE NATURAL RESOURCES  Bk 714
FINDING YOUR JOB KT 239
Three filmstrips with 6 cassettes on shopping for a job, and also about interviews. From Eyegate

FINE ARTISTS AT WORK KT 222
5 filmstrips/cassettes; interviews with artists at work; Life styles. Titles include: Metal Sculptor, Water Colorist, Stone Carver, Wood Engraver, Acrylic Painter. From AIDS

THE FIRM KT 57

FOOD MINI-BRIEFS KT 92
Set of briefs designed for browsing by students who are taking food classes. 8½ x 11 printed pages summarize jobs related to the class. Occupational Awareness

FOOD SERVICES KT 234
6 filmstrips with cassettes plus a career rating sheet to be filled out while viewing filmstrips. Titles: 1) Overview, 2) Baker, 3) Meat Cutter, 4) Catering truck operator, 5) Cook helper, 6) Chef

GENERAL MATH MINI-BRIEFS KT 109
Browsing briefs on 8½ x 11 stiff yellow paper related to jobs needing general math background to be successful. Occupational Awareness

GETTING A JOB BK 623
Two books with two teachers manuals on getting a job. Fearon Publishing, Belmont, CA

GETTING ALONG ON THE JOB KT 173
Kit consists of 6 filmstrips and two records. Avid

GEOMETRY IN OCCUPATIONS PT 35
Posters with half-tone pictures and lengthy blurb underneath depicting jobs needing geometry to be successful. J. Weston Walch Portland, Maine

HEALTH MINI-BRIEFS KT 93
Browsing library of briefs describing jobs which benefit by a background in health class. Includes teacher manual and suggested student study materials. Occupational Awareness

THE INTERVIEW KT 145
Has filmstrips with answer keys from Educational projects Co. Guidance Associates

IT'S YOUR FUTURE KT 172
With filmstrips and cassettes and teachers manual. Eyegate

JOB ATTITUDES: TROUBLE AT WORK FS 5
Kit contains Filmstrip and cassettes as well as guide. Looks at problems people have at work due to attitudes open ended format. Guidance Asso.

JOB FINDERS: IT PAYS TO ADVERTISE BK 508
Book on answering ads and going to apply. Bellman publishing Co.

JOB FINDING KIT BK 499
Five paperbacks, fundamental types to teach people how to get their own jobs. Coordinating Council for Occupational Education State of Wash.

JOURNALISM MINI-BRIEFS KT 83
Briefs discussing jobs where a journalism background is useful. Teachers guide and student worksheets. 8½ x 11 stiff yellow paper. Occupation Awareness

LAW MINI-BRIEFS KT 102
Set of materials showing jobs where law background is useful. Browsing style. 8½ x 11 format. Teachers guide and student worksheet. Occupational Awareness

LIFE SCIENCE MINI-BRIEFS KT 113
Mini-briefs are one page summaries of jobs. These all relate to jobs where background in Life Science is helpful. Colorful paper. Teacher's guide & student summary sheets. Occupational Awareness

MAN HAS WINGS KT 2
1 instructors handbook on aircraft, five different booklets, 3 cassettes and 6 films on air control, pilots and machines, etc. Bowmar
MANAGING PERSONAL INCOME PH 355

METAL WORKING KT 236
6 films strips with cassettes plus a career rating chart to be filled out while viewing the filmstrip. Titles: 1) Overview 2) Welder 3) Machinist 4) Electroplater 5) Sheet metal worker 6) Foundry worker. ZONAR

MONEY MANAGEMENT KT 143
Five notebooks on different kinds of checks. 4 folders with different kinds of money management needs. T. S. Denison & Co., Inc.

OCCUPATIONAL GUIDANCE UNIT I BK 540
8 volumes and index - each volume contains 20 jobs descriptions. Special bound units. Finney Company

OPPORTUNITIES IN RETAILING Pt 54
Half-tone pictures with lengthy captions suitable for individual or small group work. About 18 in. set with directory. J. Weston Walch

PATHWAY TO YOUR FUTURE BK 509

PERSONAL SERVICES OCCUPATIONS N
Cluster box of project collected materials both free and purchased, reading and non-print, some for consumption and other must be returned. WACOP

PLASTICS, FORMING AND DESIGN KT 238
6 films strips with cassettes plus a career rating chart to be filled out while viewing the filmstrips. Titles: 1) Overview 2) Plastic Lay-up Man, 3) Mold Maker, 4) Pattermaker/Form Die Maker, 5) Mold Setter, 6) Machine operator. Zonac

PLUMBERS & PIPEFITTERS FL 51
Two technicolor magi-cartridge about plumbers and pipefitters. Encyclopaedia Britannica

PREPARING FOR INTERVIEWS BK 141
A teachers transparency workbook with ditto masters minimum teacher guide. VMI

PRODUCTIVE THINKING PROGRAM KT 55
Courses in learning to think. Teachers' guide, problem sets, Basic Lesson 3, Reply booklet. Charles E. Merrill Pub. Company

SALES MINI-BRIEFS KT 95

SELECTING A JOB KT 146

SKILLED & SEMI-SKILLED OCCUPATIONS PT 56
18 black and white posters, requirements and possibilities. Sampling of only a few of thousands of jobs. J. Weston Walch

SPEECH & DRAMA MINI-BRIEFS KT 96
15 mini-briefs, related occupations, teachers guide, & student survey sheet. 8½ x 11 stiff yellow paper, Occupational Awareness

STEWARDESSES FL 49
8 mm silent color filmloop showing the stewardess at work. Encyclopedia Britannica

SWIMMING POOL SERVICEMAN W 343
Unit designed to give learning entry level skills and knowledge to begin the job as a swimming pool serviceman. Designed for individual learning. 4 sections - Instructor's packet, Learner's packet, exercise and worksheet packet and test packet. Lessons such as: Job characteristics, equip. and materials, pH scale, pump, filter, trouble shooting, customer relations. Meco

A TELLER (BANK) S 101
Shoebox - career information re: Bank Teller and related jobs. 4-transaction activities, general business supplement. WACOP
TRANSPORTATION OCCUPATIONS
Cluster-box project prepared. Contains free and purchased materials related to jobs in this cluster.

TYPING MINI-BRIEFS KT 91
Briefs discussing jobs where typing is required. 23 8½ x 11 inch stiff yellow pages. Teachers guide and student worksheets.

USING CREDIT WITH UNDERSTANDING M 38
Transparencies to help student develop concepts concerning wise use of credit. 3M Corporation

USING THE WANT ADS KT 148
2 fs, looks at basic skill development through the use of career related topics. Teacher review of materials needed. NO guide.

VOCATIONAL BIOGRAPHIES BK 719
An up-dated version of already stocked booklets on various careers. Format includes personal interviews, salary and educational information duties and further information sources. Vocational Biographies Box 146.

YOUR JOB & YOUR FUTURE Bk 531
Paperbook, Basic information about jobs salaries, and skills, exercises Webster Dev.- McGraw

DEMONSTRATION COPY ONLY
(available on limited checkout)

ACCOUNTING CLERK GUIDE PART I W 348
Instructor's packet, Test packet, learner packets. Designed to provide knowledge necessary for entry into a position of accounting clerk. Opportunities are included to learn accounting theory, payroll system and data processing. Needs textbook. Individual time determines. Mesa

AIRLINE SALES REPRESENTATIVE FL 57
8mm color film loop-4 minutes. Loop shows representative involved with passenger group sales and sales of freight to be shipped on his airline. Printed guide covers sequence and discussion questions.

BUILDING TRADES WORKERS KT 251
Teacher guide on the filmstrips. 10 filmstrips and 5 cassettes, Titles: Interior painter, exterior painter, finishing carpenter, roughing carpenter, plasterer, concrete bricklayer, sizer, roofer, plumber. Very detail on-the-job exposure. Lengthy vocabulary, tools lists, skills lists, safety considerations and activities on filmstrip guide. Eye Gate

CAREER DEVELOPMENT BK 764
(STUDENT WORKBOOK) 67 page, 8½ x 11 paperback workbook Designed to be used in a mini-course or guidance activity or as program individual learning. Starts with self, job study through interviews, work-study and exam. Occup. Awareness.

CAREER IN EDUCATION KT 256
2 filmstrips and cassettes. Part 1 explores through interviews the broad area of education as a vocational choice. Part 2 develops career profiles for students to identify with. Good background information for teaching, administrator, librarian, guidance counselor. Pathoscope Educational Films-Associated Press.

CAREER IN NURSING KT 247
2 filmstrips and cassettes and guide. Part 1 provides a broad picture of a career area using interviews with real people working at real jobs. Stresses relative importance of a given career to society in general. Part 2 focuses on the details of a given area of Nursing. Creates a profile against which the individual measures himself. Practical Nursing not mentioned. Very good background information in manual for teacher's use. Pathoscope Educational films-Asssociated Press.
DEMONSTRATION COPY ONLY

CAREER IN SALES  KT 252

The opportunities, challenges, qualification and rewards in the extensive field of sales are surveyed in this program via a broad spectrum of people in sales who share their experience, expertise and advice with the audience. Filmstrip and cassette #1 gives overview of the field and Part 2 filmstrip and cassette interviews people on the job or from the field including Fuller Brush, insurance, music instrument store, etc. Good guide for teacher reference. Pathescope Educational Film-Associated Press

CAREERS  C'130

12 cassettes and printed guide. Series of dramatization tapes exploring careers in 12 areas: Construction, industry, education, Law, Sales, Mass Communication, Hotel/Hotel/Restaurant, Graphic Arts, Health, Distribution, Transportation, Security and Protection. Guide suggests programs for classes around the career probes. Young people are principle characters and involve the listener. Education Corp. of America.

CAREERS IN AEROSPACE - TICKET AGENT  FL 61

Procedure for issuing a ticket is shown. Skill and tact under pressure are demonstrated. Personality qualities are stressed. Both discussion questions and activities are included in the printed guide. Eye Gate

CAREERS IN AGRICULTURE  KT 255

2 filmstrip and cassettes and guide. Part 1 says to student "This is the kind of work you would be doing. This is how you would do it. This is where you would work and the people with whom you would work. Is this your area? Part 2 interviews people in Agriculture such as farmer, rancher, admin. scientist technician. Good teacher background information. Pathescope Ed. Films-Associated Press

CAREERS IN BUSINESS ADMINISTRATION  KT 249

"Business - in its most basic sense, the exchange of goods and services and the management of property - is obviously an essential activity in any civilized society anywhere at any time." 1st- filmstrips and cassette gives overview of total area. 2nd part (filmstrips and cassette) focuses on the details of given career areas by interviewing people such as Grad. School of Business professors, students, business owner/managers and others. Good guide. Pathescope Ed. Film-Associated Press.

CAREERS IN CONSTRUCTION  KT 257

Part 1 (filmstrip and cassette) gives general picture of the work field with such factors as conditions and other people shown. Part 2 (filmstrip and cassette) talks to people in the 3 categories of heavy construction contractors. Excellent background information in the guide for teacher or student use. Pathescope Educational Film-Associated Press.

CAREERS IN FOOD MERCHANDISING  FS 75

32 color slides and written script-guide in a notebook format. Looks at career potential in food merchandising. Following the script are discussion questions and suggested student project Fairchild Visuals

CAREERS IN TRANSPORTATION  KT 250

Program emphasizes the major areas of: Aviation, Trucking, Mass transp. Maritime shipping and railroading. 2 filmstrips and cassette with excellent guide. In filmstrip #1 many of the most interesting careers in transportation are described. In filmstrip #2 some of these jobs are described by people who are themselves directly involved. Developes through Q. a career profile for people in transportation. Pathescope Educational Films-Associated Press
CATALYST  BK 769

CLERICAL OCCUPATIONS  KT 262
Emphasis is on non-college bound students. Summary and overview looks at general information, requirements, outlooks and working conditions and benefits. 6 filmstrips and cassettes. Besides overview-medical record tech., file clerk, receptionist, secretary and clerk typist. ZONAR

COMMERCIAL AVIATION - AIR TRANSP.  KT264
Overview filmstrip and cassette looks at total occup. field and defines the 5 areas for in depth study. 5 filmstrips and cassettes: Radio Repairman, Flight despatcher, aircraft electrician, engine mechanics and instrument repairman. Chart guide gives sources for additional information. ZONAR

CONTROL TOWER OPERATOR  FL 58
Part of Careers in Aerospace. 4 min. color silent 8 mm loop. Shows the complex job of a control tower operator. Shows the teamwork, eyes us and common sense required as well as the modern elec. equipment in use. Kennedy tower is the scene. Guide gives film sequence and discussion questions. Eye Gate

CONTROL TOWER TRAINEE  FL 53
4 minute, 8 mm film loop. Color shows trainee receiving both theoretical and practical supervision. Emphasizes how well-supervised and extremely personal the instruction will be. Guide gives sequence and discussion questions. Eye Gate

FINDING YOUR JOB  KT 234

FREIGHT AGENT  FL 59
4 min. Super 8 mm film loop - color with printed guide film shows a freight agent performing a variety of duties on and off the airfield. Shows staff participation. Gives 8 different sequences and discussion questions and activities. Eye Gate

HOW A BOOK IS MADE  KT 242
Set has records and 3 filmstrips of color photographs - 1 per unit on "Editorial, Act and Production," "Printing and Platemaking" and "Binding". A book is included The Ballad of the Burglar of Babylon and bookmark summary card. Guide has glossary plus suggested uses and lessons. Multi-Media Plus

HOMEMAKING MINI-BRIEFS  KT 103
Materials designed to show relation of classroom work to possible jobs in the area. Browsing style briefs. Teacher guide and student worksheets.

HOSPITAL JOB OPPORTUNITIES  KT 245

JET CAPTAIN  FL 52
4 minute, 8 mm silent color film loop with printed material (quest, etc.) on package. Covers safety, retraining and up grading, and practice. Sequence shows on the job requalifying, yet simulator, self-quiz at training center. Discussion question and activities included. Filmstrip and cassette version also available. Eye Gate
**JET ENGINE MECHANIC** FL 56
4 min., 8 mm color. Technicolor film loop. Shows that jet planes need specialists to keep them in shape. Shows emergency work being done overhaul, final checkout and testing. Guide gives film sequence and suggested questions for discussion. Eye Gate

**JET MECHANIC TRAINEE** FL 55
4 minute color silent super 8 mm film loop. From series Careers in Aerospace. Guide on box. Loop illustrates the close supervision that an airline mechanic trainee enjoys. Observation includes training, manuals, safety and actual repair work. Guide includes sequence summary and discussion questions. Eye Gate

**JOB HUNTING: WHERE TO BEGIN** KT 267
"Knowing where to look for a job and knowing how to analyze and present our own skills are frequently half the battle." 2 filmstrips and cassettes are designed to provide the novice job hunter with the basic information and skills needed for successfully seeking employment. Focuses on attitudes and problems encountered during the job hunt. Guidance Assoc.

**JOB THAT GOES SOME PLACE** KT 265
2 full color filmstrips and cassettes 20 minutes each. Part 1 has a dramatization with 2 individuals-one who cares about his career and future and one who is looking ahead. Emphasizes self-analysis. Part 2 shows 3 more dramatizations again people happy and unhappy in their jobs and narrator suggesting solutions. Guidance Associates

**LICENSED PRACTICAL NURSES** FL 28
8 mm silent technicolor film loop with content dealing with actual people in the job situation. Some captions.

**LIKING YOUR JOB & YOUR LIFE** KT 265
Part of a series, Job Attitudes - 4 filmstrips and cassettes about 8min. each. Each filmstrip is devoted to the work and lifestyle of one skilled blue-collar worker. Texts are conversations with the workers and are in their own words. Pictures are shot on location at home and job. Stresses dignity, pride and self-respect. Guidance Associates.

**A MAN'S WORK/CONSUMER** C 128
10 cassettes with guide for non-prof. occup. spontaneous interviews with men on the job. Examples of titles include: Baker, Butcher, Bartender, Fireman, Gardner, Mail carrier, Mortician, Parking attendant, Presser, Security guard, Shoemaker, Sign Painter, TV repairman, waiter, window washer. Summary sheets for reproduction are included. Marston's

**A MAN'S WORK/MISCELLANEOUS** C 129
10 cassettes and guide - on-the-scene interviews with workers. Non-prof. jobs for men. Jobs involving transportation, logging, mining, fishing, farming, graphic arts and comm. /public utilities such as aircraft refueler, Bindery worker, Linotype operator, meter reader, Tailor, taxi driver and television floorman. Marston's.

**A MAN'S WORK/OFFICE & SALES** C 127
10 cassettes and teacher's guide. Non-prof. occup. on the scene interviews with workers. "In almost every case respondents were taken by surprise in order to guarantee spontaneity." Includes adjuster/claims-man, Airline Ticket Agent, Collection Man, Messenger, Room Clerk, Routeman, Stock Manager/Clerk, Technical Illustrator, Traffic Agent. Marston's

**A MAN'S WORK/PRODUCTION** C 126
10 cassettes and guide which includes summaries of job desc. from the tapes. Interviews with jobs needing H. S. degree or less - taken on-the-scene with unposed workers. General order of questions somewhat the same from tape to tape. Set includes: Auto body worker, Business machine tech, Candymaker, Electronic Tech, Food Processor, Glassblower, Locksmith, Stillman, Tire Recapper. Marston's.

**A MAN'S WORK/STRUCTURAL** C 125
10 cassettes and guide in notebook case. Titles as Brickmason/Stone mason; Derrick operator, gas lineman electrician, millwright, steam fitter. Emphasis on self-express through work. Marston's
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MOTION PICTURE AND TELEVISION INDUSTRY

FL 62
From the series Life in a City - 3 min., color 8 mm technicolor film loop. Shows techniques employed in the production of motion picture and television shows - concentrate on behind the scene activities of the various technicians such as cameramen. Guide gives behavioral objectives and eval. techniques. Double day & Co., Inc.

PHOTOGRAPHY IS ...

KT 214

PILOT TRAINING

FL 60
Film loop - part of Careers in Aerospace set. 4 min - color. Demonstrates training in classrooms, and simulator, shows second-office training. Guide covers sequence of 8mm film and suggested discussion questions. Eye Gate

PUBLIC SERVICE

KT 263
Set of 6 filmstrips and cassettes - overview talks about the general employment outlook and working conditions and benefits then goes into 5 specific career areas: Court reporter, firefighter, social service aid, library aid and ambulance attend. All non-college prep jobs. Student analysis worksheets. ZONAR

PUBLIC UTILITIES

KT 261
Filmstrip and cassettes - overview and 5 personal explorations in public utilities such as: Customer Service represet., warehouseman, serviceman, fineman and telephone operator. Series emphasizes requirements, outlook and working conditions. Gets student to develop career profile. Acoustifone

OCCUPATIONAL PROFILES

KT 272
A device to summarize the DOT into concise terms. Index gives list of 14 DOT general job areas from total list of 14,000 titles in alphabet. Listing cross referencing to a slide board which gives the summary of that job. 5 min. training to use. Johnson Publishing Company.

REPAIR AND MAINTENANCE - MECH.

SERVICE NEEDS

KT 237
A detailed filmstrip - cassette series covering 5 career areas (Major appliance repairman, heating and air-conditioning servicemen building and maintenance man, small engine repairman, motorcycle repairman) and including a career rating chart for student use. ZONAR

SELF INSTRUCTIONAL BEHAVIORAL GROWTH

BK 726
Programmed unit - 4 parts - a student directions, student book, overview and manual for teachers. "This unit will help you know deciding on a career is no simple task" or "Learn tolerance and appreciation for all careers." Designed to be consumed (ours aren't) Prototype - not available for sale yet. Behavior Consultants.

STEWARDESS

FL 54
Film is concerned with the training and duties of the airline stewardess. See her learning how to handle emergency situations and watch performance of duty. 8mm film loop-Technicolor, silent. Printed guide covers film sequence and discussion questions. Eye Gate

SUCCEEDING IN THE WORLD OF WORK

BK 12
Hardbound text, teacher manual & student manual. State adopted text for business area. McKnight & McKnight

TEXTILE DESIGNER

KT 240
Single filmstrip and cassette from larger series Modern Craftsman, looks at total area and then follows an artisan through the craft. AIDS
CAREER-O-GRAM

Can you find and circle the hidden careers? They read vertically, horizontally, diagonally, forwards, and backwards.

BE

CAREER

BOOKS

SALES

CASHIER

STORAGE

HOSPITAL

STORY

TOO

DENTIST

SECRETARY

Practitioner

Bookkeeper

Carpenter

Cashier

Doctor

Clerk

Coach

Cook

Dentist

Engineer

Keypuncher

Lawyer

Mayor

Mechanic

Nurse

Painter

Porter

Policeman

Receptionist

Salesman

Secretary

Stenographer

Teacher

Typist

Waitress

Writer
A new category of media was added to the WACOP inventory last year - that of Hands-on experience materials. The policy on the transfer to the schools remains that of last year - the borrower must arrange for delivery to and return from the school. Length of time for loan will depend on the item and need in the situation.

**CASH REGISTER** - 200 lb. donation from grocery this is a working machine with tapes and instructions. Can be used by grades 2 - 12.

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**1.** If a man love the labor of any trade, apart from any question of success or fame, the Gods have called him. —Robert Louis Stevenson, Scottish author of Treasure Island, Dr. Jekyll and Mr. Hyde, and other works.

2. A man is a worker. If he is not that he is nothing. —Joseph Conrad, British author who served in the French and British Merchant Marine.

3. Folks who never do any more than they get paid for, never get paid for any more than they do. —Elbert Hubbard, American writer, editor, and printer.

4. All men, if they work not as in the great taskmaster's eye, will work wrong, work unhappily for themselves and you. —Thomas Carlyle, Scottish essayist and historian.

5. Work is as much a necessity to man as eating and sleeping. Even those who do nothing that can be called work still imagine they are doing something. The world has not a man who is an idler in his own eyes. —Wilhelm Humbolt, German philologist and diplomat who was influential in developing the science of comparative philosophy.

6. Give me love and work—these two only. —William Morris, English poet and artist.


8. Without labor nothing prospers. —Sophocles, Greek dramatist.

9. A nation's welfare depends on its ability to master the world, that on its power to work; and that on its power of thought. —Theodore Parker, American Unitarian clergyman who took a leading part in the anti-slavery campaign.

10. The fruit derived from labor is the sweetest of all pleasures. —Vauvonargues, French moralist.

11. Genius begins great works; labor alone finishes them. —Joubert, French moralist, associated with Chateaubriand.
The following are rated low on copyright date (older than 1965), completeness of content, appropriateness to Career Education, or other factor. They may still be checked out through the center, however, and the same procedure for doing this is used.

ALL ABOARD, LET'S GO (0 108)
BANKING: AN ECONOMIC DECISION GAME (Kt 56)
CAREERS FOR GOOD SPEAKERS (Pt 30)
CAREERS FOR GOOD WRITERS (Pt 32)
CAREERS IN ART (Pt 29)
CAREERS IN MUSIC (Pt 28)
CAREERS RELATED TO AGRICULTURE CLASSES (M 61)
CAREERS RELATED TO FOREIGN LANGUAGE CLASSES (M 52)
COMMUNITY HELPERS (FS 61)
CROSSWORD PUZZLES FOR READING - THINKING SKILLS (6 books) (Bk 694)
THE FAMILY BUDGET (Ph 508)
FAMILY MEMBERS AT WORK (FS 58)
FASHION CAREERS (Pt 33)
GETTING A JOB (Pt 27)
HOW AND WHY OF BANKING STUDENT WORKBOOK (Ph 505)
HOW YOU CAN GET A BETTER JOB (Kt 24)
IF.....SERIES (Bk 320)
INDIVIDUAL COMPUTATIONAL SKILLS PROGRAM (Bk 689)
INDUSTRIAL CAREERS KIT (Kt 66 F)
JOB FAMILY SERIES (Bk 343)
JOB FINDING 11 (FS 52)

JOBS FOR THE 1970's (FS 71)
KNOWING YOURSELF - 1 (FS 49)
KNOWING YOURSELF - 2 (FS 50)
LEARNING MORE ABOUT YOUR JOB (M 15)
LET'S EXPLORE JOBS (Bk 345)
LET'S IMAGINE GOING PLACES (G 107Q)
ONE NATION INDIVISIBLE (FS 13K)
POSTERS ON EDUCATIONAL CAREERS (M 71)
PLAYING COMMUNITY HELPERS (FS 14)
READING FOR COMPREHENSION (Bk 664)
READING - THINKING SKILLS LEVEL 6 (Bk 705)
SECRETARIAL CAREERS (Pt 26)
STEPS TO A CAREER IN SPACE SCIENCE & TECHNOLOGY (Bk 28)
STORIES IN BLACK & WHITE (Bk 708)
TAKING A VACATION (M 16)
TIME ABILITY (M 5 Q 1)
TRUE BOOK OF SERIES (Bk 267)
VALUES TO LEARN (Bk 554)
QUESTIONS AND ANSWERS FOR CONSUMERS AND CUSTOMERS (BK 630)
WE WORK TOGETHER (FS 14 C)