f. To develop ability to make decisions and plans based upon factual information, relationships, and inferences

g. To make educational and career decisions and plans appropriate to the individual's level of maturity and development

PROGRAM CONTENT AND PROCEDURES

a. Introduce in the curriculum appropriate experiences to provide career exploration, decision making, and reality testing for all students.

b. Develop, distribute, and interpret educational media to facilitate career development experiences at all age levels.

c. Expand and encourage the use of simulated and real work situations for career exploration and reality testing.

d. Teach decision making skills through opportunities in actual participation in making educational, career, and social decisions appropriate to the individual's level of maturity.

e. Create motivation through active participation and interactions of youth in relating educational experiences to career exploration and decisions—make education relevant to career-life situations.

f. Develop and support a program of educational and job placement which will appropriately involve educational personnel in all placement actions.

g. Incorporate as many laboratory type activities as feasible to enable the student to achieve visible and concrete success as opposed to abstract and delayed symbols of success. This procedure should be investigated as a means of improving the motivation of many "hard to reach" youths

School administrators, counselors and teachers should be aware of the major objectives of this instruction:

a. To provide experiences which will enable students to gain fuller awareness and appreciation of the occupational avenues, and the nature of the role played by workers in these occupations

b. To contribute to the student's testing of reality by showing the relationship between the requirements of these vocations and the education or training needed to meet them

c. To develop attitudes of respect for and appreciation of the social usefulness of all types of work
Resource and Instructional Materials for Obtaining Information about CAREERS
SUGGESTED RESOURCE AND INSTRUCTIONAL MATERIALS FOR OBTAINING INFORMATION ABOUT CAREERS

Introduction .......................................................... 1
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OCCUPATIONAL INFORMATION

This listing of materials may be of assistance to the instructor in classes wherever information concerning various occupations is a part of the curriculum.

The 1970's schools should be especially concerned with attitudes and habits which go with successful job performance. This cannot be achieved in one course or one year; rather, this should be an integral part of the emphasis of each course. It is with this in mind that many of the sources listed may prove helpful, not only in securing occupational information, but also in assisting students to develop successful job performance attitudes and habits.

SECONDARY SCHOOL CONCERNS

Making academic and career decisions

Acquiring needed educational and vocational information

Developing attitudes and habits for successful job performance

The student develops awareness of his need for more specific implementation of his career purposes.

The student develops more specific plans for implementing his career purposes.

The student executes plans to qualify for entry level jobs by taking appropriate courses at the high school level, by on-the-job training, or by pursuing further training in college or post-secondary vocational education leading toward qualification for some specific occupation.

During the later adolescent years (high school 9-12) individuals are confronted with the necessity of making decisions which will permit them to make the transition from adolescence to adulthood. Consequently, individuals need skills and knowledge in assessing their capabilities, and specific information for decision making. More specifically:

a. The need for opportunities for self-enhancement or humanization — the implementation and articulation of self-image — the socialization process

b. The need to recognize and enhance the contextual variables which impinge upon a decision making continuum

c. The need for actual support for the notion that change or indecision is not tantamount to failure

Educational objectives in occupational information studies:

a. To develop an awareness of individual differences and a knowledge of the positive relationships between individual characteristics and career development

b. To develop self-understanding and self-acceptance

c. To develop a positive self-image which will promote self-esteem motivation for achievement consistent with individual potential

d. To develop an awareness and understanding of the place of work in the lives of people

e. To develop an awareness and understanding of the increasing array of educational and career opportunities available
To develop ability to make decisions and plans based upon factual information, relationships, and inferences.

To make educational and career decisions and plans appropriate to the individual's level of maturity and development.

**PROGRAM CONTENT AND PROCEDURES**

a. Introduce in the curriculum appropriate experiences to provide career exploration, decision making, and reality testing for all students.

b. Develop, distribute, and interpret educational media to facilitate career development experiences at all age levels.

c. Expand and encourage the use of simulated and real work situations for career exploration and reality testing.

d. Teach decision making skills through opportunities in actual participation in making educational, career, and social decisions appropriate to the individual's level of maturity.

e. Create motivation through active participation and interactions of youth in relating educational experiences to career exploration and decisions--make education relevant to career-life situations.

f. Develop and support a program of educational and job placement which will appropriately involve educational personnel in all placement actions.

g. Incorporate as many laboratory type activities as feasible to enable the student to achieve visible and concrete success as opposed to abstract and delayed symbols of success. This procedure should be investigated as a means of improving the motivation of many "hard to reach" youths.

School administrators, counselors and teachers should be aware of the major objectives of this instruction:

a. To provide experiences which will enable students to gain fuller awareness and appreciation of the occupational avenues, and the nature of the role played by workers in these occupations.

b. To contribute to the student's testing of reality by showing the relationship between the requirements of these vocations and the education or training needed to meet them.

c. To develop attitudes of respect for and appreciation of the social usefulness of all types of work.
LISTING OF RESOURCES FOR PUBLICATIONS IN ALL AREAS OF CAREER EDUCATION

American Council on Education
1786 Massachusetts Avenue, N.W.
Washington, D.C. 20006

American Guidance Service, Inc.
Publishers' Building
Circle Pines, MN 55014

American Liberty Press
161 West Wisconsin Avenue
Milwaukee, WI 53203

American Personnel & Guidance Association
1605 New Hampshire Avenue, N.W.
Washington, D.C. 20009

American Technology Society
848 East 58th Street
Chicago, IL 60637

Aetna Life and Casualty
Public Relations and Advertising Dept.
Film Library
151 Farmington Avenue
Hartford, CT 06115

Aims Instructional Media Services, Inc.
P.O. Box 1010
Hollywood, CA 90028

Aetna Life and Casualty
Public Relations and Advertising Dept.
Film Library
151 Farmington Avenue
Hartford, CT 06115

Bish Mathis Institute
Bernhardt Building
Monroe, LA 71201

B’Nai B’rith Vocational Service
1640 Rhode Island Avenue, N.W.
Washington, D.C. 20036

Board of Vocational Education and Rehabilitation
State of Illinois
Division of Vocational and Technical Education
Occupational Consultant Unit
1035 Outer Park Drive
Springfield, IL 62706

Bowmar
622 Ridgler Drive
Glendale, CA 91201

Milton Bradley Company
Springfield, MA 01100

Bureau of Audio-Visual Instruction
P.O. Box 2039
1312 West Johnson Street
Madison, WI 53715

Burgess Publishing Company
Minneapolis, MN 55400

Chronicle Guidance Publications
Moravia, NY 13118

Collier's Encyclopedia
Collier MacMillan Library Division
50 Fifth Avenue
New York, NY 10011

Concept Media
1500 Adams Avenue
Costa Mesa, CA 92626

Consulting Psychologists Press
577 College Avenue
Palo Alto, CA 94306

Contemporary McGraw Hill Films
Midwest Office
828 Foster Avenue
Evanston, IL 60202
LISTING OF RESOURCES FOR FILMS, FILMSTRIPS, TAPES, ETC. IN ALL AREAS OF CAREER EDUCATION

ACI FILMS, INC.
16 West 46th Street
New York, NY 10036

A-V CORPORATION
2518 North Blvd.
Houston, Texas 77006

A-V SCIENTIFIC AIDS COMPANY
8267 W. Beverly Blvd.
Los Angeles, CA 90048

AV-ED FILMS
7934 Santa Monica Boulevard
Hollywood, CA 90046

ACADEMY FILMS, INC.
748 N.eward Street
Hollywood, CA 90038

ADDISON-WESLEY PUBLISHING COMPANY, INC.
Reading, MA 01867

AETNA LIFE AND CASUALTY
151 Farmington Avenue
Hartford, CT 06115

AEVAC, INC.
500 Fifth Avenue
New York, NY 10036

ALLEND’ OR PRODUCTIONS, INC.
3449 Cahuenga Blvd. West
Los Angeles, CA 90028

ALLYN AND BACON INC.
470 Atlantic Avenue
Boston, MA 02210

ALUMINUM COMPANY OF AMERICA
Motion Picture Section
1246 ALCOA Building
Pittsburgh, PA 15219

AMERICAN AUTOMOBILE ASSOCIATION
Pedestrian and School Safety Department
1712 G. Street N.W.
Washington, D.C. 20006

AMERICAN BANKERS ASSOCIATION
90 Park Avenue
New York, NY 10016

AMERICAN BOOK—VAN NOSTRAND COMPANY
300 Pike Street
Cincinnati, OH 54202

AMERICAN COUNCIL ON EDUCATION
1785 Massachusetts Avenue, N.W.
Washington, D.C. 20006

THE AMERICAN ECONOMIC FOUNDATION
51 East 42nd Street
New York, NY 10017

AMERICAN EDUCATIONAL FILMS
9304 Santa Monica Blvd.
Beverly Hills, CA 90210

AMERICAN EDUCATION PUBLICATIONS
Education Center
Columbus, Ohio 43216

AMERICAN FILM PRODUCTIONS
1540 Broadway
New York, NY 10036

AMERICAN GAS ASSOCIATION, INC.
605 Third Avenue
New York, NY 10016

AMERICAN INDUSTRIAL ARTS ASSOCIATION
1201 16th Street, N.W.
Washington, D.C. 20036

AMERICAN IRON & STEEL INSTITUTE
150 East Forty-Second Street
New York, NY 10017

AMERICAN LEGION
Motion Picture Section
P.O. Box 1055
Indianapolis, IN 46206

AMERICAN MANAGEMENT ASSOCIATION, INC.
135 West 50th Street
New York, NY 10020

PAUL S. AMIDON AND ASSOCIATES, INC.
Association for Productive Teaching
5408 Chicago Avenue, South
Minneapolis, MN 55417

ANIMATED ELECTRONIC FILMS
P.O. Box 2036, Eads Station
Arlington, VA 22202
APPLETON-CENTURY CROFT
440 Park Avenue South
New York, NY 10016

ARGONAUT PRODUCTIONS INC
2346 North El McIno Avenue
Altadena, CA 91001

ARGONNE NATIONAL LABORATORY
9700 South Cass Avenue
Argonne, IL 60439

ARMSTRONG CORK COMPANY
Press Relations
Public Relations Department
Liberty and Charlotte Streets
Lancaster, PA 17604

ASSOCIATED FILM SERVICES
3419 W. Magnolia Blvd.
Burbank, CA 91505

ASSOCIATION FILMS INC.
600 Madison Avenue
New York, NY 10022

ASSOCIATED FILMS, INC.
Randolph, WI 53956

ATLANTIS PRODUCTIONS, INC.
1252 La Granada Drive
Thousand Oaks, CA 91360

AUDIO PRODUCTIONS
630 Ninth Avenue
New York, NY 10036

BAILEY-FILM ASSOCIATES
11559 Santa Monica Blvd.
West Los Angeles, CA 90025

ARTHUR BARR PRODUCTIONS INC.
1029 North Allen Avenue
Pasadena, CA 91104

THE BF GOODRICH COMPANY
Public Relations Department
500 South Main Street
Akron, Ohio 44318

BENEFIC PRESS
10300 W. Roosevelt Road
Wheaton, IL 60183

BELL SYSTEM TELEPHONE OFFICES
Contact Local Bell System Telephone
Business Office

BLAISDELL PUBLISHING COMPANY
275 Wymam Street
Waltham, MA 02154

DON BOSCO FILMS & FILMSTRIPS
148 Main Street
New Rochelle, NY 10802

BOWMAR
622 Rodier Drive
Glendale, CA 91202

BRANDON FILMS, INC.
221 West 57 Street
New York, NY 10019

BRAY STUDIOS, INC.
630 Ninth Avenue
New York, NY 10036

BROADMAN FILMS
127 Ninth Avenue, North
Nashville, TN 37203

BURGESS PUBLISHING COMPANY
426 South Sixth Street
Minneapolis, MN 55415

CHARLES CAHILL & ASSOCIATES, INC.
P.O. Box 1010
Hollywood, CA 90028

UNIVERSITY OF CALIFORNIA EXTENSION
MEDIA CENTER
Berkeley, CA 94720

CAROUSEL FILMS, INC.
1501 Broadway
New York, NY 10036

CARRIER AIR CONDITIONING COMPANY
Carrier Parkway
Syracuse, NY 13201

CENCO EDUCATIONAL AIDS
2600 S. Kostner Avenue
Chicago, IL 60623

THE CENTER FOR CURRICULUM DEVELOPMENT, INC.
401 Walnut Street
Philadelphia, PA 19106

CHURCHILL FILMS
662 North Robertson Blvd.
Los Angeles, CA 90069

CINEMA PICTURES, INC.
10212 Noble Avenue
Mission Hills, CA 91340
<table>
<thead>
<tr>
<th>Company Name</th>
<th>Address</th>
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<tbody>
<tr>
<td>FILMS, INCORPORATED</td>
<td>1144 Wilmette Avenue</td>
</tr>
<tr>
<td></td>
<td>Wilmette, IL 60094</td>
</tr>
<tr>
<td>FILMS/WEST, INC.</td>
<td>518 North La Cienega Blvd.</td>
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<tr>
<td></td>
<td>Los Angeles, CA 90048</td>
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<tr>
<td>FILMSTRIP HOUSE, INC.</td>
<td>432 Park Avenue South</td>
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<tr>
<td></td>
<td>New York, NY 10016</td>
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<tr>
<td>FOLLETT EDUCATIONAL CORPORATION</td>
<td>1010 West Washington Blvd.</td>
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<td></td>
<td>Chicago, IL 60607</td>
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<tr>
<td>FORD MOTOR COMPANY</td>
<td>Film Library</td>
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<td></td>
<td>The American Road</td>
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<td></td>
<td>Dearborn, MI 48121</td>
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<tr>
<td>GATEWAY PRODUCTIONS INC.</td>
<td>1859 Powell Street</td>
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<td></td>
<td>San Francisco, CA 94133</td>
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<tr>
<td>GENERAL ELECTRIC EDUCATIONAL FILMS</td>
<td>60 Washington Avenue</td>
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<tr>
<td></td>
<td>Schenectady, NY 12305</td>
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<tr>
<td>GENERAL MILLS, INCORPORATED</td>
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<td>9200 Wayzata Blvd.</td>
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<td></td>
<td>Minneapolis, MN 55440</td>
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<td>GENERAL MOTORS CORPORATION</td>
<td>Public Relations Staff, Film Library</td>
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<td></td>
<td>General Motors Building</td>
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<td></td>
<td>Detroit, MI 48202</td>
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<tr>
<td>GENERAL PROGRAMMED TEACHING</td>
<td>P.O. Box 402</td>
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<td>Palo Alto, CA 94302</td>
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<td>GINN AND COMPANY</td>
<td>Statler Building</td>
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<td></td>
<td>Boston, MA 02117</td>
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<tr>
<td>GUIDANCE INFORMATION CENTER</td>
<td>Academy Avenue</td>
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<td></td>
<td>Saxtons River, VT 05154</td>
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<td>HARcourt BRACE JOVANOVICH</td>
<td>757 Third Avenue</td>
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<td>New York, NY 10017</td>
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<td>HARPER &amp; ROW, PUBLISHERS</td>
<td>School Department</td>
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<td></td>
<td>2500 Crawford Avenue</td>
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<td></td>
<td>Evanston, IL 60201</td>
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<td>HARVARD UNIVERSITY PRESS</td>
<td>79 Garden Street</td>
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<td></td>
<td>Cambridge, MA 02138</td>
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<td>HENK NEWENHOUSE/NOVO</td>
<td>1825 Willow Road</td>
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<td></td>
<td>Northfield, IL 60093</td>
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<td>HOLT, RINEHART, AND VINSON, INC.</td>
<td>383 Madison Avenue</td>
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<td>New York, NY 10017</td>
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<tr>
<td>Houghton Mifflin Company</td>
<td>110 Tremont Street</td>
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<td></td>
<td>Boston, MA 02107</td>
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<tr>
<td>IMPERIAL INTERNATIONAL LEARNING</td>
<td>247 West Court Street</td>
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<td></td>
<td>Kankakee, IL 60901</td>
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<tr>
<td>INDEPENDENT FILM PRODUCERS COMPANY</td>
<td>P.O. Box 501</td>
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<td></td>
<td>Pasadena, CA 91102</td>
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<tr>
<td>INDIANA UNIVERSITY AUDIO-VISUAL CENTER</td>
<td>Field Services Department</td>
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<td></td>
<td>Bloomington, IN 47401</td>
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<tr>
<td>INLAND STEEL COMPANY</td>
<td>30 West Monroe Street</td>
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<tr>
<td></td>
<td>Chicago, IL 60603</td>
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<tr>
<td>THE JAM HANDY ORGANIZATION</td>
<td>Film Distribution Department</td>
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<td></td>
<td>2821 East Grand Boulevard</td>
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<td></td>
<td>Detroit, MI 48211</td>
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<td>JOURNAL FILMS, INC.</td>
<td>909 W. Diversey Parkway</td>
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<tr>
<td></td>
<td>Chicago, IL 60614</td>
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<tr>
<td>KELLEFFEL &amp; ESSER COMPANY</td>
<td>Educational Media Division</td>
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<td>20 Whippany Road</td>
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<td>Morristown, NJ 07960</td>
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<td>KEY PRODUCTIONS, INC.</td>
<td>527 Madison Avenue</td>
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<td></td>
<td>New York, NY 10022</td>
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<td>TITLE OF PUBLICATION</td>
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<tr>
<td>Occupational Essentials, Skills and Attitudes for Employment, David J. Richter</td>
<td>H. C. Johnson Press, Occupational and Adult Education Department, P.O. Box 4156, 1800 Broadway, Rockford, IL 61110</td>
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<tr>
<td>Succeeding in the World of Work, Grady Kimbrell and Ben S. Vineyard</td>
<td>McKnight and McKnight Publishing Company, Bloomington, IL 61701</td>
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<tr>
<td>You and Your Job, series of five student booklets and instructor's guide</td>
<td>J. G. Ferguson Publishing Company, 6 North Michigan Avenue, Chicago, IL 60602</td>
</tr>
<tr>
<td>A Starter File of Free Occupational Literature</td>
<td>B'nni B'rith Vocational Service, 1730 N Street, N.W., Washington, D.C. 20036</td>
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<tr>
<td>Career Opportunities</td>
<td>Career Information Service, New York Life Insurance Company, 51 Madison Avenue, New York, NY 10010</td>
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<tr>
<td>Careers Without College</td>
<td>Program Development and Research Bureau, Wisconsin State Employment Service, P.O. Box 1607, Madison, WI 53701</td>
</tr>
<tr>
<td>You, Tomorrow and Eastman Kodak, Careers in Engineering, Science and Business</td>
<td>Business and Technical Personnel Department, Eastman Kodak Company, 343 State Street, Rochester, NY 14650</td>
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<tr>
<td>Job Family Series, set of 17 booklets</td>
<td>Science Research Associates, 259 E. Erie Street, Chicago, IL 60611</td>
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<tr>
<td>Career Opportunities</td>
<td>Career Information Service, New York Life Insurance Company, 51 Madison Avenue, New York, NY 10010</td>
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Planning Ahead for the World of Work,
Louise Vetter and Barbara J. Sethney

What About College?

Career Briefs

Occupational Manpower and Training Needs,
Bulletin No. 1701

Do You Want a Job?

Somewhere There's a Career Waiting for Them... Will They be Ready for It?

New Careers, jobs with a future and a profession

New Careers: Real Jobs and Opportunity for the Disadvantaged

Job Guide for Young Workers, highlights entry jobs in fields of work frequently held by young people leaving high school

Occupational Outlook Handbook, Bulletin No. 1640

Dictionary of Occupational Titles, two volumes. Volume I, alphabetical order of 35,000 job titles, provides 22,000 occupational definitions. Volume II, groups jobs according to subject matter, purpose, abilities and traits

Can I Get a Job? Let's Find Out, such topics as what are my interests, what do I have to offer, what are employers looking for, where do I get an interview, who does the talking and did I get the job are all covered in good detail in this pamphlet

The Center for Vocational and Technical Education
The Ohio State University
Columbus, OH 43210

R L. Pri., & Company
2001 Elm Hill Pike
Nashville, TN 37217

Careers, Inc.
Largo, FL 33540

U. S. Department of Labor
Bureau of Labor Statistics
Government Printing Office
Washington, D.C. 20012

U. S. Department of Labor
Manpower Administration
Government Printing Office
Washington, D.C. 20012

Career Development Center
210 State Street
Hackensack, NJ 07601

Manpower Administration
U. S. Department of Labor
Washington, D.C. 20010

Public Affairs Committee, Inc.
381 Park Avenue South
New York, NY 10016

Manpower Administration
U. S. Department of Labor
Washington, D.C. 20010

U. S. Department of Labor
Bureau of Labor Statistics
Washington, D.C. 20012

U. S. Department of Labor
Bureau of Labor Statistics
Washington, D.C. 20012

Educational Relations
Public Relations Staff
General Motors Corporation
Detroit, MI 48202

-15-
The Occupational Finder, John L. Holland

The Self-Directed Search: A Guide to Education and Vocational Planning, John L. Holland

Occupations and Careers, S. Norman Feingold and Sol Swerdloff

What Job for You, series. Short stories about jobs held by non-college educated people that establish good work habits

Your Job and Your Future, for the educationally disadvantaged urban student

World of Work: Readings in Interpersonal Relationships, Anton Anderson, Dorman, Slater, Kipnis

Library of Congress Catalog: Motion Pictures and Filmstrips, includes all motion pictures and filmstrips of educational or instructive value released in the United States and Canada and cataloged on Library of Congress printed cards

NICEM Media Indexes, National Information Center for Educational Media, University of Southern California. Deals with filmstrips, audiotapes, videotapes, etc., for education. Contains an index of all the producers and distributors

You and Your Job, Walter L. Blackledge and Helen J. Keilty

Encyclopedia of Careers and Vocational Guidance, Volumes I and II, William E. Hopke

Occupational Information, Robert Hopock

How to Find and Apply for a Job, Helen J. Keilty and R. C. Walters

Consulting Psychologists Press
577 College Avenue
Palo Alto, CA 94306

McGraw-Hill Book Company
Webster Division
5940 Touhy Avenue
Niles, IL 60648

McGraw Hill Book Company
Webster Division
5940 Touhy Avenue
Niles, IL 60648

McKnight and McKnight Book Company
Towanda Road
Bloomington, IL 61701

Library of Congress
Card Division
Building 159
Navy Yard Annex
Washington, D.C. 20540

R. R. Bowker Company
1180 Avenue of the Americas
New York, NY 10036

South-Western Publishing Company
5101 Madison Road
Cincinnati, OH 45227

Doubleday and Company
Garden City, NY 11530

McGraw-Hill Book Company
330 West 42nd Street
New York, NY 10036

South-Western Publishing Company
5101 Madison Road
Cincinnati, OH 45227


All About You Science Research Associates 259 E. Erie Street Chicago, IL 60611

Better Living Booklets Science Research Associates 259 E. Erie Street Chicago, IL 60611

Your Attitude is Showing, Elwood N. Chapman Science Research Associates 259 E. Erie Street Chicago, IL 60611

Your Attitude is Showing Workbook, Elwood N. Chapman University of Texas Division of Extension Distributive Education Austin, TX 78712

Charting Your Job Future Science Research Associates 259 E. Erie Street Chicago, IL 60611
Choosing Your Occupation

Discovering Your Real Interests

Finding Out About Ourselves

Guide to Preparing a Resume

Guidelines for Completion of Resume

How to Get a Job

Job Family Series, set of seventeen booklets

Junior Series, set of twenty-one booklets

Look at Your Future

Senior Series, set of fifty-seven booklets

Your Personality and Your Job, Daniel Sinick

What Employers Want

What Testing Can Tell You About You

How To Be A Better Student, shows how to use study time most effectively. Illustrations, charts and tests help students evaluate present study habits

My Educational Plans, this text enables the student to plan a realistic high school program with the aid of fifteen thorough self-appraisal inventories

Looking Toward High School, this informative activity text answers key questions about high school and encourages the student in planning his academic career
Junior Guidance Series Booklets, seven of the illustrated booklets in this series provide helpful direction for junior high students on getting along in school and planning for high school.

Planning My Future, this text contains self-administered tests and inventories that help guide the student in making preliminary educational as well as vocational decisions.

Job Experience Kits, collection of work-simulation experience in twenty representative occupations.

Career Kits

Careers for Women

Careers for High School Graduates

Occupational Exploration Kit

Career Information Kit

A Direction for Tomorrow, multimedia program for classroom teachers and guidance counselors to help students choose an occupation. Full color filmstrips featuring photographs of people in job situations. Career survey sheets covering the occupational area of Health Service, Building Technology, Electronic Manufacturing, Air Transportation, Retailing and Banking and Finance.

Understanding Yourself, William C. Menninger

Pre-Vocational Guidance, this series presents a variety of types of people; single, married, family, male, female, different age and ethnic types who for job reasons move to a new location.
Career Kits, Semi-Skilled Careers Kits – 150 career briefs and summaries on semi-and unskilled jobs, Industrial Careers Kits – 150 industrial semi-skilled, skilled, and technical career briefs and summaries, attitude and industrial career posters, Business Careers Kits – 120 career briefs and summaries in the field of business, Health Careers Kits – 120 career pamphlets for employment in the health field, skilled, technical, professional and semi-professional employment opportunities, Career Exploratory Kit – over 450 different job titles, ideal for exploratory use, Career Posters – 20 different career fields, in repair work, machine operation, selling, technology, data processing, space exploration, communications and many others.

Special Programs for the Special Student, a guidance course, vocationally oriented, for Junior-Senior High students to develop concepts and attitudes that will help the student function successfully.


Planning My Future, National Forum Foundation

Toward Adult Living

Successful Living, Eleanor Peterson

How to Get a Job, Educational Design, Inc., of New York

The Job Ahead

How to Fill Out Application Forms, E. Ellis, A. Cohen, B. Siegel

Handbook for Young Workers, Bulletin No. 271

-82
Money, Jobs and Futures: A Guide for Young People on the Move, Roberta Reesch
Money, Jobs and Futures: A Guide for Young People on the Move, Roberta Reesch

Our World of Work, S. L. Wolfberg and H. Goldstein

Planning Your Career, Robert Calbert, Jr. and John E. Steele

School or Else

You and Your Job - Choosing Your Occupations

Choosing Your Life Work - Finding Your Job - Getting Ahead on Your Job

Job Guide for Young Workers

How to Express Yourself Vocationally

Educators Guide to Free Guidance Materials, compiled and edited by Mary H. Saterstom and Joe A. Steph with Gail F. Farwell, Education Consultant. This edition lists guidance materials available without cost throughout this country and, in many instances, abroad. A total of 927 listings includes films, filmstrips, slides, charts, bulletins, pamphlets, exhibits, posters and books.

Facilitating Career Development: An Annotated Bibliography, L. J. Bailey, Division of Vocational and Technical Education, Illinois State Board of Vocational Education and Rehabilitation

Career Guidance Handbook, R. E. Campbell

Macraw Smith Company
225 South 15th Street
Philadelphia, PA 19102

Science Research Associates
259 E. Erie Street
Chicago, IL 60611

McGraw-Hill Book Company
Webster Division
Manchester Road
Manchester, MO 63011

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Chronicle Guidance Publications
Moravia, NY 13118

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Randolph, WI 53956

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1900 Kenny Road
Columbus, OH 43210

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Occupational Information Materials, H. E. Cook

Handbook of Job Facts, James Murphy

Selecting an Occupation, Charles Prosser and Calvin Sifferd

Six Ways to Get a Job, Paul W. Boynton, Employment Supervisor, Socony-Vacuum Oil Company

Business Information: How to Find and Use It, Marian C. Manley

Career Planning for High School Students, William J. Reilly

Appraising Vocational Fitness: By Means of Psychological Tests, Donald E. Super, Professor of Education, Teacher's College, Columbia University

The Psychology of Careers, Donald E. Super

Selected Occupations Concerned with Atomic Energy

Why Young People Fail to Get and Hold Jobs

How to Select the Best Job for Your Career, Norman Woodruff Houston

The Scientific Approach to Career Planning, M. C. Cobb

Your Career if You Are Not Going to College, Sarah Splaver

Occupation and Careers, Walter James Greenleaf

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Division of Employment
Albany, NY 12207

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New York, NY 10016

Lantern Press, Inc.
257 Park Avenue South
New York, NY 10016

Julian Merrier, Inc.
8 West 40th Street
New York, NY 10018

330 West 42nd Street
New York, NY 10036
Guide to Career Information, Nevereux C. Josephs

Vocational Interview Cassettes and Tapes, all five areas.

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Guidance Associates
Harcourt, Brace & World
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<td>Choosing Your Career, describes six general</td>
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<td>personality types and the career areas in which they</td>
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<td>are best expressed. Also helps them to evaluate their</td>
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<td>of choosing professions in line with your aptitudes</td>
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<td>and interests. Investigates the five major areas of</td>
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<td>vocational education. Interviews convince students of</td>
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<td>availability and effectiveness of such training</td>
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<td>What You Should Know Before You Go to Work, explains</td>
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<td>ways students can begin narrowing down career choices</td>
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<td>and gives practical advice on how to look for a job</td>
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<td>If You're Not Going to College, discusses realistic</td>
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<td>Jobs for High School Students, distinguishes the</td>
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<td>more important benefits. Also offers tips on locating</td>
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<td>Getting and Keeping Your First Job, shows how to</td>
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<td>select opportunities and make appointments Suggests</td>
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<td>ways of conduct in a job</td>
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<td>Your Job Interview, shows how to prepare for a</td>
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<td>successful interview and how to carry it off</td>
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<td>An Overview of Technical Education, describes the</td>
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<td>technical job level and the importance of this work</td>
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<td>Getting a Job, describes six common roads to a job,</td>
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<td>how to secure lists of prospects; and how to use the</td>
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<td>personal history, the application, and the letter of</td>
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<td>recommendation</td>
<td>University of Illinois Visual Aids</td>
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<td>Service Champaign, IL 61820</td>
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How to Investigate Vocations, considers how to interpret vocational guidance tests, how to apply this information to different vocations, and how to secure job experience

How to Keep a Job, indicates the importance of dependability, cooperation, initiative and loyalty in keeping a job

Personal Qualities for Job Success, shows how to apply for a job and the importance of initiative, good personal appearance, businesslike habits, willingness to take criticism, and ability to get along with others

Planning Your Career, tells three steps for planning a career: learning about yourself, learning about different vocations and comparing your own interests and abilities with selected vocations

It's Up to You and Opportunity – Everywhere!, first one about choosing a career and second one about the wide choice of life goals

The Role of Our Labor Force – The Pulse of the Nation, growth and interests of the labor force

Opportunities Unlimited, describes the encouraging change in the American market and its potential for the future

Job Interview: Three Young Men and Job Interview: Three Young Women, actual job interviews photographed with hidden camera. Designed to provoke discussion about attitudes, goals, preparation for interviews and jobs, and to help young people see themselves as employers might see them

The Job Interview, covers techniques and procedures to use during an interview

Preparing for Work, a series of filmstrips that presents an orientation to the world of employment. Includes: Why do people work? your job application, does it matter how I look? now I want a job, job interview tips, the maintenance worker, the restaurant worker, service to people, the sales clerk and the office worker, and jobs in transportation
Foundations for Occupational Planning Series, a series of filmstrips that explains the importance of planning for future jobs. Includes: what are job families, what do you like to do, what good is school, what is a job, and who are you.

Vocational Decisions Series, discusses a variety of occupational opportunities, ways to develop one's potential, and how to match abilities and interests to vocational decisions. Includes: An introduction to vocation, the world of work, and counseling in vocational decisions.

Getting a Job Is a Job

How to Investigate Vocations

A Long Time to Grow

New Horizons in Vocations

Planning Your Career

Listen, Listen (Thoughts on Careers)

Preparing for the World of Work

The Big Question

Choosing Your Career

Choosing Your Occupation
Aptitudes and Occupations

Your Job: Finding the Right One

How Can I Understand Others

Where the Action Is

Understanding Your Emotions

The Challenge of Change

You're On the Team

Personal Qualities to Job Success -- How to be Well-Groomed -- How to Give and Take Instructions -- How to Investigate Vocations -- How to Keep a Job

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Human Relations in Supervision

New Career Opportunities

Getting a Job – Planning a Career

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Pittsburgh, PA 15222

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343 State Street
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Chicago, IL 60601

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Bureau of Audio-Visual Instruction
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The Big Question: The Choosing of Your Career

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Good Looks

A More Attractive You

Bridge to Tomorrow

Personal Qualities for Job Success

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Never Looked At It That Way Before

Values for Teenagers, The Choice is Yours

Your First Year in High School

Dropping Out. Road to Nowhere

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<td>New York Times Magazine</td>
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<td>Brenton, Myron</td>
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<td>Counselors Make Occupational Information Packages</td>
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<td>The Role of Guidance in the Elementary School</td>
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<td>The Role of the Middle School in Career Development</td>
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<td>Matheny, Kenneth B.</td>
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<td>Current Career Films; Jobs in the Automotive Industry</td>
<td>December 1969, p 137</td>
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The Oregon Way: A State Plan for Applying Relevancy to Education
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OCCUPAC
Peterson, Marla

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(A Study in Cooperative Curriculum Development)
Prevedel, Frank

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Ryan, Charles W.

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Stanton, William A.

Interest of Junior College Students in Occupationally Oriented Curricula
Stewart, Lawrence H.

For All Children, Not Somebody Else’s
Talagan, Dr. Dean P.

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Does Everybody Need a High School Diploma
Weiner, Rose

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Boocock, S. S.

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Bottoms, G.

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Dunn, J. A.

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Flanagan, J. C.

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May 1970, pp. 531-533

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December 1960, p. 8

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1970, pp. 232-33

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January 1971

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Careers for Photography Fans

Making a Living Selling Life Insurance

There'll Never Be Enough Secretaries

20 White Collar Jobs and What They Pay

Jobs Aplenty in Hotels, Motels and Restaurants

Jobs Where the Action Is

What the 70's Will Bring

Aim for the Job You Want and Land It

Education for a Business Career

New Jobs With a Big Future

Promising Jobs in Agriculture

Good Jobs in the Airlines

Good Jobs in the Health Fields

Good Jobs Waiting for Men Who Learn a Trade

Tomorrow's Jobs -- Where the Best Will Be

Tips for the First Time Job Hunters

Your First Job

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December 1969, p. 15

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June 1966, p. 21

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February 1966, p. 7

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Changing Times Magazine
May 1964, p. 31
Lots of Jobs in Computers

Jobs After High School

Your Job and Your Career - Where Are You Headed?

Agriculture Opportunities

Animal Technicians

Careers in Agricultural Engineering

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August 1965, p. 21

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March 1964, p. 20

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Alexandria, VA

Journal of American Veterinary Medical Assn.
Feb. 15, 1970, pp. 396-398

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Danville, IL
1960
<table>
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<tr>
<td>Career Opportunities: Ecology, Conservation, and Environmental Control</td>
<td>J. G. Ferguson Publishing Company</td>
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<td>6 N. Michigan Avenue</td>
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<td>Vocational Competencies Needed in the Feed Industry</td>
<td>Michigan State University</td>
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<td>Careers in Conservation: Opportunities in Natural Resources</td>
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<td>Exploring Agriculture</td>
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<td>Feed Salesman and Service Men</td>
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<td>Opportunities in Agriculture Kit for Pre-High School Students</td>
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<td>Universal Publishing and Distribution Corp</td>
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<td>Fanning, Odom</td>
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<td>Your Future in Poultry Farming</td>
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<td>Hemp and Krebs</td>
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<td>Handbook of Agricultural Occupations</td>
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<td>Hoover, Norman K.</td>
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<td>Employment Opportunities and Needed Competencies in Animal Technology in the State of Illinois</td>
<td>Illinois State Veterinary Medicine Assn and Joliet Junior College</td>
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<td>Competencies Needed by Males Engaged in Dairy Farming</td>
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<td>Training High School Students for Agriculture Mechanics and Equipment Occupations</td>
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Careers in Agricultural Occupations
A Teacher's Guide to teaching agricultural
careers with study guides, analysis and suggested
forms.
Smith, Roger R.

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Ross, E. E.

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Shirley, Hardy L.

Find a Career in Engineering
Stamble, Irwin and Gordon Ashmead

Careers in Agribusiness and Industry
Stove, A. A.

Professional Opportunities in the Wildlife Field
Turner, David B

A Future for You in Petroleum Marketing
Publication No 1526

Agriculture Chemicals: What They Are, How They
Are Used

Agricultural Engineering as a Professional Career

Ask Any Forester

Association Outlooks on Agriculture Opportunities

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Careers in Traffic and Transportation

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Colorado State University
Ft. Collins, CO 80521

Sextant Systems, Inc.
Milwaukee, WI 53200

McGraw-Hill Book Company
Hightstown, NJ 08520

G. P. Putnam's Sons
New York, NY

The Interstate Printers and Publishers, Inc.
Danville, IL 61832

Wildlife Management Institute
Washington, DC 20000

American Petroleum Institute
New York, NY 10000

Manufacturing Chemists Association
Washington, DC 20009

American Society of Agricultural Engineers
1950 Niles Avenue
St. Joseph, MI 49085

The Society of American Foresters
1010 16th Street, NW
Washington, DC 20036

Chronicle Guidance Publications, Inc.
Moravia, NY 13118

University of Illinois
Urbana, IL 61801

University of Illinois
Division of Agriculture Education
Urbana, IL 61801

The American Phytopathological Society
1955 University Avenue
St. Paul, MN 55104

Associated Traffic Clubs
407 S. Dearborn St.
Chicago, IL 60605

 Chronicle Guidance Publications, Inc.
Moravia, NY 13118
<table>
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<th>Job Title</th>
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<tr>
<td>Dairy Products Salesman</td>
<td>Chronicle Guidance Publications Moravia, NY 13118</td>
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<td>Draftsmen, Brief No. 22</td>
<td>Chronicle Guidance Publications Moravia NY 13118</td>
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<tr>
<td>Draftsmen, Brief No. 33</td>
<td>Science Research Associates 259 E. Erie Street Chicago, IL 60611</td>
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<tr>
<td>Entomology – An Exciting Career</td>
<td>Entomological Society of America College Park, MD</td>
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<tr>
<td>Fisheries As A Profession</td>
<td>American Fisheries Society Washington, DC</td>
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<tr>
<td>Florist</td>
<td>Science Research Associates, Inc. 259 E. Erie Street Chicago, IL 60611</td>
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<td>Forester, Brief No. 88</td>
<td>Chronicle Guidance Publications, Inc. Moravia, NY 13118</td>
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<td>Foresters, Brief No. 50</td>
<td>Science Research Associates, Inc. 259 E. Erie Street Chicago, IL 60611</td>
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<tr>
<td>Forestry -- A Career for You</td>
<td>University of Illinois Urbana, IL 61801</td>
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<td>Forestry Aide, Brief No. 263</td>
<td>Chronicle Guidance Publications, Inc. Moravia, NY 13118</td>
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<td>Forest Technicians, Brief 390</td>
<td>Science Research Associates, Inc. 259 E. Erie Street Chicago, IL 60611</td>
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<td>Science Research Associates 259 E. Erie Street Chicago, IL 60611</td>
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<td>Jobs in Agriculture</td>
<td>Science Research Associates, Inc. 259 E. Erie Street Chicago, IL 60611</td>
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</table>
Jobs in Building Construction Trades

Landscape Architecture

Landscape Architecture

Maintenance Electrician, Brief No. 349

Manufacturers Salesman, Brief No. 417

Marine Mechanics and Repairman, Brief No. 281

Meat Cutter

Opportunities in Drafting Careers

Opportunities Unlimited for Careers of Prestige and Profit in the Forest Products Industries

Plant Pathology -- A Career for You

Sanitary Engineer, Brief No. 250

Find a Career in Engineering
Stamble, Irwin and Ashmead, Gordon

Surveyor, Brief No. 221

The Agricultural Engineer

The Logging Industry, Brief No 416

Science Research Associates
259 E. Erie Street
Chicago, IL 60611

Science Research Associates, Inc.
259 E. Erie Street
Chicago, IL 60611

Boy Scouts of America
New Brunswick, NJ 08900

Chronicle Guidance Publications
Moravia, NY 13118

Chronicle Guidance Publications
Moravia, NY 13118

Chronicle Guidance Publications
Moravia, NY 13118

Chronicle Guidance Publications, Inc.
Moravia, NY 13118

Vocational Guidance Manuals
New York, NY 10000

National Lumber Manufacturers Assn.
Washington, DC 20000

University of Illinois
Urbana, IL 61801

Science Research Associates
259 E. Erie Street
Chicago, IL 60611

G. P. Putnam's Sons
New York, NY 10000

Chronicle Guidance Publications
Moravia, NY 13118

Chronicle Guidance Publications
Moravia, NY 13118

Chronicle Guidance Publications, Inc.
Moravia, NY 13118
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<td>Traffic Manager, Brief No 115</td>
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<td>Tree Expert</td>
<td>Science Research Associates, Inc. 259 E. Erie Street Chicago, IL 60611</td>
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<tr>
<td>Tree Surgeon Brief</td>
<td>Chronicle Guidance Publications, Inc. Moravia, NY 13118</td>
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<tr>
<td>We Want You - Ornamental Horticulture</td>
<td>Vocational Agriculture Service College of Agriculture University of Illinois Urbana, IL 61801</td>
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<tr>
<td>Career Education in the Environment</td>
<td>U. S. Office of Education Olympus Research Corporation 818 18th Street, NW Washington, DC 20006</td>
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<tr>
<td>Vocational Instructional Materials in Agriculture</td>
<td>Superintendent of Documents U. S. Government Printing Office Washington, DC 20401</td>
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<tr>
<td>What are the Agricultural Occupations - Five Areas to Consider</td>
<td>State Education Department Bureau of Agricultural Education Albany, NY 12224</td>
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<tr>
<td>Wiggins, Charles and Wakefield, William and others</td>
<td>Vocational Agriculture Service University of Illinois Urbana, IL 61801</td>
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<tr>
<td>Opportunities in Agriculture AGDEX 30/10</td>
<td>Department of Agricultural Education University of Arizona Tucson, AZ 85721</td>
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<td>Thornton, Marty and Walker, Robert W.</td>
<td>Ohio Agricultural Education Curriculum Materials Service 2120 Fyffe Road, Room 201 Columbus, OH 43210</td>
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<tr>
<td>Career Opportunities in Agriculture Sales and Service (Specialized Curriculum Resource Unit Number One) AGDEX 920/00</td>
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<tr>
<td>Student Manual: Opportunities in Agricultural Occupations and the Employee within the Business Organization</td>
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<td>TITLE OF FILM, FILMSTRIP, TAPES, &amp; SLIDES</td>
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<td>Careers in Crops Filmstrip and tape</td>
<td>Vocational Education Productions California State Polytechnic College San Luis Obispo, CA 93401</td>
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<tr>
<td>Careers in Farm Machinery Sales &amp; Service Color filmstrip, tape, and manuscript</td>
<td>Vocational Educational Products California State Polytechnic College San Luis Obispo, CA 93401</td>
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<td>Careers in Natural Resource Management, VEP No. 180 Filmstrip</td>
<td>Vocational Education Productions California State Polytechnic College San Luis Obispo, CA 93401</td>
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<td>Careers in Ornamental Horticulture Filmstrip and tape</td>
<td>Vocational Education Productions California State Polytechnic College San Luis Obispo, CA 93401</td>
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<td>Careers in Agricultural Occupations Tape</td>
<td>Vocational Agriculture Service College of Agriculture University of Illinois Urbana, IL 61801</td>
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<td>Choosing a Career in Agronomy Tape</td>
<td>Vocational Agriculture Service College of Agriculture University of Illinois Urbana, IL 61801</td>
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<td>We Want You</td>
<td>Vocational Agriculture Service College of Agriculture University of Illinois Urbana, IL 61801</td>
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<td>Choosing a Career in Ornamental Horticulture Filmstrip and tape</td>
<td>Vocational Agriculture Service College of Agriculture University of Illinois Urbana, IL 61801</td>
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<td>Opportunities in Agricultural Supply and Service</td>
<td>Vocational Agriculture Service College of Agriculture University of Illinois Urbana, IL 61801</td>
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<tr>
<td>Think Big Color filmstrip and tape</td>
<td>Vocational Agriculture Service College of Agriculture University of Illinois Urbana, IL 61801</td>
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</tbody>
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Listing of Resources for
APPLIED BIOLOGICAL AND AGRICULTURAL OCCUPATIONS

Agricultural Stabilization and Conservation Service
Washington, DC 20402

American Cyanamid Company
Princeton, NJ 08540

American Feed Manufacturing Association
Chicago, IL 60604

American Fisheries Society
Washington Building, Suite 1040
15th and New York Avenue, NW
Washington, DC 20005

American Nurseryman
Chicago, IL

American Phytopathological Society
1955 University Avenue
St. Paul, MN 55104

American Society of Agricultural Engineers
1950 Niles Avenue
St. Joseph, MI 49085

Boy Scouts of America
New Brunswick, NJ 08900

Commonwealth Bureau of Animal Breeding and Genetics
Bucks, England

Department of Conservation
State of Illinois
Springfield, IL 62706

Entomological Society of America
4603 Calvert Road
College Park, MD 20740

Farm Film Foundation
1425 H Street, NW
Washington, DC 20005

Food and Drug Administration
U.S. Dept. of Health, Education and Welfare
Washington, DC

Future Farmer Supply Service
Alexandria, VA 22306

Iowa State University
Ames, IA 50010

Kansas State University
Manhattan, KS 66502

Manufacturing Chemists Association
Washington, DC 20009

Michigan State University
East Lansing, MI 48824

National Lumber Manufacturers Assn. - now National Forest Products Association
1619 Massachusetts Avenue, NW
Washington, DC 20036

National Plant Food Institute
1700 K Street, NW
Washington, DC 20006

Natural History Survey
University of Illinois
Urbana, IL 61801

Office of Superintendent of Public Instruction
302 State Office Building
Springfield, IL 62706

Ohio State University
Department of Agricultural Education
Curriculum Materials Service, Room 201
2120 Fyffe Road
Columbus, OH 43210

Pacific Logging Congress
217 American Bank Building
Portland, OR 97205

Pennsylvania State University
University Park, PA

Society of American Foresters
1010 16th Street, NW
Washington, DC 20036

Southern Assn. of Agriculture Engineering and Vocational Agriculture Teachers
Athens, GA 30601

Southern Illinois University Press
Lafferty Road
Carbondale, IL 62901
### Listing of Publications for BUSINESS, MARKETING AND MANAGEMENT OCCUPATIONS

<table>
<thead>
<tr>
<th>TITLE OF PUBLICATION</th>
<th>AVAILABLE FROM</th>
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<tr>
<td>Careers in Business. Nature of the Work, Opportunities, Preparation, Qualifications. This booklet is designed for use by business teachers and guidance counselors in assisting students in discovering the many occupational opportunities available and the preparation needed to embark on a rewarding business career.</td>
<td>National Business Education Association 1201 Sixteenth Street, N.W. Washington, DC 20036</td>
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<tr>
<td>Exploring Business Occupational Information Ettinger, Blanche</td>
<td>Delta Pi Epsilon Bronx Community College 120 East 184th Street New York, NY 10468</td>
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<tr>
<td>The Office and You ... Careers</td>
<td>Administrative Management Society Publications Department Willow Grove, PA 19090</td>
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<tr>
<td>A Change to Choose- A Call to Serve: Planning Your Career in Distributive Education</td>
<td>American Vocational Association 1519 H Street, N.W. Washington, DC 20005</td>
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<tr>
<td>Distributive Education and You</td>
<td>American Vocational Association 1519 H Street, N.W. Washington, DC 20005</td>
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<tr>
<td>Career Information: Marketing and Distribution</td>
<td>American Vocational Association 1519 H Street, N.W. Washington, DC 20005</td>
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<tr>
<td>Career Information: Business and Office Occupations</td>
<td>American Vocational Association 1519 H Street, N.W. Washington, DC 20005</td>
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<tr>
<td>A Career in the Modern Office - Getting the Right Job, Making the Most of Your Skills, Making the Most of Yourself, and Opportunities in Today's Office.</td>
<td>McGraw-Hill Book Company Gregg Division Hightstown, NJ 08520</td>
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<tr>
<td>Accounting for Your Future</td>
<td>United Business Schools Assoc 1730 M Street, N.W. Washington, DC 20036</td>
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<tr>
<td>Management Accounting Opportunity and Challenge</td>
<td>National Assn. of Accountants 919 Third Avenue New York, NY 10022</td>
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Careers in Accounting

Your Business Success Through Accounting

Why Not Choose Accounting?

Public Accounting as a Career for You

What's It Like to Be an Accountant?

Careers in Financial Management and Control

Horizons for a Profession

Finance and Administration Careers at Kodak

Why is There a Personnel Man?
The Personnel Administrator (Magazine)
Fair Employment Digest (Quarterly report to members)
"Maximizing Human Resource Management"
Washington Newsletter
Careers in Personnel & Industrial Relations
Master of Business Administration
Accounting ASPA'S 1972
Research Award Contest
PERSONNEL AND INDUSTRIAL RELATIONS
COLLEGES AND UNIVERSITIES CAREER GUIDE
ACTION (Newspaper)

Where Shall I Go to College to Study Advertising?

Changing Times
The Kiplinger Magazine
1729 H Street, N.W.
Washington, DC 20006

International Accountants Society
209 W. Jackson Boulevard
Chicago, IL 60606

American Woman's Society of Certified Public Accountants and the American Society of Women Accountants
327 South LaSalle Street
Chicago, IL 60604

National Society of Public Accountants
1717 Pennsylvania Avenue, N.W.
Washington, DC 20006

Accounting Careers Council
National Distribution Center
P.O. Box 650
Radio City Station
New York, NY 10019

Financial Executives Institute
50 West 44th Street
New York, NY 10022

American Institute of Certified Public Accountants
666 Fifth Avenue
New York, NY 10019

Business & Technical Personnel
Eastman Kodak Company
343 State Street
Rochester, NY 14650

American Society for Personnel Administration
52 East Bridge Street
Berea, OH 44017

Advertising Education Publications
3429 Fifty-Fifth Street
Lubbock, TX 79413
Questions and Answers About Advertising  
Jobs in Advertising  
The Copywriter  
Job-Getting Procedure  
The Commercial Artist  

ADVERTISING: A Career of Action and Variety for Exceptional Men and Women

Your Career With the Airlines

A Mini Unit on “Banking Careers”

Banking, An Opportunity for You

Your Career in Professional Charting

Your Future Careers in Consumer Finance

Distribution Careers at Kodak

A Life Career

The Life Insurance Career

Careers in Property and Liability Insurance

Invitation to Achievement – Your Career in Management
Facts About Oil

Opportunities With Texaco

Career Information — Going Places in Oil
(Series of Pamphlets)

Programming as a Career

Should You Go into Electronic Computer Programming?

Your Career in Data Processing

Programming a New Profession for You

In planning your future, look first at THE RETAIL AUTOMOBILE BUSINESS Sales, Service Parts, Office, Management

The Kelly-Springfield Tire Co. for the Future You Want

Facts for the Guidance Counselor Advising Students on Careers in the Retail Automotive Bus.

Would You Like to Own Your Own Business Someday? Then Food Retailing May Be the Career For You.

Cashier

Looking For A Career?

American Petroleum Institute
1271 Avenue of the Americas
New York, NY 10020

(for gen. info.)
Coordinator—College Relations
Texaco Inc.
P. O. Box 52332
Houston, TX 77052

American Petroleum Institute
1801 K Street, N.W.
Washington, DC 20006

International Business Machines Corporation
Data Processing Division
1133 Westchester Avenue
White Plains, NY 10604

Career Information Service
New York Life Insurance Company
Box 51
Madison Square Station
New York, NY 10010

Data Processing Management Assoc.
524 Busse Highway
Park Ridge, IL 60068

Electronic Computer Programming Institute
Empire State Building
New York, NY 10016

General Motors Corporation

The Kelly-Springfield Tire Company
P.O. Box 160
Freeport, IL 61032

General Motors Corporation

National Assoc. of Retail Grocers
360 North Michigan Avenue
Chicago, IL 60601

Division of Employment Security
Bureau of Research and Statistics
Labor and Industry Building
Trenton, NJ 08625

National Assoc. of Food Chains
1725 Eye Street, N.W.
Washington, DC 20006
Secretaries, Stenographers, Typists, Assignments
WASHINGTON, DC with the U.S. Department of State

A Career with FHWA, Typists and Stenographers

In Touch with a Promising Future

Looking for Excitement in the World of Business? These Prestige Opportunities are Waiting for You.

Career Briefs
Secretary, Executive Secretary,
Male Secretary, Stenographer

Occupational Briefs
Secretary, Stenographer

Should You Be a Secretary?

There's a Great Career for You in the Office Products Industry

Careers in the United States Department of the Interior - A Directory for College Students

Careers in Taxation, Internal Revenue Service

Begin as an Executive Women's Army Corps

A New Dimension in Taxation, Internal Revenue Service

Career Opportunities in ... Transportation and Traffic Management

Employment Division
U.S. Department of State
Washington, DC 20520

Federal Highway Administration
Washington, DC 20591

STENOGRAPH
7300 Niles Center Road
Skokie, IL 60076

STENOGRAPH
7300 Niles Center Road
Skokie, IL 60076

Careers, Inc.
P.O. Box 135
Largo, FL 33540

Chronicle Guidance Publications, Inc
Moravia, NY 13118

New York Life Insurance Company
Career Information Service
Box 51
Madison Square Station
New York, NY 10010

National Office Products Association
740 Investment Building
Washington, DC 20005

Superintendent of Documents
U.S. Government Printing Office
Washington, DC 20402

Superintendent of Documents
U.S. Government Printing Office
Washington, DC 20402

Superintendent of Documents
U.S. Government Printing Office
Washington, DC 20402

Superintendent of Documents
U.S. Government Printing Office
Washington, DC 20402

Academy of Advanced Traffic, Inc.
50 Broadway
New York, NY 10004
Your Career in Wholesale Distribution

Do Wholesaler-Distributors ADD VALUE

Your Opportunities for a Career in Electrical Wholesale Distribution, an industry that offers security, prompt recognition and advancement

Your Unlimited Opportunities in the LP-GAS Industry

Annotated Bibliography of Films in Automation, Data Processing, and Computer Science

Business Educational Films Annotated Listing

Sources of Motion Pictures and Filmstrips, Kodak Publication No. S-9

Management and Sales Training Films Annotated Listing

Management and Sales Training Films

Listing of Films for Business, Marketing and Management Occupations

Career Information

TITLE OF FILM

Advertising, the Community, and the Great Aardvark Boom.

Step Into Banking. Deals with career opportunities available in the field of banking.

IBM 24-26 Card Punch Operation. A set of nine filmstrips with synchronized sound-on-tape and each covering some aspect of the operation of the machine.

AVAILABLE FROM

AMERICAN ADVERTISING FED. 655 Madison Avenue New York, NY 10021

AMERICAN BANKERS ASSN. 90 Park Avenue New York, NY 10016

AUDIOVISION, INC. 33 Mercer Avenue Buffalo, NY 14214
CPA. Tells the story of one day in the life of a certified public accountant.

You Are The Star. Portrays good and bad selling techniques.

The Information Explosion. Presents just evaluation of the computer's function. How machines are becoming an integral part of our economy.

The Young Woman in Business
McLean, Beth and Paris, Jeanne

This is Advertising. Explains the vital role of advertising to salesmen, dealers, employees, and community groups.

Introduction to Accounting. Reviews the historical introduction of accounting. Its importance, uses, sources of information, records, reports, and opportunities in the field.

Job Interview: Three Young Men. Shows actual job interviews photographed with a hidden camera.

The Secretary: A Normal Day. Learn about typical secretarial responsibilities through following a secretary through her day.

We Used to Call it Printing. Recruiting film for the printing industry. Stresses the need for careers in the industry.

The Job Interview. Covers techniques and procedures to use during an interview.

The Banker. Part of the filmstrip series "Our Neighborhood workers," which is designed to introduce a variety of workers and professions.

Automation in Today's Modern Office. Points out the importance of automation, its impact on industry and our economy, and the career opportunities it created.

AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
666 Fifth Avenue
New York, NY 10019

ALLIED STORES CORP.
401 Fifth Avenue
New York, NY 10019

ASSOCIATION INSTRUCTIONAL MATERIALS
600 Grand Avenue
Ridgefield, NJ 07657

Iowa State University Press
Ames, Iowa 50010

ASSOCIATION OF NATIONAL ADVERTISERS
155 East 44th Street
New York, NY 10017

BUSINESS EDUCATION VISUAL AIDS, INC
5113 Sixteenth Avenue
Brooklyn, NY 11204

CHURCHILL FILMS
622 North Robertson Blvd.
Los Angeles, CA 90069

CORONET FILMS
Coronet Building
65 East South Water Street
Chicago, IL 60601

E I. DU PONT DE NEMOURS & COMPANY INC.
Advertising Department
Motion Pictures & Audio-Visual Services
Wilmington, DE 19898

EYE GATE HOUSE, INC.
146-01 Archer Avenue
Jamaica, NY 11435

EYE GATE HOUSE, INC.
146-01 Archer Avenue
Jamaica, NY 11435

FRIDEN, INC
2350 Washington Avenue
San Leandro, CA 94577
Computers at Work. Shows the computer under actual working conditions. Complement to “You and the Computer.”

You and the Computer. Shows the computer's basic operations. Aroused interest in future computer-related study.

Help Wanted: Secretary. Shows what a secretary shouldn’t be through the experiences of an interviewing employer. The negative examples underscore desired, positive qualities secretaries need.

Salesmanship: Art or Science? Studies the careers of actual salesmen in widely diversified areas.

Career Surprises. Shows employees at work in the property and liability insurance business.

The Role of Our Labor Force — the Pulse of the Nation. Growth and interests of the labor force.

Opportunities Unlimited. Describes the encouraging change in the American market and its potential for the future.

Merchandising by the Food Broker Salesman. Indicates how a salesman deals with the store manager to secure the best possible space for the display of a specific product.

Let's Look at Your Job. Covers the importance of the sales job and shows behind the scenes activity before merchandise reaches the counter, the steps of a sale, and handling the customer.

Looking at Business Careers. Discusses careers in the business world and their importance to our modern way of life.

Succeeding in Your Career. Indicates ways to succeed on the job.

GENERAL ELECTRIC EDUCATIONAL FILMS
60 Washington Avenue
Schenectady, NY 12345

GENERAL ELECTRIC EDUCATIONAL FILMS
60 Washington Avenue
Schenectady, NY 12345

GENERAL ELECTRIC EDUCATIONAL FILMS
60 Washington Avenue
Schenectady, NY 12345

GENERAL ELECTRIC EDUCATIONAL FILMS
60 Washington Avenue
Schenectady, NY 12345

GENERAL MOTORS CORP.
Film Library
Detroit, MI 48202

INSURANCE INFORMATION INST.
Director of Educational Relations
110 William Street
New York, NY 10038

JOINT COUNCIL ON ECONOMIC EDUCATION
1212 Avenue of the Americas
New York, NY 10036

LIFE MAGAZINE
Time and Life Building
Room 3132
Rockefeller Center
New York, NY 10020

LIFE MAGAZINE
Time and Life Building
Room 3132
Rockefeller Center
New York, NY 10020

MERCHANDISER FILM PRODUCTIONS
419 Park Avenue
New York, NY 10016

MCGRAW-HILL TEXTFILMS
330 West 42nd Street
New York, NY 10036

MCGRAW-HILL TEXTFILMS
330 West 42nd Street
New York, NY 10036
Your Career As a Secretary. Discusses the aptitudes and training necessary to become a secretary and points out the jobs and rewards available.

The World is Yours. Deals with career opportunities in retailing in general, also with Montgomery Ward.

Being a Good Teller. Discusses simple behavior and work patterns for tellers.

The Challenge of EDP. Describes the basic principles of electronic data processing. Slide film.

Money Handling for Tellers. Describes a recommended method for accurate and efficient handling of cash and documents at the bank teller window. Slide film.

Duties of a Secretary. Gives the important "do's and don'ts of many secretarial duties.

Challenge of Management. Details the duties of a business manager and the problems of operating a proprietorship, a partnership, and a corporation.

Office Occupations. Portrays typical office occupations, including secretarial, public relations, and accounting.

Journey for Miss James. Depicts the scope, interest, and excitement of the job as well as the initiative and ability necessary to cope with important decisions.

Introductory Film on Public Relations. Presents background of the profession and educational preparation for public relations work.

The Successful Secretary. Illustrates better ways to do the job in various secretarial situations and emphasizes the importance of the secretary as a part of the management team.

Keys to the Future. Shows how a knowledge of typing can provide extra income and outlines careers where typing is an asset.

MODERN LEARNING AIDS
1212 Avenue of the Americas
New York, NY 10036

MONTGOMERY WARD & COMPANY
619 West Chicago Avenue
Chicago, IL 60607

THE ASSOCIATION FOR BANK AUDIT, CONTROL AND OPERATION
303 South Northwest Highway
Park Ridge, IL 60068

THE ASSOCIATION FOR BANK AUDIT, CONTROL AND OPERATION
303 South Northwest Highway
Park Ridge, IL 60068

NATIONAL EDUCATIONAL FILMS
420 Lexington Avenue
New York, NY 10017

NATIONAL EDUCATIONAL TELEVISION
12 Columbus Cir.
New York, NY 10023

NATIONAL FILM BOARD OF CANADA
680 Fifth Avenue
New York, NY 10019

NATIONAL SECRETARIES ASSN.
1103 Grand Avenue
Kansas City, MO 64106

PUBLIC RELATIONS SOCIETY OF AMERICA
845 Third Avenue
New York, NY 10022

ROYAL TYPEWRITER COMPANY, INC
150 New Park Avenue
Hartford, CT 06106

ROYAL TYPEWRITER COMPANY, INC
150 New Park Avenue
Hartford, CT 06106
Story of Distributive Education. Gives the preparation for careers in buying, retail, selling, financing, and advertising.

Opportunities in Clerical Work. Explores the many opportunities for today's clerical worker and stresses the necessity for every applicant to acquire the basic skill of typing as well as the ability to transcribe rapidly.

Job Opportunities in Hotels & Motels. Entry level jobs and promotion possibilities are outlined during a pictorial tour through the laundry, housekeeping and engineering departments.

Opportunities in Sales and Merchandising. Portrays to youth the career opportunities in sales and merchandising occupations, how entry jobs fit into the career ladder, work settings, levels of experience.

Business Machine Operations. Shows entry jobs and entry workers employing the various machines in their work, briefly explains the jobs and gives information on career ladders in this field.

Applying for a Job. Highlights the things many young people say and do during an interview which impair their chances of getting jobs. Followed by a sequence on the right way to apply for a job.

Talk with Mr. "D". Depicts the role of an industrial distributor and emphasizes the nature of his service and economic significance.

The Manager. Examines the nature of management in a changing world.

Selling as a Career. Deals with the different types of selling careers, how a typical salesman handles various customers, and the necessary "home " after the completion of a sale.

Job Evaluation. Explains how management determines the requirements, duties, and pay scales for various jobs.

Good Place to Work. Reveals how management checks the qualifications of an employee in order to place him where he will be happy and productive.

The Court Reporter. Discusses requirements for becoming a court reporter and shows actual stenotype instead of shorthand for high speed writing.
Do I Want To Be a Secretary? Shows the skills, personal qualities, educational requisites, and principal duties of a secretary.

The Secretary: A Normal Day. Reviews such duties as setting up the daily schedule, handling the mail, using the phone, operating business machines, taking dictation, transcribing, and ordering supplies.

Your Career As a Secretary. Discusses the aptitudes and training necessary to become a secretary and points out the jobs and rewards available.

Distributive Education. Shows the various opportunities available in the field of distributive education such as retailing, selling, advertising, buying, and merchandising.
LISTING OF RESOURCES FOR BUSINESS, MARKETING AND MANAGEMENT OCCUPATIONS CAREER INFORMATION

Accounting Careers Council
National Distribution Center
P.O. Box 650
Radio City Station
New York, NY 10019

Administrative Management Society
Publications Department
Willow Grove, PA 19090

Advertising Education Publications
3429 Fifty-Fifth Street
Lubbock, TX 79413

Air Transport Association of America
1000 Connecticut Avenue, N.W.
Washington, DC 20036

American Advertising Federation
1225 Connecticut Avenue, N.W.
Washington, DC 20036

American Apparel Manufacturers Assoc., Inc.
2000 K Street, N.W.
Washington, DC 20006

American Association of Advertising Agencies
200 Park Avenue
New York, NY 10017

The American Bankers Association
Order Processing Department
1120 Connecticut Avenue, N.W.
Washington, DC 20036

American Institute of Certified Public Accountants
666 Fifth Avenue
New York, NY 10019

American Management Association
Management Information Service
The American Management Association Building
135 West 50th Street
New York, NY 10020

American Petroleum Institute
1271 Avenue of the Americas
New York, NY 10020

American Society for Personnel Administration
52 East Bridge Street
Berea, OH 44017

American Trucking Association
1616 P Street, N.W.
Washington, DC 20036

American Woman's Society of Certified Public Accountants
327 South LaSalle Street
Chicago, IL 60604

Association for Bank Audit, Control and Operation
303 South Northwest Highway
Park Ridge, IL 60068

Association of National Advertisers
155 East 44th Street
New York, NY 10017

Banking Education Committee
The American Bankers Association
90 Park Avenue
New York, NY 10016

Business and Technical Personnel
Eastman Kodak Company
343 State Street
Rochester, NY 14650

Business Education Films
5113 Sixteenth Avenue
Brooklyn, NY 11204

Business Education Visual Aids, Inc.
5113 Sixteenth Avenue
Brooklyn, NY 11204

Council on Opportunities in Selling, Inc.
630 Third Avenue
New York, NY 10017

Data Processing Management Association
524 Busse Highway
Park Ridge, IL 60068

Electronic Computer Programming Institute
Empire State Building
New York, NY 10016

Financial Executives Institute
50 West 44th Street
New York, NY 10022

Friden, Inc
2350 Washington Avenue
San Leandro, CA 94577
## LISTING OF RESOURCES FOR HEALTH OCCUPATIONS CAREER INFORMATION

### TYPES OF PUBLICATIONS

<table>
<thead>
<tr>
<th>ACADEMIES</th>
<th>AVAILABLE FROM</th>
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<tr>
<td>American Academy of Family Physicians</td>
<td>American Academy of Pediatrics, 1891</td>
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<tr>
<td>Volker Boulevard at Brookside, Kansas City, MO 64112. Thomas W. Johnson, M.D. Education Director, Education Division</td>
<td></td>
</tr>
<tr>
<td>American Academy of Pediatrics, 1891 Hinman Avenue, Evanston, IL 60204.</td>
<td>Wesley J. Duiker, Director, Office of Allied Health Manpower</td>
</tr>
<tr>
<td>American Academy of Physicians' Associates, Duke University Medical Center, Box 2914 CHS, Durham, NC 27706. Education: Mr. William Stanhope, Director, PAP, University of OK. Recruitment: Mr. John J. McQueary, President. Curricular Information: Course Bulletin = AAPA Brochure</td>
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### ASSOCIATIONS

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<th>ASSOCIATIONS</th>
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<tr>
<td>Pamphlets, clippings from the Voita Review; elementary, free in limited amount; charge for quantity orders</td>
<td>Alexander Graham Bell Association for the Deaf, 1537 35th Street, NW, Washington, DC 20007</td>
</tr>
<tr>
<td>Essentials with Guidelines for the Certified Inhalation Therapy Technician Training Program and Guidebook for an Approved School of Inhalation Therapy</td>
<td>American Association for Gifted Children, 15 Gramercy Park, New York, NY 10003</td>
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<td></td>
<td>American Association for Health, Physical Education and Recreation, 1201 16th St., NW, Washington, DC 20036. Mr. John Cooper, Assistant Executive Secretary</td>
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<td></td>
<td>American Association for Inhalation Therapy, 3554 Ninth St., Riverside, CA 92501. Education: Mr. Joseph Barefoot, Chairman, Education Committee, Recruitment: Mr. Frederick Bailey, Chairman, Manpower Development Sub-Committee</td>
</tr>
<tr>
<td></td>
<td>American Association of Colleges of Pharmacy, 8121 Georgia Avenue, Silver Springs, MD 20910. Education: Mr Charles W. Blyden, Executive Secretary, Recruitment: Mr. Douglas P. Johnson, Director, Pharmacy Recruitment</td>
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### GOVERNMENTAL AGENCIES

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<td>Catalog of Films</td>
<td>Illinois Department of Public Health, Bureau of Health Education Film Library, 525 West Jefferson St., Springfield, IL 62706</td>
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</table>
Mental health materials, secondary and teacher background

Pamphlets and other printed materials on health subjects for classroom use

Pamphlets, posters and films

Film reference guide for medicine and allied science catalog

Publications list available, charge for most materials

Free catalog on World Health Organization. Charge for publications

Essentials for an accredited educational program career information provided for high school

Manuals and Guidelines

National Committee on Employment of Youth, 145 East 32nd Street, New York, NY 10016

State of Illinois, Department of Mental Health, 401 State Office Building Springfield, IL 62706

State of Illinois, Department of Public Health, 535 West Jefferson, Springfield, IL 62706

United States Department of Agriculture, Inquiries and Distribution, Human Nutrition, Research Branch, Washington, DC 20250


U. S. Public Health Service, Communicable Disease Center, 605 Volunteer Building, Atlanta, GA 30333


American Association of Medical Assistants, 200 East Ohio Street, Chicago, IL 60611
Mr. Dene R. Murray, Executive Director

Education and Recruitment: Mr. Lawrence A. Zupan, Executive Secretary

American Association of Ophthalmology, 1100 17th Street, NW., Washington, DC 20036.
Education: Joseph M. Dixon, M. D., Chairman, Committee on Home Study Courses. Recruitment: Mr. Lawrence A. Zupan, Executive Secretary

American Dental Assistants Association, 211 E. Chicago Avenue, Chicago, IL 60611, Mr. T. R. Schedler, Executive Director
Pamphlets, charts, posters, models, pupil readers; elementary, secondary, teacher background, catalog; free pamphlet samples only; charge, some of this agency's materials distributed free by Illinois Department of Public Health

American Dental Association, Bureau of Dental Health Education, 211 E. Chicago Avenue, Chicago, IL 60611
C. W. Gilman, D. D. S., Assistant Executive Director, Education and Hospitals
Mr. William A. Garrison, Career Guidance Coordinator

American Dental Hygienists' Association, 211 E. Chicago Avenue, Suite 1616, Chicago, IL 60611. Ms. Louise Gregie, Administrative Assistant, Division of Educational Services

American Diabetes Association, Inc., 18 East 49th Street, New York, NY 10017

American Dietetic Association, 620 N. Michigan Avenue, Chicago, IL 60611. Ms. Janice Ozeck, Coordinator Supportive Personnel Education. Miss Mary Alice Johnson, Assistant Executive Director

American Genetic Association, 1507 M Street, NW, Washington, DC 20005

American Heart Association, Inc., 44 E. 23rd Street, New York, NY 10010

American Home Economics Association, 1600 20th Street, NW, Washington, DC 20009

American Hospital Association, 840 N. Lake Shore Drive, Chicago, IL 60611
Ms. Sharon Yenny, Director, Division of Education, Mr. Robert St. Clair, Assistant Director, Center for Educational Innovation. Ms. Barbara I. Bloom, Director, Division of Careers and Recruitment

American Library Association, 50 E. Huron St., Chicago, IL 60611 Education
Miss Delores Vaughn, Executive Secretary, Library Education Division. Recruitment: Ms. Peggy Barber, Director, Office of Recruitment
Films, pamphlets, posters, exhibits, radio transcriptions, television scripts, packets, lists, and the magazine, "Today's Health," pamphlets especially good for teacher background and for pupil readers, one complimentary sample; charge; catalog by request, program guidelines for certified and licensed health occupations and professions, free

Primarily professional and career materials, pamphlets, reprints, films slide films, booklets

Pamphlets, charts and other teaching aids in vision; geared primarily to elementary, some secondary and teacher background; single copies or quantities free

Curricular information available

American Medical Association, Bureau of Health Education, 535 N. Dearborn Street, Chicago, IL 60610
C. H. William Ruhe, M. D., Director, Division of Medical Education. Recruitment: Ms. Jonits Hegendefer, Staff Assistant, Special Projects Department

American Medical Record Association, 875 North Michigan Avenue, Suite 1850. Chicago, IL 60611. Education: Ms. Laura Anne Biglow, RRA, Director, Academic Department. Ms. Judith McGinn, RRA, Director Correspondence Education Department. Mrs. Anne Miller, Membership. Recruitment and Promotional: Mr. Marshall Dick. Mrs. Marg J. Waterstraat, RRA, Executive Director

American National Red Cross, Office of Public Information, Washington, DC. Area residents write to Regional Office: 4050 Lindell Blvd., St. Louis, MO 63108

American Nurses' Association, 2420 Pershing Road Kansas City, MO 64114. Mrs. Pearl Dunkley, Director, Nursing Education Department; Mrs. Beverly Kenyon, Coordinator, Careers Program

American Occupational Therapy Association, Inc. 251 Park Avenue, South, New York, NY 10010. Education: Miss Virginia Kilburn, O. T. R., Director of Professional Education and Miss Mildred Schwagmeyer, O. T. R., Director of Technical Services. Recruitment: Miss Gloria Wagner, Director of Public Information

American Optometric Association, 7000 Chappewa, St. Louis, MO 63119. Mr. Charles G. Lile, M. Ed., Director of Education: Mr. Raymond I. Myers, O. D., Director of Career Guidance

American Orthotic Council, 3400 Massachusetts Avenue, Washington, DC 20007. Bruce Spiney, M. D., Chairman, Training and Education Committee

American Osteopathic Association, 212 East Ohio Street, Chicago, IL 60611 Mr. Albert E. O'Donnell, P. L. D., Director, Office of Education
Pamphlets, journals, films, careers in pharmacy

Pamphlets, posters, radio and TV scripts, slide films, exhibits, movies, magazine articles, primarily professional materials, charge, free career and recruitment, materials and catalog by request

Model curricula available

Laboratory procedures, accident prevention, control handbooks, various medical problems, periodicals, guides, booklets

Bibliography in AFPAMR Journal, some free, some charge, free samples

Pamphlets, reprints, exhibits, movies, books, primarily for teachers, parents, though some suitable for secondary, some free, some charge, free quantities of some, catalog by request.

American Pharmaceutical Association,
2215 Constitution Avenue, NW., Washington, DC 20037. Mr. James D. Hawkins, R. Ph., Assistant Executive Director

American Physical Therapy Association,
1156 15th Street, NW., Washington, DC 20005 Miss Nancy Ward, Director, Department of Educational Affairs

American Podiatry Association, 20 Chevy Chase Circle, NW, Washington, DC 20005 Mr. John Bennett, Director, Council on Education. Mr. Louis G. Buttell, Director of Public Affairs

American Psychiatric Association,
1700 18th Street, NW, Washington, DC 20009 Bernard Holland, M. D., Council on Medical Education and Career Development

American Psychological Association,
1200 17th Street, NW, Washington, DC 20036 Ms. Jan Woodring, Educational Affairs Office

American Public Health Association, Inc.
1740 Broadway, New York, NY 10019

American Speech and Hearing Association,
9030 Old Georgetown Road, Washington, DC 20014. David R. Rutherford, Ph.D., Chairman, Committee on Preprofessional Education

American Veterinary Medical Association,
600 South Michigan Avenue, Chicago, IL 60605 W. M. Deck, D. V. M., Director of Scientific Activities

Association for Physical and Mental Rehabilitation,
1472 Broadway, New York, NY

Association for the Aid of Crippled Children, Division of Publications and Public Education, 345 E. 46th Street, New York, NY

Association of American Medical Colleges,
One DuPont Circle, NW, Suite 200, Washington, DC 20036
John A. D. Cooper, M.D., President

62
Pamphlets, charts, posters, teaching units on nutrition for elementary and junior high or high school, filmstrips for home economics classes; free

Pamphlets, teaching units, quizzes; pertain to rheumatic fever, heart and circulation; charts showing blood circulation through the heart; single copies and quantity orders free.

Write to your county tuberculosis association to get direct help with films, filmstrips, pamphlets, posters, exhibits, TV programs, radio scripts, transcriptions, send for catalog

Pamphlets, posters, teaching aids, secondary and teacher background, some free, some charge, catalog by request, quantities in some cases

Pamphlets, reprints, films, radio scripts, exhibits, TV clips, technical research papers, elementary, secondary teacher background; single copies and quantities free, charge for only one item, catalog

Association of Medical Illustrators, Medical College of Georgia, Augusta, GA 30902. Mr. William J. Stenstrom, Chairman, AMI, Council on Education, Department of Ophthalmology, University of Texas, Southwestern Medical School, Dallas, TX 75235

Association of Operating Room Nurses, Inc., The Denver Technological Center, 8085 E. Prentice Avenue, Englewood, CO 80110 Mrs. Carol Alexander, R.N., Director of Education

Association of University Programs in Hospital Administration, Suite 420 One DuPont Circle, Washington, DC 20036
Mr. Gary Filerman, Executive Director

Biological Photographic Association, P. O. Box 12866, Philadelphia, PA 19108. Mr. John Vetter, RBP, FBPA', FRMA, Medical Photography Department, The Western Pennsylvania Hospital, Pittsburgh, PA 15213

Evaporated Milk Association, Nutrition Service and Home Economics Department, 228 North LaSalle Street, Chicago, IL 60601

Hospital Financial Management Association, 840 North Lake Shore Drive, Chicago, IL 60611. Mr. Robert M. Shelton, Executive Director

Illinois Heart Association, 1181 N. 31st Street, Springfield, IL 62703

Illinois Tuberculosis Association, 730 South 6th Street, Springfield, IL 62703

Maternity Center Association, 48 E. 92nd Street, New York, NY 10028

Medical Library Association, 919 N. Michigan Avenue, Chicago, IL 60611. Mrs. Beatrice Davis, Chairman Committee on Curriculum

Muscular Dystrophy Associations of America, Inc. Public Information Department, 1790 Broadway, New York, NY 10019

National Association for Mental Health, 10 Columbus Circle, New York, NY 10019
National Association for Music Therapy, Inc.,
P. O. Box 610, Lawrence, KS 66044. Mr. Robert F. Unkefer,
Chairman, Education Committee

National Association for Practical Nurse Education and
Mrs. Shirley A. Sharan, R.N., M.A., Director, Department
of Education

Pamphlets on the subject of retarded children;
few free, most charge; catalog by request

National Association for Retarded Children, 386 Park Avenue, S.,
New York, NY 10016

National Association of Hearing and Speech Agencies,
919 18th Street, NW, Washington, DC 20006. Mr. Edgar B.
Porter, Director of Training and Education

National Association of Human Services Technologies, 1127 11th
Street, Sacramento, CA Mr. Zoltan Fuzessery, Director,
Research and Publications 95814

Pamphlets, posters, slide film, exhibits

National Association of Social Workers, Medical Social
Work Section, One Park Avenue, New York, NY 10016

National Dental Hygiene Association, 934 Shoreham
Building, Washington, DC 20005

National Environmental Health Association, 1600 Pennsylvania,
Denver, CO 80203 Mr. Nicholas Pohlit, Executive Director

National Executive Housekeepers Assn., Inc., Business
and Professional Building, 414 Second Avenue, Gallinolis,
OH 45631 Mrs. Anne J. Vestal, National Educational
Chairman

National Rehabilitation Counseling Assn., 1522 K. Street,
NW, Washington, DC 20005 Mr. W. Alfred McCauley,
Executive Director

BOARDS

Pamphlets, posters, charts

National Livestock and Meat Board
Department of Nutrition
407 S. Dearborn Street, Chicago, IL 60605

COLLEGES

American College of Hospital Administrators,
840 North Lake Shore Drive, Chicago, IL 60611
Mr. William J. Ranieri, Director of Education

American College of Obstetricians and Gynecologists,
79 West Monroe, Chicago, IL 60603. Ervin E. Nichols, M.D.
Associate Director
COMPANIES, CORPORATIONS, LABORATORIES AND SOCIETIES

Visual aids, slides, films, educational materials for long-term patients

Pamphlets and films

Programmed learning materials, multi-sensory teaching aid

Health professions text and audio-visual catalog available in paramedical and allied health professions

Wide selection of catalogs available

Films, pamphlets, teaching materials

Health careers and allied health occupations, color filmsstrips available

Pamphlets on many health subjects, elementary and secondary; Check with your local representative

Nursing administration, education and wide selection of nursing textbooks

Pamphlets, filmsstrips, variety of health subjects; Check with your local representative

A/V Publications Office, Kenny Rehabilitation Institute, 1800 Chicago Avenue, Minneapolis, MN 55404

Abbott Laboratories, 14th and Sheridan Road North Chicago, IL 60064

Aloe Medical-Health and Science Division, Brunswick Corporation, 1831 Olive Street, St. Louis, MO 63103

American Cancer Society, Illinois Division, Inc., 37 South Wabash Avenue, Chicago, IL 60603

American Journal of Nursing Company, Film Library, c/o Association — Sterling Films, 600 Grand Avenue, Ridgefield, NY 07657

Au-Vid, Inc., P.O. Box 964, Garden Grove, CA 92642

Mrs. Blanche Katz, Director of Education; Mr. Lew A. Herndon, President

Robert J. Brady Company, Subsidiary of Prentice-Hall, 130 Que Street, NW, Washington, DC 20002

D.E.N.T. (Direction for Education in Nursing via Technology), Appleton-Century-Crafts, Nursing Film Library, Educational Division, Meredith Corporation, 440 Park Avenue South, New York, NY 10016

Eli Lilly and Company, Audio-Visual Film Library, P.O. Box 618, Indianapolis, IN 46206

Lawren Productions, Inc., 4233 Wooster Avenue, San Mateo, CA 94403

Lederle Laboratories, Division of American Cyanamide, Film Library, Pearl River, NY 10965

John Hancock Mutual Life Insurance Company, Health Education Service, P.O. 111, Back Bay Boston, MA 02117

Hospital Research and Educational Trust, 840 North Lake Shore Drive, Chicago, IL 60611

Matthews, Medical and Scientific Books, Inc., 3140 Park Avenue, St. Louis, MO 63104

Metropolitan Life Insurance Company, Health and Welfare Division, One Madison Avenue, New York, NY 10010

C. V. Mosby Company, 3207 Washington, Blvd., St. Louis, MO 63103
Publications, catalogs, good resource for text, information on evaluation, community planning and nursing services

Catalog available — Health Careers Film Guide

Programmed learning units, manuals for Health Employee Learning in Basic Series, including food services and housekeeping

National League for Nursing, 10 Columbus Circle, New York, NY 10019

Office of Information, Bureau of Health Manpower Education, National Institutes of Health, Bethesda, MD 20014

Rocon, Professional Services Department, Health Information and Education Division, Hoffmann, LaRoche, Inc., Nutley, NJ 07110

Smith, Kline and French Laboratories, 1500 Spring Garden Street, Film Center Services, Department E10, Philadelphia, PA 19101

COUNCILS

American Orthoptic Council, 3400 Massachusetts Avenue Washington, DC 20007. Bruce Spiney, M.D., Chairman, Training and Education Committee

Council for Exceptional Children, (National Education Association), 1201 16th Street, NW, Washington, DC 20006

Dairy Council of the Quad-Cities, 504 Rock Island Bank Building, Rock Island, IL 61201

Dairy Council of the Tri-Cities, Farm Bureau Building, Joliet, IL 60400

Health Careers Council of Illinois, 410 N. Michigan Avenue, Chicago, IL 60612 Mr. Don Frey, Executive Director

National Council for Homemaker Home Health Aide Service, Inc., 1740 Broadway, New York, NY 10019

National Council on Alcoholism, Publications Division, 2 East 103rd Street, New York, NY 10029

National Dairy Council, Program Service Department, 111 N. Canal Street, Chicago, IL 60606

National Foot Health Council, Phoenix Building, Rockland, MA 02370

National Health Council, 1970 Broadway, New York, NY 10023

FOUNDATIONS

Allergy Foundation of America, 801 Second Avenue, New York, NY 10017

American Foundation for the Blind, 15 West 16th Street, New York, NY 10010
Pamphlets, booklets, films, elementary and secondary teacher background

Arthritis and Rheumatism Foundation, Director of Public Information, 23 West 45th Street, New York, NY. Illinois Chapter of the Arthritis and Rheumatism Foundation, 1000 North State Street, Chicago, IL

Health Information Foundation, Public Relations Director, 420 Lexington Avenue, New York, NY

Hemophilia Foundation, 175 Fifth Avenue, New York, NY 10010

National Foundation, Director of Public Education, 800 Second Avenue, New York, NY 10017
### LISTING OF PUBLICATIONS FOR INDUSTRIAL ORIENTED OCCUPATIONS

#### CAREER INFORMATION

<table>
<thead>
<tr>
<th>TITLE OF PUBLICATION</th>
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<tr>
<td>Career Opportunities for Technicians and Specialists: Agricultural, Forestry and</td>
<td>J. G. Ferguson Publishing Co., Inc.</td>
</tr>
<tr>
<td>Oceanographic Technicians</td>
<td>6 N. Michigan Ave.</td>
</tr>
<tr>
<td>Walter M. Arnold and Howard Sidney, Ed.</td>
<td>Chicago, IL 60602</td>
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<tr>
<td>Career Opportunities for Technicians and Specialists: Community Service and Related</td>
<td>J. G. Ferguson Publishing Co., Inc.</td>
</tr>
<tr>
<td>Specialists</td>
<td>6 N. Michigan Ave.</td>
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<tr>
<td>Walter M. Arnold, et al.</td>
<td>Chicago, IL 60602</td>
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<tr>
<td>Career Opportunities for Technicians and Specialists: Engineering Technicians</td>
<td>J. G. Ferguson Publishing Co., Inc.</td>
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<tr>
<td>Walter M. Arnold and Waite; J. Brooking, Ed.</td>
<td>6 N. Michigan Ave.</td>
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<tr>
<td>Career Opportunities for Technicians and Specialists: Health Technicians</td>
<td>J. G. Ferguson Publishing Co., Inc.</td>
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<tr>
<td>Chicago, IL 60602</td>
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<tr>
<td>Office Specialists</td>
<td>6 N. Michigan Ave.</td>
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<tr>
<td>Careen for the Technician/Military Edition.</td>
<td>Chicago, IL 60602</td>
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<tr>
<td>New Careers in Engineering Technology</td>
<td>Career Publications</td>
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<tr>
<td>Sources of Engineering Technology Career Information</td>
<td>635 Madison Ave.</td>
</tr>
<tr>
<td>A Career For You, Transportation and Traffic Management</td>
<td>New York, NY 10022</td>
</tr>
<tr>
<td>Airline Dispatcher - The Dispatcher. Airline Safety and Economy in the Jet Age</td>
<td>Engineer's Council for Professional Development</td>
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<tr>
<td>A Career Challenge in Management Engineering in the Apparel Industry</td>
<td>345 East 47th Street</td>
</tr>
<tr>
<td>345 East 47th Street</td>
<td>New York, NY 10017</td>
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<tr>
<td>The Apparel Industry Offers You a Career Opportunity</td>
<td>Engineers' Council for Professional Development</td>
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<tr>
<td>A Career Challenge in Management Engineering in the Apparel Industry</td>
<td>345 East 47th Street</td>
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<tr>
<td>Fashion Your Career in the Apparel Industry</td>
<td>New York, NY 10017</td>
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<tr>
<td>Publications List - AAMA</td>
<td>Academy of Advanced Traffic</td>
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<tr>
<td>Tex.,le Engineering Technology at Southern Tech.</td>
<td>50 Broadway</td>
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<td>New York, NY 10004</td>
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<td>Airline Dispatchers Assoc.</td>
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<td>929 West Broad Street, 2nd Fluor</td>
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<td></td>
<td>Falls Church, VA 22046</td>
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<td>American Apparel Mfg. Assoc., Inc.</td>
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<td>2000 K Street, N. W.</td>
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<td>Washington, DC 20006</td>
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</tbody>
</table>
Hey,.. Look Me Over - An Exciting Career in the World of Apparel Publications & Film Directory: Your One-Stco Guide to the Apparel Industry in Print and in Film.

For Career Opportunities Explore the Wonder World of Ceramics Universities & Colleges in the U. S. Offering Courses in Ceramic Engineering, Science and/or Ceramic Art

Career Literature Available from the American Chemical Society
Chemical & Engineering News
Chemistry and Your Career

Opportunities in Machine Shop Trades
Benjamin Stern
Vocational Guidance Manual

Printing: Careers and Opportunities for You
Philip Pollach

Careers in Surveying & Mapping

Careers Unlimited in Cast Metals (Film List)
Cast Metals Career Briefs: Cleaning and Finishing Department
Cast Metals Career Briefs: Core Making
Cast Metals Career Briefs: Engineering
Cast Metals Career Briefs: Equipment Maintenance
Cast Metals Career Briefs: Metalcasting Molder
Cast Metals Career Briefs: Melting & Pouring
Cast Metals Career Briefs: Technicians

A Career in Teaching Industrial Arts

Your Career as an Aerospace Engineer

Designing a Better Tomorrow - A Career in Architecture

After High School What?
Chemical Engineering and You
Do I Have Engineering Aptitude
Engineering: A Challenge
The Second Mile
Will You be a Chemical Engineer?
Industrial Engineering. the Profession with a Future

Careers in Metallurgy, Materials Science and Metallurgical Engineering
Careers in Petroleum Engineering
Penetrating New Frontiers with Minerals Engineers

The AMA Management Film Catalog
Invitation to Achievement: Your Career in Management
Sources of Information About Occupations

How Paper Came to America
How You Can Make Paper
Paper Industry in the U. S.
Paper & Paper Manufacture

Going Places in Oil
Science in the Petroleum Industry
(For classroom use in General Science Courses)

Careers in Road Building

The Invisible E: The Civil Engineer
Is Civil Engineering for You
Your Future in Civil Engineering

The Engineering Technician
Nuclear Engineering in Your Future
The Road to Graduate School in Engineering

Your Future in Air-Conditioning, Heating and Refrigeration Engineering

Mechanical Engineering

ASM Career Development Materials
A Career in Metallurgy Will Extend Your Reach
Career Opportunities in Metallurgy
Does Engineering Appeal to You?
American Society of Safety Engineers  
Publications & Reprints: American Society of Safety Engineers  
Scope & Functions of the Professional Safety Position  
Status Report - Education Opportunities in Safety  
Can You Imagine (Film Prints Without Charge)  
A Film Brochure  
Your Career in Textiles - An Industry / A Science / An Art  
Careers in Watch Repairing  
National Roster of Watchmaking Schools  
Opportunities in the Welding Industry  
A Career as a Laboratory Technician  
Selling as a Career  
Your Opportunity as a Professional Flooring Craftsman  
Construction Industry Opportunities  
Through Apprentice Training  
Construction: A Man's Work  
The Constructors  
The Functions of a General Contractor  
National Apprenticeship & Training Standards for Cement, Masonry, Asphalt and Composition Trade  
National Apprenticeship Standards for the Trade of Operating Engineer  
The Human Side of Railroading  
Career Opportunities in Automotive Service  
Facts for Study  
Quest  
The World Makes an Automobile (Map)  
Business Careers for Young Women  
Careers in Business for Young Men  
Get Your Toe in the Door  
Your Education and Your Earning Power  
The Bricklayers Story  
Constitution and Rules of Order, Bricklayers, Masons and Plasterers Union of America  
How Many Bricks a Day?

American Textile Mfg. Institute, Inc.  
1501 Johnston Bldg.  
Charlotte, NC 28202

American Watchmakers Institute, Inc.  
P. O. Box 11011  
Cincinnati, OH 45211

American Welding Society  
345 East 47th Street  
New York, NY 10017

Armstrong Cork Company  
Lancaster, PA 17604

Associated General Contractors of America  
1957 E Street, N. W.  
Washington, DC 20003

Association of American Railroads  
Transportation Building  
Washington, DC 20006

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Corning, NY 14830

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McLean, VA 22101

Armstrong Cork Company
Mr. Clyde O. Hess, Manager
Press Relations
Public Relations Department
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Lancaster, PA 17504

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Washington, DC 20202

Clothing Service Training

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Silver Springs, MD 20910

Alteration Woman,
Genevieve Schubert

Milwaukee Technical College
1015 N. Sixth St.
Milwaukee, WI 53203

Tailor

Chronicle Guidance Publications, Inc.
Moravia, NY 13118

Textile Merchandising

Orange County Public Schools
Orlando, FL 32800
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<tr>
<th>TITLE OF FILM</th>
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| It’s An Exciting Career                                                    | J. C. Penney Co.  
1301 Avenue of Americas  
New York, NY 10019 |
| Personal Qualities for Job Success                                         | University of Kentucky  
Audio-Visual Services  
Bureau of School Service  
College of Education  
Lexington, KY 40506 |
| Career Opportunities in the Restaurant Industry (For Loan)                | H. J. Heinz, Co.  
Pittsburg, PA |
| Be Involved — Be a Home Economist                                         | American Home Economics Assn  
1600 20th Street, N. W.  
Washington, DC 20009 |
| 37 slides, 25 minute script                                                | National Restaurant Association  
Educational Materials Center  
1530 N. Lake Shore Drive  
Chicago, IL 60610 |
| Where Do I Go From Here?                                                   | Singer  
1345 Diversey Parkway  
Chicago, IL 60614 |
| 16mm 26 minutes                                                            | Guidance Associates  
23 Washington Avenue  
Pleasantville, NY 10570 |
| (Shows career opportunities for teenagers in food service industry)        | Journal Films  
909 W Diversey Parkway  
Chicago, IL 60614 |
| 612-1 Requirements in the World of Jobs                                   | The Chicago Board of Education  
Division of Visual Education  
3333 W 31st St  
Chicago, IL 60623 |
| 612-2 Achieving Success in the World of Jobs                              | International Film Bureau  
332 South Michigan Ave.  
Chicago, IL 60604 |
| 612-3 Job Opportunities in a Restaurant                                   | The Chicago Board of Education  
Division of Visual Education  
3333 W 31st St  
Chicago, IL 60623 |
| A New Horizon. Careers in School Food Service                             | The Chicago Board of Education  
Division of Visual Education  
3333 W 31st St  
Chicago, IL 60623 |
<p>| A New Look at Home Economics Careers                                       |                                                                                           |</p>
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<td>Environmental Sanitation</td>
<td>U. S. National Audio/Visual Center</td>
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<td>9 Minutes</td>
<td>Washington, DC 20409</td>
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<td>Fireman of Guard</td>
<td>The Chicago Board of Education</td>
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<td>11 Minutes</td>
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<td>3333 W. 31st Street</td>
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<td>Chicago, IL 60623</td>
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<td>Food Service: A Career to Consider</td>
<td>National Restaurant Association</td>
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<td>1530 N. Lake Shore Drive</td>
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<td>Chicago, IL 60610</td>
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<td>Head Start Child Development Program Films</td>
<td>Dept. of Health, Education and Welfare</td>
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<td></td>
<td>Washington, DC 20202</td>
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<tr>
<td>Kitchen Habits</td>
<td>Communicable Disease Center</td>
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<td></td>
<td>1600 Clifton Road</td>
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<td>Dept. of Health, Education &amp; Welfare</td>
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<td>Atlanta, GA 30322</td>
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<td>A Long Time to Grow (Part I) 35 mm.</td>
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<td>26 Washington Film Place</td>
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<td>New York, NY 10003</td>
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<tr>
<td>New Horizons in Vocations</td>
<td>Dash Productions</td>
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<tr>
<td>20 Minutes</td>
<td>494^ Hollywood Blvd.</td>
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<td></td>
<td>Hollywood, CA 90027</td>
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<td>One Hundred and Eleventh Street 32 Minutes</td>
<td>CCM Films, Inc.</td>
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<td></td>
<td>34 Mecquesten Place, S.</td>
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<td></td>
<td>Mt. Vernon, NY 10550</td>
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<tr>
<td>Our Man in the Middle 28 Minutes</td>
<td>Audio-Visual Department</td>
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<td>Sears, Roebuck Foundation</td>
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<td></td>
<td>303 E. Ohio Street</td>
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<td></td>
<td>Chicago, IL 60611</td>
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<tr>
<td>Pathways Through Nursery School</td>
<td>Stephens College</td>
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<td></td>
<td>Columbia, MO 65201</td>
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<td>Pipeline People</td>
<td>Film Library</td>
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<td></td>
<td>Northern Illinois Gas Co.</td>
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<td></td>
<td>P. O. Box 190</td>
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<td></td>
<td>Aurora, IL 60507</td>
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<td></td>
<td>Carousel Films, Inc.</td>
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<tr>
<td>The Poisoned Air</td>
<td>1501 Broadway</td>
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<td></td>
<td>New York, NY 10036</td>
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<tr>
<td>The Cities -- A City Is To Live In 54 Minutes</td>
<td>BFA Educational Media</td>
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<tr>
<td></td>
<td>2211 Michigan</td>
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<tr>
<td></td>
<td>Santa Monica, CA 90404</td>
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# Listing of Resources for Personal and Public Service Occupations

<table>
<thead>
<tr>
<th>Organization</th>
<th>Address</th>
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<tbody>
<tr>
<td>Amalgamated Clothing Workers of America</td>
<td>15 Union Square, New York, NY 10003</td>
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<tr>
<td>Amalgamated Transit Union</td>
<td>5022 Wisconsin Ave., NW, Washington, DC 20016</td>
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<tr>
<td>American Hotel and Motel Assn</td>
<td>221 W 57th Street, New York, NY 10019</td>
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<tr>
<td>American Library Association DEMCO</td>
<td>Madison, WI</td>
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<td>American Petroleum Institute</td>
<td>12171 Avenue of the Americas, New York, NY 10020</td>
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<tr>
<td>American Technological Society</td>
<td>848 East 58th Street, Chicago, IL 60637</td>
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<tr>
<td>American Trucking Association</td>
<td>1616 P St., NW Washington, DC 20036</td>
</tr>
<tr>
<td>Associated Barbers and Beauticians of America</td>
<td>537 South Dearborn Street, Chicago, IL 60605</td>
</tr>
<tr>
<td>Associated General Contractors of America, Inc</td>
<td>1957 E Street, NW, Washington, DC 20006</td>
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<tr>
<td>Association for Childhood Education International</td>
<td>3615 Wisconsin Avenue, NW, Washington, DC 20016</td>
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<tr>
<td>Child Study: Association of America</td>
<td>9 East 89th Street, New York, NY 10028</td>
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<tr>
<td>Child Welfare League of America, Inc</td>
<td>44 East 23rd Street, New York, NY 10010</td>
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<tr>
<td>Children's Bureau</td>
<td>U S. Department of Health, Education and Welfare, Washington, DC 20016</td>
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<tr>
<td>Department of Children and Family Services State of Illinois</td>
<td>524 South Second, Springfield, IL 62706</td>
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<tr>
<td>Holiday Inns of America, Inc</td>
<td>3796 Lamar Avenue, Memphis, TN 38118</td>
</tr>
<tr>
<td>Hotel &amp; Restaurant Employees and Bartenders International Union</td>
<td>Robert L. Diefenbach, 6 East Fourth Street, Cincinnati, OH 45202</td>
</tr>
<tr>
<td>Institutional Education Statler Hall, Cornell University</td>
<td>Ithica, NY 14850</td>
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<tr>
<td>International Brotherhood of Teamsters, Chauffeurs, Warehousemen &amp; Helpers of America</td>
<td>25 Louisiana Avenue, NW, Washington, DC 20001</td>
</tr>
<tr>
<td>International Stewardess News</td>
<td>360 E First Avenue, P O Box 188, Hialeah, FL 33011</td>
</tr>
<tr>
<td>National Aerospace Educational Council</td>
<td>806 15th Street, NW, Room 616, Washington, DC 20005</td>
</tr>
<tr>
<td>National Association for the Education of Young Children</td>
<td>1834 Connecticut Avenue NW, Washington, DC 20009</td>
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<tr>
<td>National Association of Hotel/Motel Accountants, Inc</td>
<td>28 Duncan Avenue, Jersey City, NJ 07304</td>
</tr>
<tr>
<td>National Assn. of Post Office Mail Handlers, Watchmen, Mailmen &amp; Mailmen &amp; Group Leaders</td>
<td>Warner Building, Washington, DC 20004</td>
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<tr>
<td>National Assn. for Retarded Children, Inc</td>
<td>386 Park Avenue, S, New York, NY 10016</td>
</tr>
<tr>
<td>National Committee for Day Care of Children, Inc</td>
<td>44 East 23rd Street, New York, NY 10010</td>
</tr>
</tbody>
</table>
National Congress of Parents & Teachers
700 North Rush Street
Chicago, IL 60611

National Council of Family Relations
1219 University Avenue, SE
Minneapolis, MN 55414

National Federation of Settlements and Neighborhood Centers
232 Madison Avenue
New York, NY 10016

National Executive Housekeepers Assn.
Kettering Memorial Hospital
3535 Southern Blvd.
Kettering, OH 45643

National Institute of New Careers
University Research Corporation
4301 Connecticut Avenue NW
Washington, DC 20008

National Kindergarten Association
8 West 40th Street
New York, NY 10018

National Program on Early Childhood Education
National Coordination Center
10646 Street Charles Rock Road
St. Ann, MO 63074

National Restaurant Association
1530 N. Lake Shore Drive
Chicago, IL 60610

National Safety Council
425 North Michigan Avenue
Chicago, IL 60611

National Society for Crippled Children and Adults, Inc.
2023 W. Ogden Avenue
Chicago, IL 60612

National Urban League, Inc
Building for Equal Opportunity
55 East 52nd Street
New York, NY 10022

Play Schools Association, Inc
120 West 57th Street
New York, NY 10019

Public Affairs Committee
381 Park Avenue S.
New York, NY 10010

Society of American Foresters
1010 17th Street NW
Washington, DC 20036