

1962

1962-1963 Course Catalog

Columbia College Chicago

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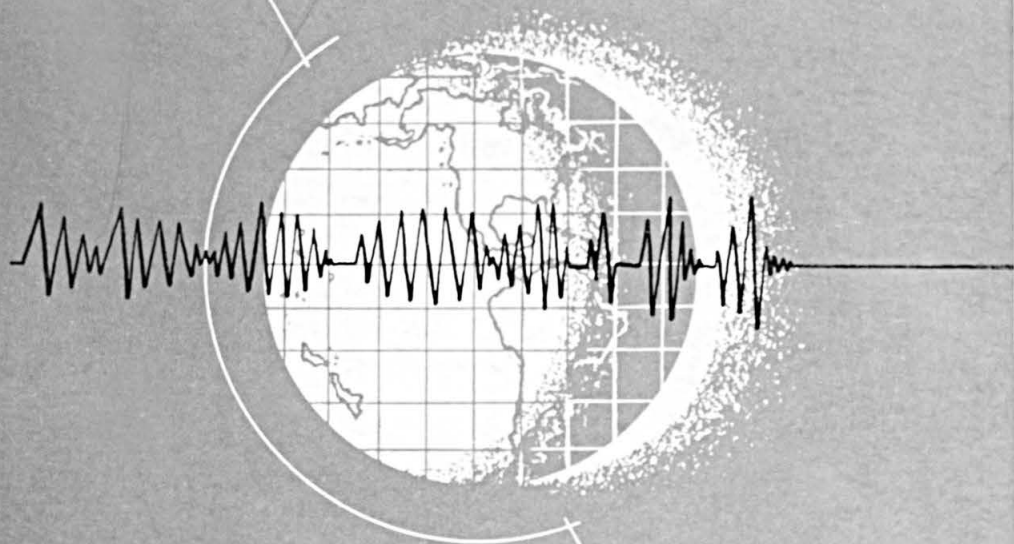
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founded 1890
THE SEVENTY-THIRD YEAR



COLUMBIA COLLEGE

catalog issue 1962-1963

COLUMBIA COLLEGE SERVES TOMORROW • TODAY IN THE GOLDEN AGE OF COMMUNICATIONS

The dynamic growth of the media and arts of mass communication represent the one development of the 20th Century likely to leave the sharpest impression on modern society.

As *educators*, television, radio, motion pictures, journalism, advertising and the new educational technology possess a potential of incalculable benefit for all mankind.

COLUMBIA COLLEGE provides a full college education to meet the challenge of Communication — the vital learning necessary to understand and employ this compelling social and cultural force.

THE BOARD OF TRUSTEES OF COLUMBIA COLLEGE

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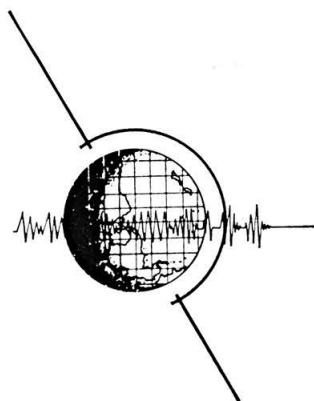
ERWIN F. SALK

LUCILLE G. STRAUSS

SAMUEL VICTOR

CHARLES A. WEISS

the seventy third year



COLUMBIA COLLEGE

THE COMMUNICATION ARTS

TELEVISION

RADIO BROADCASTING

DRAMATIC ARTS

MOTION PICTURES

ADVERTISING

JOURNALISM

SPEECH • EDUCATION

and the liberal arts and sciences

COLUMBIA COLLEGE

207 SOUTH WABASH AVENUE • CHICAGO 4, ILLINOIS

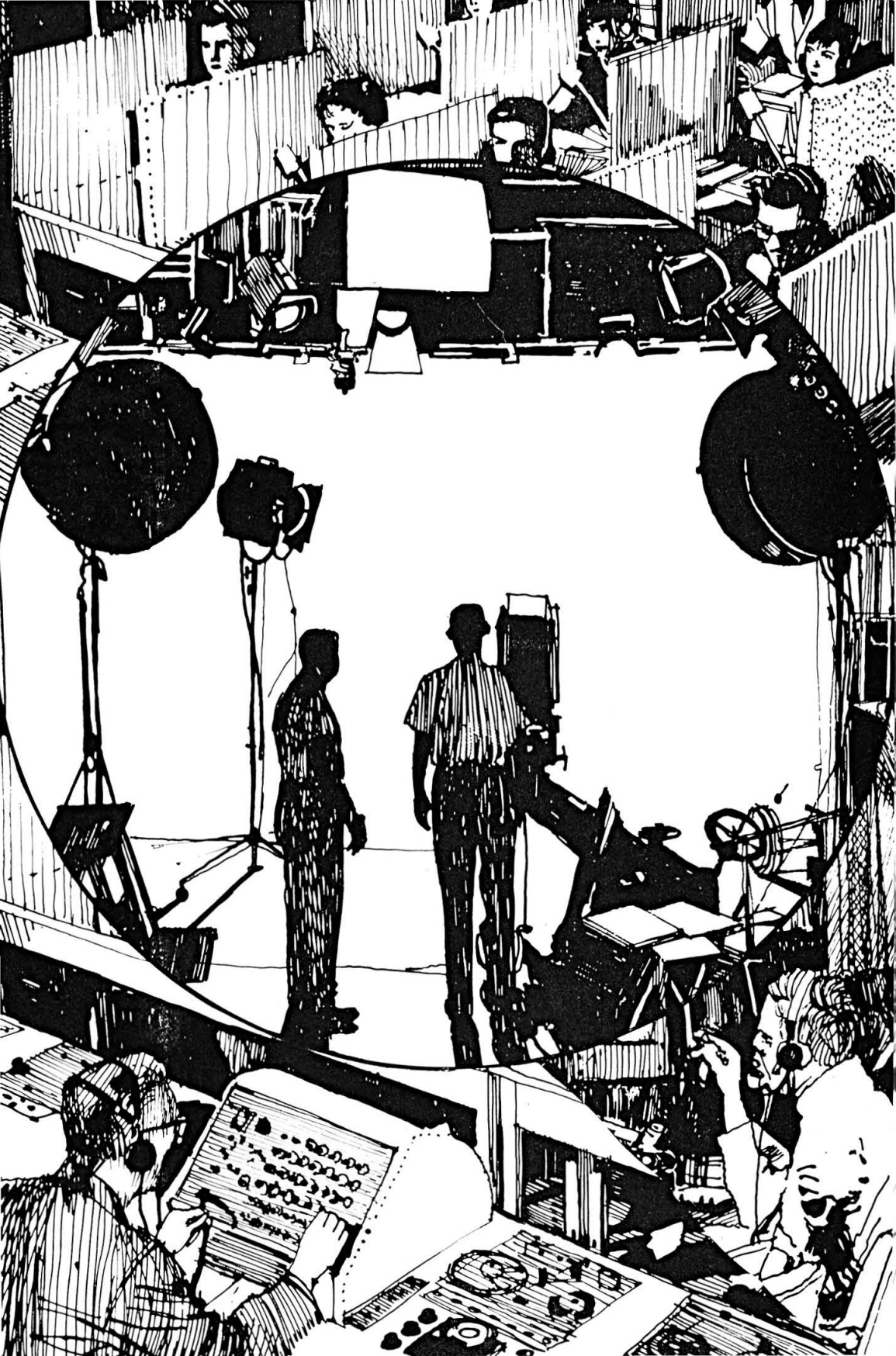


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COLUMBIA COLLEGE

COLUMBIA COLLEGE was founded in 1890.

For more than seventy years, COLUMBIA COLLEGE has served a special purpose with singular distinction in the community of American colleges.

COLUMBIA COLLEGE has concentrated on providing a full college education centered on the creative arts and techniques of mass communication and the performing arts to college students whose interests and career goals are in these fields of unique social and cultural importance.

COLUMBIA COLLEGE is a small, specialized, non-campus college. It is concerned with fostering individuality in a period of organization and conformity. It espouses a vital, progressive culture which combines aesthetics and technology.

It aims at developing a thoughtful, purposeful student, possessed of the best of the cultural heritage and an active humanity and sense of social values.

COLUMBIA COLLEGE avoids impersonal grade-point competition and mass lecture sessions. It provides a stimulating, practical, learning-by-doing environment under a Faculty drawn from among the most prominent leaders of the fields of Communication and the academic professions.

Students may pursue an integrated program of study in communications or may concentrate their study in subject areas where they have particular interest or ability.

Within a college program of liberal-arts education leading to the Bachelors Degree, COLUMBIA COLLEGE provides the student with a preparation to work successfully as creator, performer or educator in fields which employ the creative arts as communicative process.

COLUMBIA COLLEGE • 1890–1963

a continuing pioneer in communication-arts education



COLUMBIA COLLEGE

FACULTY AND ADMINISTRATION

Members of the Columbia College faculty are leaders in the fields of communication and the academic professions of the arts and sciences. They are selected on the basis of their ability to provide effective instruction through stimulating presentation. The faculty members are teaching specialists in courses which correspond to the areas of professional and academic specialization in which they have achieved particular prominence.

DEAN OF THE COLLEGE

DANIEL D. HOWARD

Ph.D., University of Chicago

SOCIAL SCIENCE

HANS ADLER

M.A., University of Vienna, Austria

ART • EDUCATION

FLORENCE BAKER

M.A., Northwestern University

SPEECH • THEATER ARTS

LAKE BOBBITT

M.A., George Washington University

HUMANITIES

HARRY BOURAS

Artist, Writer, Lecturer

JOURNALISM

LES BROWN

B.S., Roosevelt University
Bureau Chief, "Variety"

JOURNALISM

VIRGINIA BUTTS

B.A., University of Chicago
Publicity Director (Midwest) "Time", "Life",
"Fortune" Magazines

THEATER ARTS

LUCILLE COLBERT

Actress, Director, Producer

- | | |
|-----------------------------|---|
| ENGLISH | JACK CONROY
Author, Critic |
| ENGLISH | RUSSELL E. DAVIS
M.A., Columbia University |
| SPEECH | PATRICIA DRABIK
Ph.D., University of Illinois |
| SOCIAL SCIENCE | EDMOND I. EGER
B.S., University of Chicago
Executive Director, Chicago Council on
Foreign Relations |
| SPEECH • RADIO | HERMAN FELL
M.F.A., Goodman Memorial Theater
Radio Producer-Director, WBBM, C.B.S. |
| JOURNALISM | THOMAS FITZPATRICK
B.A., Kent University
Sports Writer, "Chicago Tribune" |
| PSYCHOLOGY | WILLIAM GELLMAN
Ph.D., University of Chicago
Director, Jewish Vocational Service |
| ENGLISH • JOURNALISM | DON GOLD
M.A., Northwestern University |
| MOTION PICTURES | HANS GRAFF
B.A., University of Vienna, Austria
President, Cinegraph Co. |
| MOTION PICTURES | WILLIAM HARDER
B.S., Columbia College
Production Manager, Fred Niles Productions |
| PSYCHOLOGY | KEITH HOOVER
Ph.D., Northwestern University |

- | | |
|----------------------------|---|
| TELEVISION | JACK JACOBSON
Producer, Director, WGN-TV |
| SOCIAL SCIENCE | JULIAN KANNER
M.A., University of Chicago |
| SOCIAL SCIENCE | ABBAS KESSEL
Ph.D., University of Chicago |
| SPEECH | THEODORE KUNDRAT
M.S., Columbia College
A.M., Emerson College |
| MOTION PICTURES | FRED LASSE
Producer, Visual Educational Films, Inc. |
| ADVERTISING | DOROTHY LE FOLD
Vice Pres., Amer. Merch. M'gmt. Corp. |
| MOTION PICTURES | HERSCHELL LEWIS
M.S., Northwestern University
Pres. Creative Communications, Inc. |
| TELEVISION • DESIGN | ROBERT LINK
B.A., Illinois Wesleyan University
TV Production Manager, WBBM-TV, C.B.S. |
| TELEVISION | THAINE LYMAN
Technical Director, WGN-TV |
| JOURNALISM | ANTHONY MARCIN
B.A., University of Wisconsin
Manager, Information Division, "Chicago
Tribune" |
| TELEVISION | CHALMERS MARQUIS
B.S., University of Illinois
Program Director, WTTW-TV |

JOURNALISM	EDWARD L. MORRIS B.S., University of Louisville Director of Development, WTTW-TV
ADVERTISING	DON NATHANSON B.A., University of Minnesota President, North Advertising Agency
RADIO • TELEVISION	AL PARKER Columbia College Featured Radio-TV Performer
THEATER ARTS	ALAN PETERS Actor, Director, Producer
SCENIC ART	KEN PONTE Art Director, WBBM-TV, C.B.S.
EDUCATION	HELEN ROSSITER M.A., Northwestern University
SCIENCE	ALLEN ROVICK Ph.D., University of Illinois
TELEVISION	DONALD SANDERS B.S., Columbia College Operations Director, WNBQ-TV, N.B.C.
ENGLISH	HARRY SHARP B.A., Ohio State University Senior Editor, World Book Encyclopedia
ADVERTISING	JAMES SHEERAN M.A., Columbia College Director of Marketing, B.B.D.O. Advertising Agency (Chicago)
EDUCATION	ANTOINETTE SINARD M.A., Northwestern University

SCIENCE

ERNEST SUKOWSKI
Ph.D., University of Illinois

COMMUNICATIONS

RICHARD THORNE
(On Leave)

BUSINESS

CHARLES WALSH
Northwestern University
Walsh Broadcast Mgmt. Consultants

ENGLISH

GEORGE WATSON
M.S., University of Illinois
Director, Watson Guidance Service

OFFICERS AND ADMINISTRATION

MIRRON ALEXANDROFF	President
DANIEL D. HOWARD	Vice President—Dean
WOLFRAM DOCHTERMAN	Dean of Faculty
WALTER ROBINSON	Director of Development
JANE ANN LEGNARD	Registrar
BETTY BELAND	Assistant Registrar
HELEN YATES	Bursar
ALINE NEFF	Librarian

THE STUDENT GUIDANCE PROGRAM

The guidance program provides a long-range service to students. It is initiated when students enter the College and continues to operate for their benefit long after they have graduated and have taken their places in the professional world.

Careful evaluation of the entering student's interests, aptitudes and abilities provides guidance counselors with a factual basis for assisting the student in selecting the program of study for which he has the greatest potentiality for success.

Classroom instruction is planned to meet the needs of the individual student, so that the greatest opportunity is provided for the development of his special abilities. In regular faculty conferences his progress is discussed and his program of study is arranged to provide special assistance where necessary.

When the student has completed his studies, the Graduate Placement Service aids him in obtaining a position for which he is best qualified.

The Graduate Placement Service is available to the alumnus for advice and assistance in securing or changing positions. It provides information on job opportunities. It is available to him for the technical advice and information he may need in his work. It maintains an interest in and follows his growth and development through his professional career.

ADMISSION REQUIREMENTS

Before being accepted by the College, each applicant must provide evidence, through individual conference, correspondence or examination when indicated, that he has the qualifications and aptitudes to prepare successfully in any of the fields for which Columbia College offers a preparation. The applicant must furnish satisfactory character references and must be a high school graduate. Under special circumstances, successful passing of the "General Educational Development Tests" may be accepted in lieu of high school graduation.

A transcript of the prospective student's high school record and transcripts of study from any colleges attended are required. Persons from foreign countries desiring admission must include character references and all records of their previous education with their application.

CREDITS AND ADVANCED STANDING

The unit of credit used by the College is the **Semester Hour**, which is equal to 17-18 class hours of instruction.

Advanced standing is given to all students who present satisfactory evidence of previous study from an institution of higher learning. Students may obtain an evaluation of their previous collegiate work by submitting a transcript of their credits to the Registrar.

STUDENTS AT LARGE

Students who do not initially elect a specific degree program may register as “students at large” and may elect, with the approval of the Registrar, subjects to meet their particular interests and needs. Such students must select a specific degree program at the completion of **16 Semester Hours** of study.

ACADEMIC REGULATIONS

CONDUCT

Mature, ethical conduct, consistent with the high purpose of the College and the serious educational objectives for which the student was accepted for admission, is expected at all times. Any problem involving the deportment of a student will be referred to the Dean of the College for action.

The College emphasizes the student's responsibility for conscientious preparation of assignments and the frequent interdependence of students upon one another in regards class projects that require an individual contribution to the group effort. Where a student's lack of interest, inadequate preparation or absence detracts from the achievement of the group objectives, he will, upon the recommendation of the instructor, be dropped from the class.

ATTENDANCE

Students are expected to attend all class sessions of the courses in which they are registered. It is the responsibility of the student to obtain an excuse for any excess absence and to arrange with the instructor to make up the work missed.

GRADING

The grading system used by the College is as follows: A—Excellent; B—Good; C—Satisfactory; D—Passing; F—Failure; I—Incomplete. A grade of Incomplete (I) may be given a student who has not handed in certain assignments, but was otherwise doing passing work. An “I” grade not removed by the end of the term immediately following automatically becomes an “F” grade.

The College requires that a student maintain a minimum grade average of “C,” for each term in which he is enrolled. No student who falls below this standard may re-register for another term unless he has obtained special permission of the Dean of the College. Students placed on “Probation” for reasons of scholarship must satisfy the conditions of probation during their next term. Otherwise, they will be subject to dismissal from the College.

The attention of all students is called to the requirements for the Degree as shown on the following pages. At the time of registration, the Registrar will make every effort to guide the student in the selection of specific subjects that meet Degree requirements. It is the responsibility of the student, however, to take these requirements into consideration when selecting his program of study.

DIPLOMAS AND DEGREES

Columbia College offers the following:

ASSOCIATE IN ARTS

In Speech and Communication Arts

BACHELOR OF ARTS

BACHELOR OF SPEECH

In Speech and Communication Arts

REQUIREMENTS FOR THE ASSOCIATE DEGREE

Students who are interested in concentrated professional education may elect to work for the Associate Degree.

The requirements for this degree are the satisfactory completion of 60 Semester Hours of study, of which 36 should be selected from Section I of the catalog, and the balance selected from the curriculum at large.

Students who obtain the Associate Degree may continue their studies for a higher degree. All work completed in satisfaction of requirements for the Associate Degree will be recognized towards satisfaction of requirements for higher degrees.

REQUIREMENTS FOR THE BACHELOR'S DEGREE

The Bachelor's Degree is awarded students who complete 120 Semester Hours of acceptable study. Students transferring credits from other colleges must complete 30 Semester Hours in residence at Columbia College. Curriculum requirements for the Bachelor's Degree are given below.

SUBJECTS IN COURSE	NUMBER OF SEMESTER HOURS REQUIRED
Communication: Speech, Television, Radio, Motion Pictures, Theater-Arts, Advertising, Journalism: Subjects selected from Sections, I, II, and IV appropriate to student's major field of concentration	46
English: Subjects selected from Section IV.....	18
Science: Subjects selected from Section VI.....	6
Social Science: Subjects selected from Section V (Must include U.S. History, 6 Semester Hours, and Cont. World History, 6 Semester Hours)	18
Humanities: Subjects selected from Sections III and VII, and Literature Subjects selected from Section IV.....	10
Electives from English, Science, Social Science and Humanities..	8
Electives to be selected from curriculum at large, Sections I-VIII..	14
	—
TOTAL	120

REQUIREMENTS FOR TEACHER EDUCATION

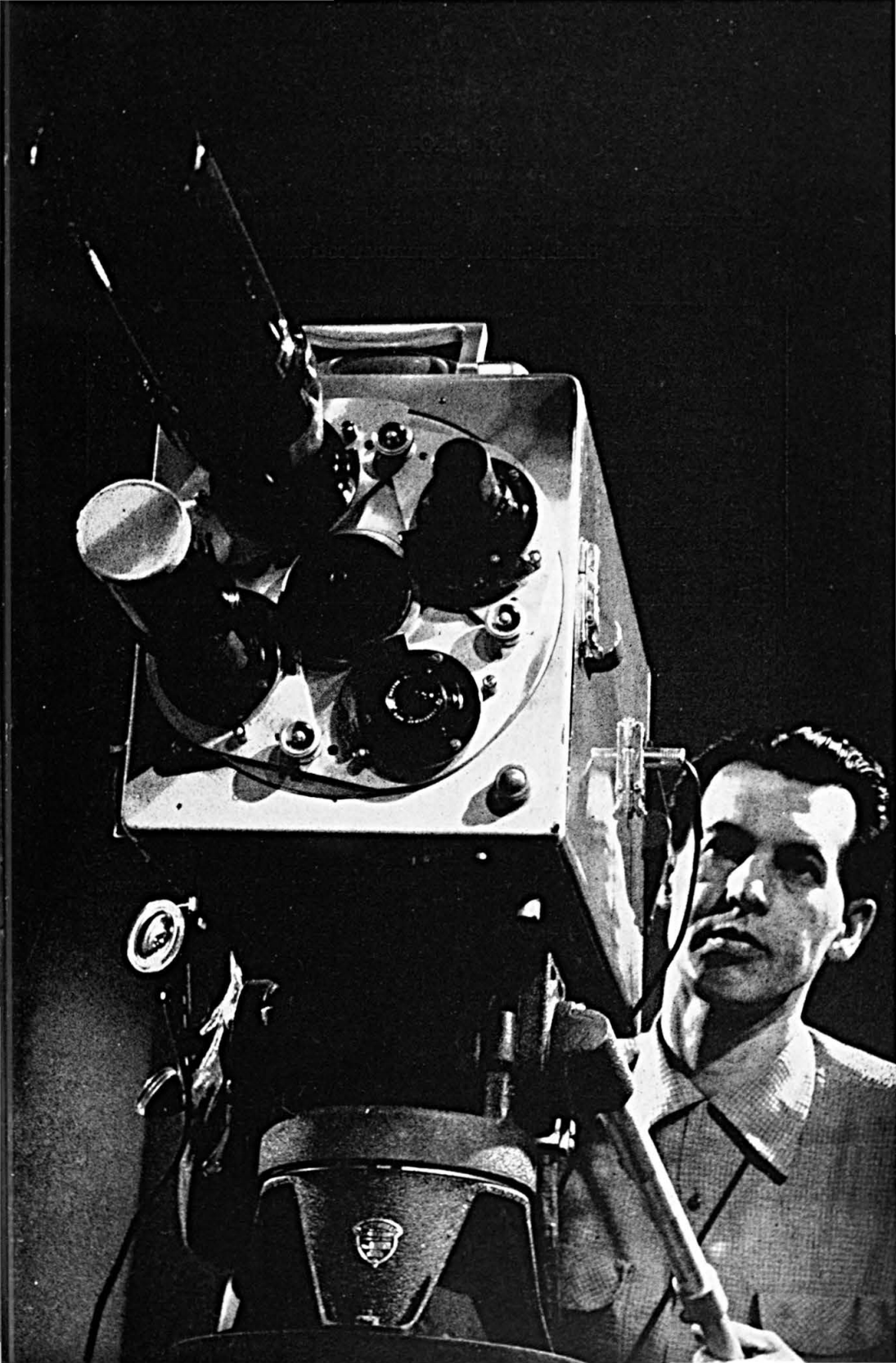
Students who expect to qualify as public school teachers in Speech and Communication-Arts must meet State requirements in terms of educational courses and student teaching. The following sequence of subjects conforms to the requirements of the Examining Board of the State of Illinois.

SUBJECTS IN COURSE	NUMBER OF SEMESTER HOURS REQUIRED
Speech—Communications: Subjects selected from Section I.....	32
English Language Arts: Subjects selected from Section IV.....	18
Science: Subjects selected from Section VI.....	6
Mathematics: (See Section VI).....	4
Social Science: (Including American History and Government, 6 S.H.): Subjects selected from Sections III and V.....	12
Health & Physical Education: Subjects selected from Section VI..	4
General Psychology: (See Section III).....	3
Humanities: Subjects selected from Sections III and VII, and Literature subjects selected from Section IV.....	8
Educational Psychology: (See Section III).....	3
Methods of Teaching Speech: (See Section VIII).....	4
History of Education: (See Section VIII).....	2
Guidance and/or Tests & Measurements: (See Section III).....	2
Methods of Teaching Reading: (See Section VIII).....	2
Audio-Visual Materials: (See Section VIII).....	2
Student Teaching: (See Section VIII).....	5
Electives in Professional Education: (See Section VIII).....	3
Electives: Subjects selected from Curriculum at Large.....	10
TOTAL	120

THE CURRICULUM

The Columbia College program is concerned with the creative arts of communication. The curriculum is designed to encourage the student to work creatively and to develop and use his abilities to the fullest.

In each of the professional departments, television, radio, motion pictures, stage, and in related subject areas, instruction is conducted under fully professional conditions with studios and equipment paralleling major television and radio stations and motion picture studios. The students have the opportunity to use the equipment and facilities they will work with in any professional assignment.



Section I

Television • Radio Broadcasting • Motion Pictures
Dramatic Arts • Speech • General Communication Subjects
Seminars in Communications

TELEVISION

Television has given a new dimension to American life. As an entertainment medium it provides an incredible quantity and variety of entertainment. As an educational vehicle its applications are almost limitless. It has given a front seat to scenes and events that millions could otherwise only imagine. It has made the viewing of the most unusual commonplace.

In its development, Television has given rise to an amazing array of allied fields and has multiplied the activities of many others. This has created unprecedented, almost world-wide, career opportunities in this new field whose development has only just begun.

FUNDAMENTALS OF TELEVISION (1)*, (2)*

A general introduction to the basic practices and terminology of Television. Class surveys television studio equipment, personnel, programming and production, film, music and TV advertising.

TELEVISION STUDIO FACILITIES (1-2-3), (2)

Practical experience in operating the various types of studio equipment. TV cameras, "switcher," audio, film facilities. Control room, "telecine," TV studio operation.

TELEVISION PRODUCTION (1-2), (2)

The Television Production course is an intermediate workshop in TV production. It integrates the use of all TV studio facilities—cameras, lights, scenery, props, control-room operation, audio equipment, music, film, etc. The student obtains experience in analyzing the TV script, plotting camera shots, and in producing and directing the various types of Television shows.

TELEVISION PRODUCTION COMMERCIALS (1), (2)

Workshop concentrating on the special problems of producing and "airing" television "commercials": films, slides, "balop," cards and artwork, special devices and "live" commercials. Control room procedures for handling "commercial" inserts. Creation and production of "commercials."

* The numbers in the first parenthesis, following each course, indicate how many semesters of study are available in the course; the numbers in the second parenthesis indicate semester hours of credit for each course.

TELEVISION WORKSHOP (1-2-3-4), (4)

The Television production Workshop is an advanced project in TV program production. Various program formats are developed from ad agency or station origination to "on-the-air" production in back-to-back program schedules. Concentrated experience in TV directing. Consideration of remote telecasts. (Prerequisite: TV Production and all basic TV courses.)

TELEVISION PROGRAMMING AND PRODUCTION SUPERVISION (1), (2)

The TV show budget and cost considerations, procurement of talent and the administration of production personnel and technical crews. The supervision of a station's production schedule. The scheduling of programs.

PROBLEMS IN COLOR TELEVISION PRODUCTION (1-2), (2)

An examination of the special production problems involved in color TV production as compared with "black and white" telecasting utilizing the College's full facilities for color television. (Prerequisite: Advanced standing in TV Production sequence.)

TELEVISION ANNOUNCING (1-2-3-4), (2)

In practical, "before-the-camera" situations, the student obtains directed experience in TV commercial announcing and in "emceeing" TV features, demonstration, interview, quiz, children, homemaker and audience participation programs.

TELEVISION-RADIO SPORTS PROGRAMS (1-2), (2)

This class provides specialized study in all phases of sports programs. It includes training in play-by-play, studio sports shows, recapitulation from wire copy, sports interviews, sports research, statistics for the announcer and writer, and production problems in the "on the scene" telecasting and broadcasting of sports events.

TELEVISION-RADIO NEWS PRESENTATION (1-2), (2)

The production and presentation of Television-Radio news programs. Practice in news announcing, analysis and the broadcast editorial. (This class must be taken concurrently with TV-Radio News Journalism.)

TELEVISION-RADIO NEWS JOURNALISM (1-2), (2)

Journalism for the television-radio medium. News gathering, editing and writing for broadcasting. Use of news sources, opinion and commentary as a basis for news reporting and analysis. Creating the current events, documentary and special events program.

TELEVISION WRITING (1-2-3-4), (2)

Course description, Sec. IV.

TELEVISION ACTING (1-2), (2)

Course description, Dramatic Arts Sec.

TELEVISION DRAMA (1), (2)

Course description, Sec. IV.

TELEVISION IN EDUCATION (1-2), (2)

Course description, Sec. VIII.

RADIO BROADCASTING

The remarkable increase in the number of radio stations, the growth of the "special audience" station, particularly in FM radio, and the standardization of the "music, news and weather" program formats have made for a still growing radio broadcasting industry.

The radio subject sequences are designed for the practical preparation of the prospective broadcaster or other assignments in radio stations and related organizations.

RADIO ANNOUNCING (1-2), (2)

A general introduction to announcing techniques, incorporating sales principles of announcing, creating interest in a product, etc. Covers the various phases of announcing: commercials, newscasts, interviews, special events, etc.

RECORD PROGRAMS (1-2), (2)

Practice in the creation of the individualized "deejay" format. The selection of the "right" music. Development and administration of the record library. Record sources, feature material for the "D.J." Procedures in record clearance.

RADIO BROADCASTING (1-2-3-4), (4)

Station operation within the "broadcast day." Class offers integrated practice in the various broadcasting functions: announcing, writing, program building, acting, station management and program directing, advertising, sales and promotion and record programs.

RADIO-TELEVISION INTERVIEWING (1), (2)

Concentrated experience in interviewing for radio and television. Interview planning. Getting the celebrity on the show. Use of publicity agents and artist representatives. Personalities and topics to create interesting informative or provocative interviews. Techniques of questioning and commentary. Prohibitions.

SPECIAL INTEREST PROGRAMS (1), (2)

Program material and broadcast projects for the special interest radio-television audience. Farm and rural, "country-western," "R and B" music specialties. Foreign language programming. FM cultural. Special audience station organization.

TELEVISION-RADIO SPORTS PROGRAMS (1-2), (2)

Course description, Television Sec.

RADIO DRAMA (1), (2)

Course description, Sec. IV.

MOTION PICTURES

The objectives of the Columbia College program of study in motion pictures are the development of a sound film sense in the student and a working skill in professional motion picture production. The sequence covers the creative functions and "mechanics" of motion picture photography, film editing, writing, techniques of film production and utilization of film.

In addition to the many careers available in motion pictures, opportunity and achievement in other fields is much enhanced by a knowledge of film production, basic film skills and the overall ability to use film effectively.

FUNDAMENTALS OF MOTION PICTURES (1), (2)

A general survey of the motion picture field. Terminology. Introduction to basic equipment, techniques and processes. Types of motion pictures. Commercial procedures. History of the motion picture.

FILM PRODUCTION I (1-2), (2)

Elementary camera techniques, picture composition, use of light sources and light meter. Introductory optics. Film types. Developing the "script." Planning a production. Basic film editing and cutting. Individual student projects in planning, filming and editing a film. Use of projection equipment.

FILM PRODUCTION II (1-2), (2)

Student projects in producing a short film story. The creative functions of editing film. Color cinematography. A consideration of sound on film.

PROBLEMS IN FILM STUDIO PRODUCTION (1-2), (2) & (4)

Basic studio techniques of cinematography. Studio lighting. Special problems of composition, texture, sound and editing. The dramatic sequence on film. Product photography. Producing the "TV Commercial." Professional studio procedures.

DOCUMENTARY FILM PRODUCTION (1-2-3-4), (2) & (4)

The course will include projects in the creation and production of documentary films for educational, commercial and entertainment purposes and as social commentary.

ANALYSIS OF FILM TECHNIQUE (1), (4)

To provide film-makers with a usable background of outstanding motion picture principles through a critical study of the major film accomplishments.

INTRODUCTION TO PHOTOGRAPHY (1-2), (2)

Course description, General Communication Subjects.

BUSINESS PROBLEMS OF THE FILM INDUSTRY (1), (2)

Course description, General Communication Subjects.

MOTION PICTURE WRITING (1-2), (2)

Course description, Sec. IV.

DRAMATIC ARTS

The Dramatic Arts Program is designed primarily for students who are seriously interested in preparing for professional acting or directing objectives in television, in the theater, and in motion pictures.

It provides intensive training in acting and accompanying study in speech and related theater arts subjects under the direction of the most qualified instructional staff.

Through regular stage presentations of significant plays and the productions of the television and motion picture departments of the College, the acting "major" has exceptional opportunities for obtaining performance experience in all of the acting mediums.

With faculty approval, students may select the Dramatic-Arts Program as their area of professional concentration. The student's program in acting will be determined on an individual basis to provide a maximum opportunity for professional development. Admission to advanced acting subjects will depend on the student's progress and potential.

Students who are interested only in acting objectives may enroll as "special students" providing their programs will, in the judgment of the College, permit them to achieve their objectives.

FUNDAMENTALS OF ACTING (1-2), (2)*

Basic training in acting technique, stage movement and theater arts.

ACTING WORKSHOP I (1), (4)

Introductory problems in characterization and interpretation. Continuing exercises in dramatic improvisation, justification, sense memory, observation and concentration.

ACTING WORKSHOP II (1-2), (4)

Rehearsal and performance of scenes from representative plays. Continuing concentration on "workshop exercises."

ACTING WORKSHOP III (1-2), (4)

Acting technique and interpretation relating to the styles of different periods of the theater.

ADVANCED ACTING WORKSHOP (1-2-3-4), (8)

Advanced workshop in acting problems. Production and staging for public performance of outstanding dramas. (Participation by competitive audition and faculty selection.)

BODY TECHNIQUE (1-2), (2)

Exercises and techniques to achieve effective body response and control as a process of characterization. Second term, fencing.

TELEVISION ACTING (1-2), (2)

Acting techniques as they are adapted to the medium of Television. The class develops a "camera consciousness" in the student and provides training in movement for TV.

PRINCIPLES OF DIRECTING (1-2), (2)

Basic theory of directing. Play analysis. Preparation of the Director's "book." The director's relationship to the actor and other creative production assignments.

ADVANCED PROBLEMS IN DIRECTING (1-2), (4) & (8)

Special direction projects in stage and television. (Prerequisite: Faculty selection.)

FUNDAMENTALS OF SPEECH (1-2-3), (2)

Course description, Speech Sec.

HISTORY OF THE THEATER (1-2), (2)

Course description, Sec. IV.

* In all acting subjects additional practice and rehearsal may be assigned.

DRAMATIC LITERATURE (1-2-3), (2)

Course description, Sec. IV.

PLAYWRITING (1-2), (2)

Course description, Sec. IV.

GENERAL COMMUNICATION SUBJECTS

The subjects shown in this section have broadened application to a number of the communication-arts. They are part of the requirements for some objectives and/or they may be taken as electives.

VISUAL COMPOSITION (1), (2)

A course designed to provide a practical basis for the creative representation of ideas visually, through the utilization of light, color, motion and perspective. The effects of particular visual composition on the audience, applied to the mediums of television, motion pictures and the stage.

LIGHTING (1-2-3), (2)

A comprehensive study of lighting with application to television, stage and motion pictures. A consideration of scenery, costumes and dramatic objectives in relation to lighting. Lighting control, arrangement and lights and lighting equipment. Interior and exterior lighting and the creation of mood and special effects.

SCENE DESIGN (1-2), (2)

Training in scene design and drafting, architecture and ornament research. Scenery and staging techniques.

STAGECRAFT (1), (2)

Practical work in scenery and set painting. Set decoration. Studio and stage problems in "set up" and "strike" of scenery and settings. Scene storage and set transportation.

SPECIAL EFFECTS (1), (2)

The student will learn to build model and diorama units and study the integration of models and "live" sets. This class will give special attention to the production of visual effects (rain, snow, etc.), and to the problems of prop procurement and the methods used to provide unusual effects.

MAKEUP (1), (2)

Character delineation through the application of make-up and characterizations techniques developed for the stage, television and motion pictures.

INTRODUCTION TO PHOTOGRAPHY (1-2), (2)

Basic principles of photography and photographic equipment.

AUDIO-VISUAL MATERIALS (1-2-3), (2)

The production and use of audio-visual materials as communication techniques. Slide and strip film. Photographic and art displays. Sound and recording techniques. Art materials and the production of "visuals" for television and motion pictures.

PUPPETRY (1), (2)

Designed to teach students the many facets of puppetry. An introduction to the making of the puppet coupled with the staging and operation of the show.

BUSINESS PROBLEMS OF THE FILM INDUSTRY (1), (2)

The economics of motion picture production and distribution from the standpoint of the film production company, the advertising agency, and the television station. Budgeting and costs, syndication, talent fees, etc.

BUSINESS PROBLEMS OF THE MUSIC INDUSTRY (1), (2)

An examination of the range of activities that make up the music business. Creator to performer to audience. Composers, music publishers, ASCAP and BMI services, music clearance and royalties, record companies, the "A & R" man, bookers, record promotion, personal manager, talent agencies, publicity, publications, music critics and the "deejay."

BUSINESS PROBLEMS OF THE ENTERTAINMENT INDUSTRY (1), (2)

The anatomy of show business. An examination of the vast distribution apparatus that stands between the performer and creator and the audience. Artist management and "booking." Publicity, entertainment trade publications. Theatricals, night club and legitimate theater business. Show business promotion and talent sources.

PUBLICITY AND PUBLIC RELATIONS (1-2), (2)

Experience in creating and exploiting publicity. Writing publicity copy and news releases; developing publicity sources. The mechanics of conducting publicity. The publicity requirements of the entertainment industry. Principles of public relations. Creation of good will in employee, stockholder and community relations.

RADIO-TELEVISION TIME SALES AND STATION BUSINESS MANAGEMENT (1-2), (2)

Techniques in selling radio-television "time" and programs. Functions of the "time buyer." Station-advertising agency relationships. Listenership promotion. Audience measurement practices. Sales contracts. Labor relations. Payroll problems. Overhead and program costs. Inventory controls of program elements, film libraries, etc.

S P E E C H

Speech is the primary element in the Columbia College curriculum. The Speech program at the undergraduate and graduate levels is directed to the objectives of: (1) providing students with a thorough preparation in the speech arts as a necessary preface to professional competence in the areas of communication (2) affording prospective teachers of speech and allied subjects at the elementary, secondary school and college levels an opportunity for comprehensive study in speech production, speech training methods, the various applications of the speech arts, and elementary speech therapy.

FUNDAMENTALS OF SPEECH (1-2-3), (2)

To enable the individual to develop more effective speech habits, the class provides the student with directed practice in phonetics, voice projection, tone production, voice placement, breathing, articulation and enunciation.

EFFECTIVE SPEECH (1-2), (2)

This class is designed to provide the student with speech confidence. Instruction is directed towards the business and social background of the individual so that class experience may be utilized directly in everyday living. The class stresses the preparation, organization and delivery of speeches for varied occasions and lays the basis for more forceful and attention-winning extemporaneous speaking.

PHONETICS (1), (2)

A study of the phonetic structures of the English language. Use of the International Phonetic Symbols. The utilization of phonetics in corrective speech and speech education.

INTERPRETIVE SPEECH (1-2-3), (2)

Oral interpretation of prose literature, poetry and dramatic material. Story telling and documentary narration. The selection and programming of material for public presentation and platform reading.

DEBATE AND PUBLIC DISCUSSION (1), (2)

Consideration of the techniques of argumentation and persuasive speech. Study of the form of the debate and practice in debating on issues of public interest.

CONFERENCE AND DISCUSSION TECHNIQUES— GROUP LEADERSHIP (1), (2)

Speaking for group and discussion leadership; designed to stimulate the thinking and response of others and to encourage more democratic par-

ticipation in groups processes. The conduct of the panel, symposium, and public forum. Objective of the course is the acquisition by the prospective group leader of the techniques of leading discussions in business, educational, social or organizational situations.

METHODS OF TEACHING SPEECH IN THE ELEMENTARY AND SECONDARY SCHOOLS (1-2-3), (2)

Consideration of the speech needs of elementary and secondary school children. Methods of speech analysis and rating scales: integration of speech in the language art program. Speech training and the development of effective speech habits in the school. Corrective speech for non-clinical disorders. Study of materials for speech education. Speech projects, oral reading, and school plays in the school curriculum. First term, Elementary School; Second and Third Terms, Secondary Schools.

METHODS OF TEACHING SPEECH FOR COLLEGE CLASSROOM AND ADULT EDUCATION (1), (2)

A study of the content and organization of courses of study for the college classroom and adult education. Speech methods, materials and visual aids for achieving the objectives of the curriculum. Special projects in developing speech programs to meet specific speech needs in business, professional and special interest group situations.

SPEECH METHODS—SCHOOL AND COMMUNITY THEATER (1), (2)

To meet the heightened interest in "amateur" theatricals, this class provides students with techniques for producing and directing plays and dramatic presentations for community, organizational and school "Little Theater" groups. Considered are the elements of play selection, casting, scene and prop procurement, rehearsals, principles of direction, elementary stage acting and stage "business," promotion, ticket-selling and theater business.

SPEECH METHODS—TEACHING OF RADIO AND TELEVISION (1), (2)

Study of the methods of organizing and conducting radio and television programs of study in high schools and colleges. Consideration of the operation of school broadcasting and television workshops. Examination of various school broadcasting workshop projects.

INTRODUCTION TO SPEECH THERAPY (1-2), (2)

The course is designed to provide a general survey of the subject of speech therapy, a review of literature and methodology, and an examination of current practices. A study of the anatomy and physiology of the speech mechanisms. Consideration of the principles of corrective speech programs for delayed speech, stuttering, stammering, foreign dialects, lisping and habitual "bad" speech production.

ADVANCED STUDY SEMINARS

(Hours to be arranged with the Dean)

PROJECTS IN SPEECH EDUCATION

PLAY PRODUCTION—SCHOOL AND COMMUNITY THEATERS

VISUAL AID MATERIALS

PROJECTS IN EDUCATIONAL RADIO AND TELEVISION

BROADCAST MUSIC

PROJECTS IN THE “STAGING” ARTS

PROJECTS IN TELEVISION DIRECTING

ADVANCED DRAMATIC DIRECTION

TELEVISION WRITING

MOTION PICTURE WRITING

PLAYWRITING

MOTION PICTURE PROJECTS

EDUCATIONAL TECHNOLOGY

COMMUNICATION THEORY

Section II

ADVERTISING

The Advertising Program is designed as a practical preparation for objectives in advertising. A knowledge of the advertising organization and its techniques is essential to any realistic undertaking in the communication fields.

The Program may be taken in conjunction with study concentration in another area of communication. Students may elect separate subjects in Advertising consistent with their study objectives.

GENERAL ADVERTISING (1-2), (2)

Survey of the basic principles and practices of advertising: the planning of an advertising campaign, layout and copy plan, media, market analysis, mechanics and production, schedules and appropriations; the role of the advertising agency and related topics.

ADVERTISING COPY WRITING (1-2), (2)

Practical experience in copywriting for a variety of media, products and services. Special attention is given to producing effective copy for retail sales, direct mail, small ads, circulars, trade papers, contests, slogans and institutional advertising projects.

ADVERTISING LAYOUT CONSTRUCTION (1), (2)

The principles of preparing effective advertising layouts for various kinds of media. Principles of unity, coherence, emphasis, contrast, and the rhythm of movement in advertising layout construction will be stressed.

MARKETING (1-2-3), (2)

The nature of marketing; marketing functions and institutions; retailing and wholesale practices; manufacturer and middleman relations; the consumer and marketing; and marketing legislation.

MARKET RESEARCH AND ANALYSIS METHODS (1-2), (2)

The practical application of scientific methods in the analysis of advertising and marketing problems. Student projects in market analysis involving planning, interpretation and presentation of results.

ADVERTISING MEDIA SELECTION (1), (2)

Selection of effective advertising media through analysis of circulation, "audience" and market information.

ADVERTISING PRODUCTION (1), (2)

A practical study in the key problems of advertising production: printing, reproduction and duplicating processes, using art work and photography, paper, ink, typography, proof reading, bindery and gravure.

NATIONAL ADVERTISING PROCEDURES (1), (2)

The application of the various principles of national advertising campaigns. Laboratory work in organizing advertising projects for small and large business; using copy, layout, research data, direct mail and a variety of media.

RETAIL ADVERTISING (1-2), (2)

A practical "workshop" in retail advertising and "point of sale" merchandising, covering projects for small businesses, circular and pamphlet preparation, window and counter displays, direct mail, market measurement, publicity, trade associations, cooperative advertising and the use of TV and radio.

DIRECT MAIL ADVERTISING (1), (2)

Provides specialized knowledge of direct mail advertising and selling. Includes: direct mail copy, planning campaigns, mailing lists, use of art, layout and production, credit and collections, house organs, catalogs, postage rates and promotional literature.

ADVERTISING AGENCY PROCEDURES (1-2), (4)

Day-to-day problems and procedures of advertising agencies and departments. Practical experience is obtained in such phases of agency operation as space buying, advertising estimates and schedules, handling customers' accounts, etc.

SALESMANSHIP (1), (2)

The psychology of salesmanship; techniques of influencing people. Types of salesmanship and their respective merits.

PERSONNEL MANAGEMENT (1), (2)

Newer concepts of personnel relations. Instruments of personnel controls such as applications, transfers, promotions, discharges, merit ratings, job analysis. Education, training and adjustment of employees. Employee incentive and rewards.

BUSINESS ORGANIZATION (1), (2)

An introductory course to the general field of business.

Section III

PSYCHOLOGY

GENERAL PSYCHOLOGY (1), (3)

An introduction to the basic problems of human behavior with emphasis on the dynamics of adjustment; the nature of human motivation; the varieties of human emotion; problems of mental conflict; the development of personality; mental hygiene.

ABNORMAL PSYCHOLOGY (1), (3)

Behavior problems and abnormalities. Hereditary and environmental factors in mental disorders, their symptoms and treatments. Prerequisite: General Psychology.

ADOLESCENT PSYCHOLOGY (1), (3)

The physical, social, emotional and mental development of the adolescent. The basic problems of adjustment that confront the adolescent in a changing society. The impact of adolescence on personality development; problems of maladjustment and their treatment.

SOCIAL PSYCHOLOGY (1), (3)

The relationship between the individual and the group in society; the effects of group association upon the individual; the process of group behavior.

EDUCATIONAL PSYCHOLOGY (1), (3)

A study of the problems of learning as they apply in the classroom situation. Recent research and theories of learning, laws of learning, conditions affecting learning.

PRINCIPLES OF EDUCATIONAL AND PSYCHOLOGICAL GUIDANCE (1-2), (2)

An orientation in psychological tests, materials and techniques used in vocational and educational guidance and in personnel selection. Methods of measuring skills and abilities and personality factors and methods of evaluating individual performance are studied.

BASIC COMMUNICATION

The ability to communicate effectively is essential to success in any career or field. Effective communication is based on an ability to read well and to write and speak fluently. In general, well developed skills in reading, writing and speaking are critical requirements for productive college study.

All entering students must include the "Basic Communications" sequence in their programs. Remedial study in "Basic Communications" subjects may also be required of students, where instructors feel a student's progress is impeded by a reading, writing or speaking deficiency.

EFFECTIVE READING

(Remedial Subject. No college credit given.) Course description, Sec. IV.

ENGLISH COMPOSITION (1-2), (3)

Course description, Sec. IV.

EFFECTIVE SPEECH (1-2), (2)

Course description, Speech Sec.

FUNDAMENTALS OF SPEECH (1-2-3), (2)

Course description, Speech Sec.

Section IV

ENGLISH • JOURNALISM • LITERATURE

The Journalism Program is concerned with developing the student's ability to write effectively. It is organized to permit the student to achieve: (1) a thorough mastery of the mechanics of writing, (2) a varied experience in the special forms of writing required by separate fields, (3) an opportunity for the prospective writer to find the forms which allow him most creative expression, and (4) a broader professional application of the creative writer's skill.

The accompanying literature studies are an important background to study in all fields of specialization.

In addition to the Basic Communications requirement, particular writing subjects are required of all students consistent with their areas of concentration. Other writing subjects may be taken as electives.

ENGLISH COMPOSITION (1-2), (3)

Fundamentals of writing. Necessary reviews of grammar. Principles of expository writing.

ADVANCED WRITING PRACTICE (1-2), (2)

EFFECTIVE READING

(Remedial subject; no college credit.) For students who need special work to improve their reading speed and comprehension.

CREATIVE WRITING (1-6), (2)

Techniques of writing creatively. Guidance is provided for students desiring facility in writing short stories and longer forms of narration.

FUNDAMENTALS OF JOURNALISM (1-2), (2)

A broad survey of the field of journalism, including a study of newspapers, magazines and house organs. The student gains an understanding of the responsibilities and requirements of journalistic work, and the importance of journalism as a system of communication. Lectures, discussions, movies, visits to local newspaper plants, and interviews with journalists.

NEWS WRITING (1-2-3), (2)

Intensive practice in gathering and writing of news. The factors that go into getting a good story. Development of a sound news sense.

FEATURE WRITING (1), (2)

Research and writing for newspaper and magazine features and special assignments.

PLAYWRITING (1-2), (2)

A practical workshop in playwriting to provide the student with experience in writing dialogue, plotting, and constructing the various types of plays. Critique of individual student playwriting projects.

TELEVISION WRITING (1-2-3-4), (2)

"Treatments" and scripts for industrial, commercial, training and documentary films. Writing for the dramatic feature. Creating and writing of strip and slide films.

MOTION PICTURE WRITING (1-2), (2)

"Treatments" and scripts for industrial, commercial, training and documentary films. Writing for the dramatic feature. Creating and writing of strip and slide films.

COMEDY WRITING (1), (2)

Designed for the writer, the prospective producer or performer of comedy material. Analysis of outstanding examples of comedy in stage, television, and entertainment features. Individual comedy styles and routines. Wit and humor in literature. Practice in writing comedy for performers and "show" situations, comedy-drama, and humorous fiction or article writing.

TELEVISION-RADIO NEWS JOURNALISM (1-2), (2)

Course description, Sec. I.

ADVERTISING COPYWRITING (1-2), (2)

Course description, Sec. II.

DRAMATIC LITERATURE (1-2-3), (2)

A survey of outstanding examples of the drama from the classical to the contemporary.

THE SHORT STORY (1-2), (2)

A consideration of the techniques of the short story with a particular emphasis on modern and contemporary writing.

THE STUDY OF POETRY (1), (2)

An approach to poetry through the study of the elements of verse; a survey of outstanding examples of world poetry.

EUROPEAN LITERATURE (1-2-3-4), (2)

A study of the major works of European writers.

WORLD LITERATURE (1-2), (2)

The reading and discussion of books which have had a profound influence on modern thought. Selections from various fields: Literature, Journalism, Social Science, etc.

AMERICAN LITERATURE (1-2-3-4), (2)

A study of the major works of American writers.

ENGLISH LITERATURE (1-2), (2)

A study of outstanding examples of English literature.

SHAKESPEAREAN AND ELIZABETHAN DRAMA (1-2), (2)

A study of the representative plays of Shakespeare and the dramatists of the Elizabethan period.

RADIO DRAMA (1), (2)

A study of the special variety of dramatic presentation which reached its zenith in the ten years of radio, before TV.

THE LITERATURE OF THE MOTION PICTURE (1), (2)

A study of the motion picture as dramatic literature and critical, historical and interpretive writing about motion pictures.

CRITICISM AND REVIEWING (1), (2)

Theory and techniques of critical and interpretive writing with particular emphasis on the entertainment media.

GENERAL SEMANTICS (1), (2)

A study of the impact of language on human behavior and social questions. The role of language in the development of group conflict and prejudice. Psychological implications of language.

PUBLICITY (1-2), (2)

Course description, General Communications Subjects.

METHODS OF TEACHING ENGLISH (1), (2)

Course description, Education Sec.

TELEVISION DRAMA (1), (2)

Outstanding examples of television drama. The specialized styles and techniques shaped by the technology of the medium and the mass audience will be studied.

Section V

SOCIAL SCIENCE

UNITED STATES HISTORY (1-2-3), (3)

The development of American political, social and cultural institutions from the period of exploration to the present.

HISTORY OF LATIN AMERICA (1), (2)

The political, social and cultural development of countries in Central and South America from the period of colonization to the present.

EUROPEAN HISTORY (1-2-3), (2)

The History of Europe from the 16th century to the present.

HISTORY OF THE FAR EAST (1), (2)

A study of the history of eastern Asia.

HISTORY OF THE NEAR EAST (1), (2)

A history of the development of the Near East, the origins and development of Moslem religion and culture, the political history of the area and its relations with the world.

CULTURES OF THE WORLD (1-2), (2)

An inclusive survey of the social organization, religious practices, arts and economics of various primitive and contemporary societies.

ECONOMICS (1-2), (2)

Basic principles of the economic system; problems of production, distribution and consumption, monopoly, competition, money and banking.

INTERNATIONAL RELATIONS (1-2-3), (2)

Historical backgrounds of current international conflicts. Political philosophies of world power. Modern world politics in the United Nations.

INTERNATIONAL RELATIONS — WORLD BROADCASTING AND COMMUNICATIONS (1), (2)

Study of the broadcasting standards and practices of the various countries of the world. Examination of the experience of the Armed Forces Radio Network, Radio Free Europe and Voice of America Broadcasting. Consideration of the role of radio in intercultural exchange and international good-will.

POLITICAL SCIENCE SURVEY (1-2), (2)

Comparative government. State and local government in the United States. The United States and Illinois constitutions. Political organizations. A survey of political theory.

INTRODUCTION TO PHILOSOPHY (1-2), (2)

A general survey of the field of philosophy in which significant currents of thoughts are discussed. The works of leading philosophers.

SOCIOLOGY—CURRENT SOCIAL PROBLEMS (1-6), (2)

An examination of current social questions: youth, crime and delinquency, discrimination, health, schools, marriage and the family, the social agencies, etc.

CURRENT WORLD HISTORY (1-2-3-4), (2)

An examination and discussion of current issues, personalities and events on the domestic and world scene.

COMMUNICATION, PROPAGANDA AND PUBLIC OPINION (1), (2)

A broad study of major propaganda campaigns and the communication of the policies of nations. Survey of propaganda techniques and strategy, with special emphasis on the use of radio, television and motion pictures. Problems of measurement and effectiveness of propaganda will be discussed from the standpoint of organization, planning and programming, and control.

Section VI

SCIENCE

SURVEY OF BIOLOGICAL SCIENCES (1-2), (3)

The elementary facts and principles of such biological sciences as Anatomy, Physiology and Genetics.

SURVEY OF PHYSICAL SCIENCES (1-2), (3)

The elementary facts and principles of the sciences of chemistry and physics.

SURVEY OF THE EARTH SCIENCES (1-2), (3)

A survey of earth sciences, including physical geography, study of weather and climate, geology, mineral and fuel resources and oceanography.

SCIENCE TODAY (1-2), (2)

Understanding the remarkable advances of modern physical, medical, biological, chemical, and applied science.

MATHEMATICS FOR TEACHERS (1-2), (2)

A systematic review of basic arithmetical and mathematical operations. The development, importance and influence of number ideas. The course is designed to provide background in these areas for teachers.

HEALTH AND PHYSICAL EDUCATION (1-2), (2)

Course description, Education Sec.

Section VII

HUMANITIES

HISTORY OF THE THEATER (1-2), (2)

The history of the theater from its beginning to the present. Emphasis on theater architecture, styles and methods of staging and performance.

HISTORY OF PRESENTATIONAL ARTS (1-2), (2)

The historical development of the presentational arts (the earliest entertainment mediums to television), and the relationship between these forms and the social and historical forces which gave them the special character.

MUSIC APPRECIATION (1-2-3), (2)

Provides students with a background in classical, jazz, American and world folk music. Resources for using music in their future functions within the entertainment media. Classes will listen to representative music and hear special guest lecturers and performers.

ART APPRECIATION (1-2), (2)

Basic principles for the understanding and appreciation of art. Lectures, discussions, and field trips to nearby museums, galleries, and exhibits.

ANALYSIS OF FILM TECHNIQUE (1), (4)

Course description, Motion Pictures Sec.

Section VIII

EDUCATION

We live in an age of spectacular scientific advance and quickened climax of social issues. If Education is to meet the challenge of these changes, there is an immediacy about communicating ideas effectively.

The Columbia College Program in Education responds to this need in a number of ways. (1) It is a preparation for teachers of speech, dramatic and communication arts. (2) It develops a teacher, whose knowledge of communication techniques and facilities can be utilized by educators in other subject areas. (3) It provides specialized study to improve classroom presentation skills. (4) It prepares teachers to present education in a "dramatic" form, which often achieves the most successful and rapid learning.

AMERICAN EDUCATION (1), (3)

The nature and function of the American educational system. Basic issues confronting American schools in a changing society. Traditional and progressive approaches to educational problems.

HISTORY OF EDUCATION (1), (2)

This course serves to give students a deeper understanding of current practices and problems in education by tracing their historical development.

PHILOSOPHY OF EDUCATION (1), (2)

A study of the significant currents of thought and their influence on modern education. The meaning of education, educational aims and values, democracy and education, ideals.

HEALTH AND PHYSICAL EDUCATION (1-2), (2)

The structure and functions of the human mechanism. Development and appreciation of health principles and of physical training methods. Safety education and recreation programs.

STUDENT TEACHING (1), (5)

Observation and participation in one of the cooperating schools, where the student receives his first experience in teaching under the guidance of a carefully selected director.

TELEVISION IN EDUCATION (1-2), (2)

Subject stresses the special requirements of educational TV programs and classroom teaching by television. It includes study of and student projects in developing educational TV features, adult education, presentation of historical, scientific and public service material via television.

METHODS OF TEACHING ENGLISH (1), (2)

Study in the teaching of composition, literature and language. Methods and facilities in teaching poetry, fiction and non-fiction. Diagnosis of student difficulties and evaluation of progress in the Language Arts.

TEACHING OF READING (1-2), (2)

A survey course on teaching of reading. The nature of the reading process. Historical development of teaching methods and instruction material. The development and guidance of a sound reading program. Diagnosing and correcting reading difficulties.

EDUCATIONAL PSYCHOLOGY (1), (3)

Course description, Sec. III.

PRINCIPLES OF EDUCATIONAL AND PSYCHOLOGICAL GUIDANCE (1-2), (2)

Course description, Sec. III.

AUDIO-VISUAL MATERIALS (1-2-3), (2)

Course description, General Communications Subjects.

METHODS OF TEACHING SPEECH IN ELEMENTARY AND SECONDARY SCHOOLS (1-2-3), (2)

Course description, Speech Sec.

METHODS OF TEACHING SPEECH FOR COLLEGE CLASSROOM AND ADULT EDUCATION (1), (2)

Course description, Speech Sec.

SPEECH METHODS—SCHOOL AND COMMUNITY THEATER (1), (2)
Course description, Speech Sec.

METHODS OF TEACHING RADIO AND TELEVISION (1), (2)
Course description, Speech Sec.

**METHODS OF TEACHING SPEECH (PRINCIPLES OF DIRECTING)
& (ADVANCED PROBLEMS OF DIRECTING)**
Course descriptions, Dramatic Arts Sec.

INTRODUCTION TO SPEECH THERAPY (1-2), (2)
Course description, Speech Sec.

COMMUNICATIONS, PROPAGANDA AND PUBLIC OPINION (1), (2)
Course description, Sec. V.

EDUCATIONAL TECHNOLOGY

Spectacular scientific advance and a heightened national concern with Education has given particular impetus to the development of a new field of teaching equipment, audio-visual devices and special methods of "machines" to perfect and speed the learning process.

This "educational technology" holds a remarkable promise for Education, not only directed towards the formal classroom, but wherever there are learning, training or communication goals.

Today's "closed circuit TV," "teaching machines" and "foreign language teaching laboratories" are only a primitive prototype of the facilities and techniques to come in a few years.

This certain progress is the basis for the development of a special program and facility for the study of "educational technology" and an initial curriculum to introduce students to this new, creative field of Communication.

The program will concentrate on the study of "use techniques," "programming," the application of technology to the educative process and the preparation of versatile audio-visual specialists in Education.

Study will initially be limited to those having appropriate study goals and experience.

INTRODUCTION TO EDUCATIONAL TECHNOLOGY (1-2), (3)

A practical study of the learning process related to the use of advanced audio-visual systems and equipment. Methods, equipment and the preparation of "programming."

TUITION AND FEES

Tuition is determined by the number of credit hours of instruction. Tuition is \$26.00 per credit hour. A full program of study may consist of fourteen, fifteen or sixteen credit hours per Semester (term).

A registration fee of \$5.00 is required of all students enrolling for the first time in the College. The fee for diplomas is \$10.00. Tuition is payable in advance. Students who pay their tuition for a term in full, before the end of the first week of the Semester, will obtain a tuition refund of 5% of their tuition for the term.

A library deposit fee of \$5.00 will be charged all students at the time of initial enrollment. It will be refunded when the student leaves the college if there are no outstanding library charges.

Where necessary, students may, with the permission of the Registrar, arrange to pay their tuition in installments. A 5% charge will be added to the tuition of students electing a payment program extending beyond the 9th week of a term.

Columbia College is approved for the training of veterans.

Columbia College is an approved institution of higher learning for recipients of Illinois State Scholarship Awards.

Columbia College participates in the NATIONAL DEFENSE STUDENT LOAN PROGRAM. Any full-time student at Columbia College, or any applicant who has been accepted for admission to Columbia College may be eligible.

Application forms for National Defense Student Loans, or information about the Loan Program or Columbia College's Deferred Tuition Plan, may be obtained by writing to the Registrar.

Where a student interrupts enrollment during a term, the following "Schedule of Refund" shall apply. Any amounts owed by the student are due and payable at the time of withdrawal. The effective date of withdrawal will be the date written notice of such withdrawal is received by the College. Otherwise full tuition for the term will be charged.

REFUNDING POLICY

WHERE ATTENDED DURING PERIOD INCLUDING	PERCENTAGE OF SEMESTER'S TUITION CHARGED
1st Week of Term.....	10%
2nd Week of Term.....	20%
3rd Week of Term.....	40%
4th Week of Term.....	60%
5th Week of Term.....	80%
6th Week or More.....	100%

No refund will be made where withdrawal is ordered by the College. (The above "Schedule of Refund" does not apply in the event a student is certified by the Veterans Administration to attend Columbia College, and interrupts enrollment before the completion of the Term. Charges for such students will be prorated on the basis of actual attendance in accord with the provisions of Public Law No. 550.)

SCHOOL CALENDAR 1962 - 1963

FALL TERM—1962

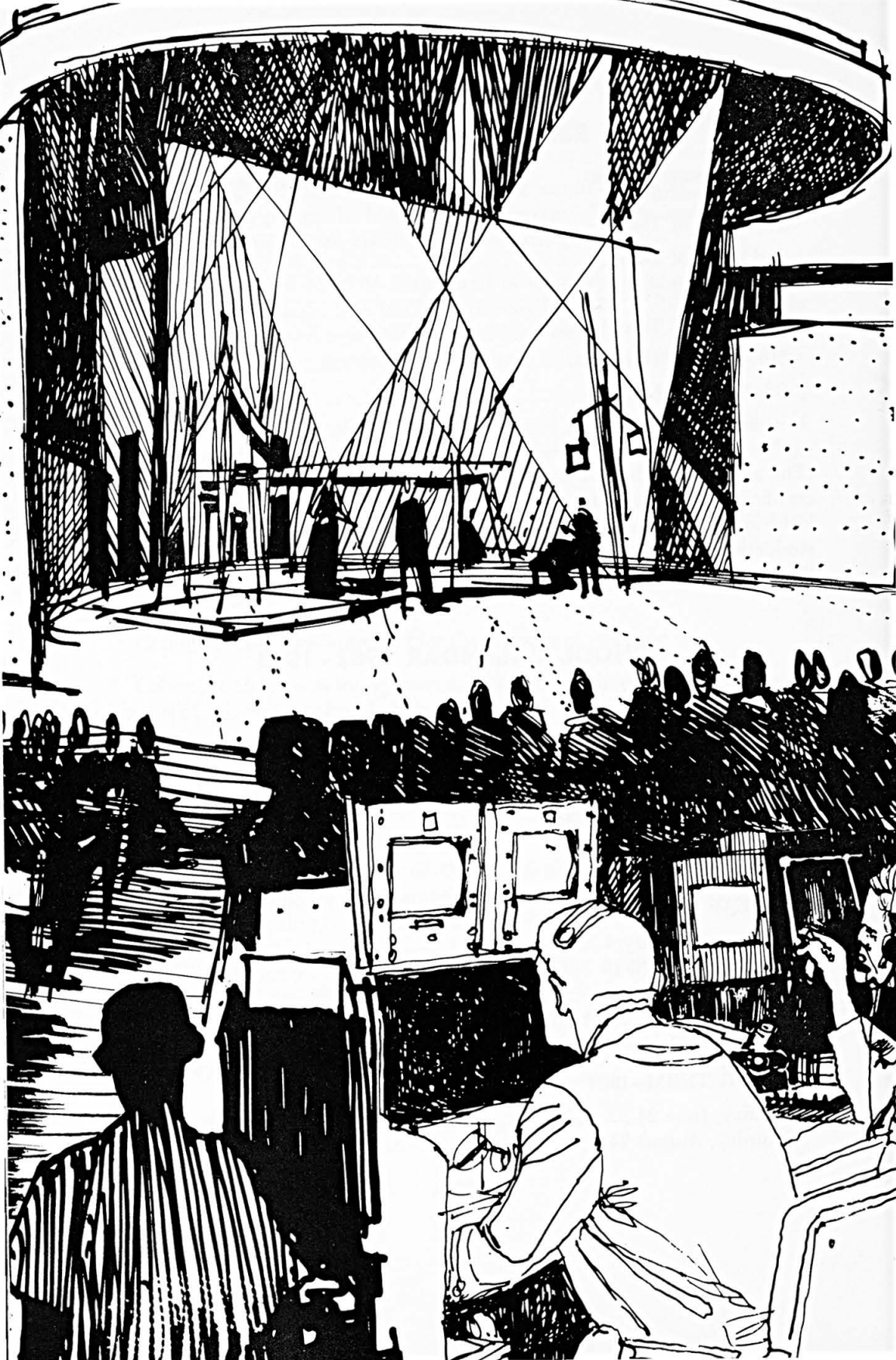
Monday, September 24.....	Classes Begin
Thursday, November 22.....	Holiday—Thanksgiving Day
Thursday, December 20.....	Christmas Vacation Begins
Thursday, January 3, 1963.....	Classes Resume
Saturday, February 2, 1963.....	End of First Semester

MID-YEAR TERM—1963

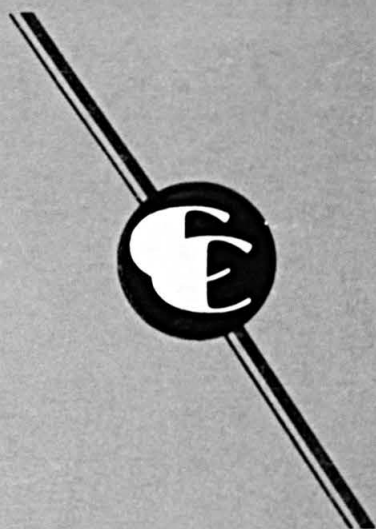
Monday, February 4.....	Classes Begin
Wednesday, April 10.....	Spring Recess Begins
Wednesday, April 17.....	Classes Resume
Saturday, June 8.....	End of Second Semester

SUMMER TERM—1963

Monday, June 24.....	Classes Begin
Saturday, August 24.....	End of Summer Term



founded 1890



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COLUMBIA COLLEGE

207 SOUTH WABASH AVENUE • CHICAGO 4, ILLINOIS