

LITERATURE AND TEACHING AIDS DEVELOPMENT

All members of the State 4-H Staff were assigned to various subject matter departments to assist specialists in the development of their 4-H record books, 4-H manuals, 4-H leaders' guides, and other teaching aids. Mr. Fred H. Wagoner was assigned the major responsibility for coordinating the printing, reprinting, and distribution of the 4-H publications. Specialists were assisted in determining their needs for the year and were assisted in processing the publications for printing.

Two new publications were developed by the 4-H Department, "Community Service Program", and "Community Club Leaders Handbook". Assistance was given in helping specialists prepare new 4-H record books and manuals in 4-H: "Girls Personal Appearance and Grooming Record", "4-H Leaders Guide for Girls Personal Appearance Record", "Community Beautification", "Using the American Business System", and a new record and series of ten manuals for Home Management, "4-H Craft Manual", "4-H Craft Leaders Guide" and numerous 4-H Science Exercises.

Assistance was given specialists in reprinting of the project books and manuals.