

A FOLLOW-UP STUDY OF THE  
ARKADELPHIA HIGH SCHOOL GRADUATES  
FOR THE YEARS 1946, 1947, 1948, 1949, AND 1950

By

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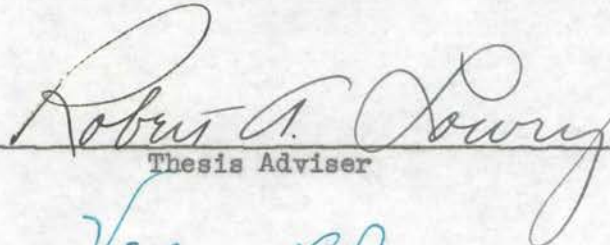
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## TABLE OF CONTENTS

CHAPTER	PAGE
I. INTRODUCTION	1
II. AN ANALYSIS OF THE POST-HIGH SCHOOL WORK EXPERIENCE OF THE ARKADELPHIA HIGH SCHOOL GRADUATES FOR THE YEARS 1946 TO 1950, INCLUSIVE	15
III. AN ANALYSIS OF POST-HIGH SCHOOL EDUCATIONAL TRAINING OF THE ARKADELPHIA HIGH SCHOOL GRADUATES FOR THE YEARS 1946 TO 1950, INCLUSIVE AND SUGGESTED CURRICULAR REVISIONS	68
IV. FINDINGS, CONCLUSIONS, AND RECOMMENDATIONS	92
BIBLIOGRAPHY	
APPENDIX	

LIST OF TABLES

TABLE	PAGE
I GRADUATES OF ARKADELPHIA HIGH SCHOOL BY YEARS, 1946 TO 1950, INCLUSIVE	9
II RELATIONSHIP OF EACH CLASS, BY SEX, TO THE TOTAL NUMBER OF GRADUATES	10
III MEN GRADUATES RESPONDING TO THE QUESTIONNAIRES	11
IV WOMEN GRADUATES RESPONDING TO THE QUESTIONNAIRES	13
V TOTAL GRADUATES RESPONDING TO THE QUESTIONNAIRES	14
VI NUMBER OF GRADUATES RESPONDING TO THE COMPLETE FORM WHO HAVE HELD FULL-TIME EMPLOYMENT SINCE GRADUATION FROM HIGH SCHOOL	17
VII NUMBER OF MONTHS BETWEEN GRADUATION FROM HIGH SCHOOL AND INITIAL EMPLOYMENT OF MEN GRADUATES	19
VIII NUMBER OF MONTHS BETWEEN GRADUATION FROM HIGH SCHOOL AND INITIAL EMPLOYMENT OF WOMEN GRADUATES	20
IX NUMBER OF MONTHS BETWEEN GRADUATION FROM HIGH SCHOOL AND INITIAL EMPLOYMENT OF ALL GRADUATES	21
X NATURE OF BUSINESS FIRMS IN WHICH ALL GRADUATES RECEIVED INITIAL FULL-TIME EMPLOYMENT	23
XI NUMBER OF MONTHS MEN GRADUATES REMAINED ON INITIAL FULL-TIME JOB	26
XII NUMBER OF MONTHS WOMEN GRADUATES REMAINED ON INITIAL FULL-TIME JOB	27
XIII NUMBER OF MONTHS ALL GRADUATES REMAINED ON INITIAL FULL-TIME JOB	29
XIV TYPES OF JOBS HELD BY GRADUATES IN INITIAL FULL-TIME EMPLOYMENT	30
XV TYPES OF JOBS HELD BY GRADUATES IN ALL FULL-TIME EMPLOYMENT	33
XVI NATURE OF BUSINESS FIRMS IN WHICH GRADUATES ARE NOW EMPLOYED ON FULL-TIME JOBS	36
XVII TYPES OF WORK PERFORMED BY GRADUATES ON PRESENT FULL-TIME JOB	39

TABLE	PAGE
XVIII AVERAGE NUMBER OF MONTHS 58 MEN GRADUATES HAVE REMAINED ON ALL FULL-TIME JOBS HELD	40
XIX AVERAGE NUMBER OF MONTHS 97 WOMEN GRADUATES HAVE REMAINED ON ALL FULL-TIME JOBS HELD, INCLUDING THE PRESENT JOB	42
XX AVERAGE NUMBER OF MONTHS 155 GRADUATES HAVE REMAINED ON ALL FULL-TIME JOBS HELD BY GRADUATES, INCLUDING THE PRESENT JOB	43
XXI DUTIES PERFORMED BY GRADUATES ON ALL JOBS	45
XXII OFFICE MACHINES USED BY GRADUATES ON ALL JOBS THEY HAVE HELD	46
XXIII NUMBER OF GRADUATES WHO SECURED INITIAL FULL-TIME EMPLOYMENT IN ARKADELPHIA	48
XXIV NUMBER OF GRADUATES WHO ARE PRESENTLY EMPLOYED FULL-TIME IN ARKADELPHIA	50
XXV NUMBER OF GRADUATES WHO HAVE HELD ONLY PART-TIME EMPLOYMENT SINCE GRADUATION FROM HIGH SCHOOL	52
XXVI NUMBER OF GRADUATES WHO ARE PRESENTLY EMPLOYED ONLY PART-TIME	53
XXVII NUMBER OF MEN WHO HAVE SERVED IN THE ARMED FORCES AND THE NUMBER THAT ARE IN SERVICE AT THE PRESENT TIME	55
XXVIII NUMBER AND PERCENTAGE OF SERVICE MEN WHO HAVE USED HIGH SCHOOL BUSINESS TRAINING WHILE IN SERVICE	56
XXIX NUMBER AND PERCENTAGE OF MEN GRADUATES EMPLOYED FULL-TIME AT THE TIME OF THE STUDY, NUMBER AND PERCENTAGE WHO WERE NOT EMPLOYED AT THE TIME OF THE STUDY, AND NUMBER AND PERCENTAGE NOT EMPLOYED BUT SEEKING EMPLOYMENT	58
XXX NUMBER AND PERCENTAGE OF WOMEN GRADUATES EMPLOYED FULL-TIME AT THE TIME OF THE STUDY, NUMBER AND PERCENTAGE WHO WERE NOT EMPLOYED AT THE TIME OF THE STUDY, AND NUMBER AND PERCENTAGE NOT EMPLOYED BUT SEEKING EMPLOYMENT	60
XXXI TOTAL NUMBER AND PERCENTAGE OF GRADUATES EMPLOYED FULL-TIME AT THE TIME OF THE STUDY, NUMBER AND PERCENTAGE OF GRADUATES WHO WERE NOT EMPLOYED AT THE TIME OF THE STUDY, AND NUMBER AND PERCENTAGE NOT EMPLOYED BUT SEEKING EMPLOYMENT	62

TABLE	PAGE
XXXII MARITAL STATUS OF THE 102 MEN GRADUATES WHO RESPONDED TO THE QUESTIONNAIRES	63
XXXIII MARITAL STATUS OF THE 171 WOMEN GRADUATES WHO RESPONDED TO THE QUESTIONNAIRES	65
XXXIV MARITAL STATUS OF THE 273 GRADUATES RESPONDING TO THE QUESTIONNAIRES	66
XXXV PRESENT EMPLOYMENT STATUS OF MARRIED WOMEN GRADUATES	67
XXXVI LENGTH OF TIME GRADUATES ATTENDED POST-HIGH SCHOOL EDUCATIONAL INSTITUTIONS AND TYPES OF INSTITUTIONS THEY ATTENDED	69
XXXVII CUMULATIVE TOTALS AND PERCENTAGES OF GRADUATES WHO ATTENDED A FOUR-YEAR COLLEGE AND THE LENGTH OF TIME THEY ATTENDED	71
XXXVIII POST-HIGH SCHOOL EDUCATION OF SHORT FORM RESPONDENTS	73
XXXIX MAJOR FIELDS OF STUDY OF GRADUATES WHO ATTENDED A FOUR-YEAR COLLEGE OR JUNIOR COLLEGE	75
XL BUSINESS SUBJECTS STUDIED BY MEN GRADUATES WHO TOOK POST-HIGH SCHOOL EDUCATIONAL TRAINING	76
XLI BUSINESS SUBJECTS STUDIED BY WOMEN GRADUATES WHO TOOK POST - HIGH SCHOOL EDUCATIONAL TRAINING	77
XLII BUSINESS SUBJECTS STUDIED BY ALL GRADUATES WHO TOOK POST-HIGH SCHOOL EDUCATIONAL TRAINING	79
XLIII NUMBER AND PERCENTAGE OF GRADUATES WHO ATTENDED A FOUR-YEAR COLLEGE OR JUNIOR COLLEGE AND WORKED PART-TIME WHILE ATTENDING COLLEGE	80
XLIV TYPES OF WORK PERFORMED BY GRADUATES ON PART-TIME JOBS HELD BY GRADUATES WHILE ATTENDING A FOUR YEAR COLLEGE OR A JUNIOR COLLEGE	81
XLV NUMBER AND PERCENTAGE OF GRADUATES WHO HAD HELD PART-TIME EMPLOYMENT WHILE IN COLLEGE OR JUNIOR COLLEGE WHO BELIEVE HIGH SCHOOL BUSINESS TRAINING HAD HELPED OR HAD NOT HELPED THEM IN SECURING EMPLOYMENT	83
XLVI BUSINESS COURSES STUDIED IN HIGH SCHOOL BY THE 198 GRADUATES WHICH THEY BELIEVE HAVE BEEN OF GREAT VALUE, SOME VALUE, OR LITTLE OR NO VALUE TO THEM IN THEIR EMPLOYMENT	84

TABLE	PAGE
XLVII BUSINESS COURSES NOT STUDIED BY THE GRADUATES OR NOT OFFERED BY THE ARKADELPHIA HIGH SCHOOL WHICH THE GRADUATES BELIEVE WOULD HAVE HELPED THEM	86
XLVIII NUMBER AND PERCENTAGE OF GRADUATES WHO HAVE USED BUSINESS SUBJECTS IN OTHER THAN A VOCATIONAL WAY.	88



## Chapter I

## INTRODUCTION

Arkadelphia, Arkansas is situated in the rolling foothills of the Ouachita Mountains. The city is essentially an educational center. Two colleges, Ouachita College and Henderson State Teachers College, are located in the town. The city is located in the cotton growing area of the state; therefore, most of the people of the surrounding area are engaged in agriculture. The county seat of Clark county, Arkadelphia has a population of 6,000.

The Arkadelphia High School has an average enrollment of four hundred. Approximately 50 per cent of the students are transported in from the surrounding consolidated areas.<sup>1</sup> There are approximately seventy-five in the graduating class each year. The school is accredited by the North Central Association of Secondary Schools and Colleges. Students may select four subjects from either home economics and agriculture or from the business curriculum, which includes two years of typewriting, two years of shorthand, one year of bookkeeping and one year of business mathematics. The remaining twelve subjects must be from the general education curriculum. The school day consists of five sixty-five minute periods. Fifteen minutes of each period is set aside for supervised study.

Purpose of the Study

The purpose of this study is to investigate the vocational and educational activities of the graduates of Arkadelphia High School for the years 1946 to 1950 inclusive. Particular emphasis in the study has been placed

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<sup>1</sup> 1950-51 enrollment: 395 (199 girls, 196 boys); total number transported, 1950-51: 202. These enrollment data were obtained during a personal interview with Mr. Martin Garrison, principal of Arkadelphia High School.

on the business subjects. The study seeks to determine how well the student is prepared for immediate employment in the business world upon graduation from Arkadelphia High School.

Analysis of the Problem

General Questions:

1. How many graduates have held full-time employment since graduation from high school?
2. What was the length of time between graduation from high school and initial full-time employment?
3. In what types of firms did the students receive their first full-time jobs?
4. How long did the graduate remain with his first full-time job?
5. What were the graduate's duties on his first full-time job?
6. During the past five years, what types of jobs have been held by the graduates in all full-time employment?
7. In what types of firms were the graduates employed at the time the questionnaires were returned?
8. What types of work were the graduates doing at the time the questionnaires were returned?
9. What is the average number of months the graduates have remained on all the full-time jobs held since graduation from high school?
10. What were some of the major duties which graduates have performed on all the jobs they have held since graduation from high school?
11. What types of business machines have been used by the graduates on all the jobs they have held?
12. How many graduates secured initial full-time employment in Arkadelphia?

13. How many graduates were employed full-time in Arkadelphia at the time the questionnaire was returned?
14. How many graduates have held only part-time employment since graduation from high school?
15. How many graduates were employed only part-time at the time of the study?
16. How many graduates have served in the armed forces and how many were in service at the time of the study? Have the graduates used the business training which they received in high school during their duty with the armed forces? How have they used their business training during their duty with the armed forces?
17. How many graduates were employed full-time at the time of the study? How many were not employed at the time of the study? Of those who were not employed, how many were seeking employment?
18. What percentage of the graduates were married?
19. How many women graduates who are married were employed full-time outside their homes?
20. How many Arkadelphia High School graduates continued their education in a college? in a junior college? in a business college? in other types of training? How many months did they attend? Did they graduate?
21. What business subjects were studied by the graduates after their graduation from high school?
22. What percentage of the graduates who attended college or other schools

after graduation, received part-time employment while in school?

What types of work did they do? Did their high school training aid them in securing part-time employment?

23. What business courses were studied in high school by the graduates who have held employment and of how much value have these courses been to them in the jobs they have held?
24. What subjects not studied in high school, or not offered in the Arkadelphia High School, do the graduates believe would have been of value to them?
25. How many graduates have used business training in other than a vocational way?
26. What comments or criticisms do the graduates offer in regard to the curriculum?

#### Justification for the Study

One of the questions educators need an answer to is whether the vocational offerings of the school are preparing boys and girls to earn a livelihood and when and where such training should be offered. This knowledge is essential if the schools are to develop a practical program that will secure better adjustment of pupils to jobs available to them.<sup>2</sup>

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<sup>2</sup> Frederick G. Nichols, Commercial Education in the High School, New York: D. Appelton-Century Company, 1933, 63.

In making this study, the efficacy of the business training received by Arkadelphia High School graduates will be investigated in order that improvements for the benefit of present and future students may be made. The study directs attention upon fundamental considerations that are local.

#### Scope and Delimitation

The study includes all graduates of the Arkadelphia High School for the years 1946, 1947, 1948, 1949 and 1950.

No attempt was made to compare the scholastic standing of the graduates with their success on the job.

#### Definition of Terms

The term "job" as used in this study includes only the employment held by the graduates during civilian life.

The term "full-time job" as used in this study, means a job in which the graduate has worked more than thirty hours a week for pay.

The term "part-time job" as used in this study means a job in which the graduate has worked less than thirty hours a week for pay.

#### Method of Research and Sources of Data

The normative survey method of research was selected as the best procedure for this study. The questionnaire technique was selected to obtain primary data from the graduates. Good, Barr, and Scates define the questionnaire as "a form which is prepared and distributed for the purpose of securing responses to certain questions."<sup>6</sup>

Questionnaires are important instruments in the normative survey approach because data may be gathered from widely scattered sources. The questionnaire procedure normally comes into use where it is not feasible to see personally all the people from whom responses are desired.<sup>7</sup>

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<sup>6</sup> Carter V. Good, A. S. Barr, and Douglas E. Scates, The Methodology of Educational Research, New York: D. Appleton-Century Company, 1941, 324-325.

<sup>7</sup> Ibid.

In commenting upon follow-up studies, Ann Pavan has said:

Probably less than half of one per cent of the educational cost is spent to find out how the graduates of high school have fared since leaving school. Too little recognition has been given to the importance of studying former graduates against the background of their educational training and the results of this training.<sup>3</sup>

The ideas of business leaders concerning the desirability of follow-up are expressed in the Eighth Yearbook of the National Business Teachers Association, Principles of Business Education:

....One follow-up should be made with the student to learn his attitude toward business, what the school failed to teach him that was needed in the performance of his duties, what subjects that he has studied seem to have been of little value to him, what practices of the school were helpful to him.<sup>4</sup>

No formal follow-up study has been made of the Arkadelphia High School graduates. In determining how well the business curriculum of the Arkadelphia High School is equipping the students with marketable skills, it is desirable to go to the students and seek to discover from them how well they can use in the business world the knowledge and skill training they received in high school. L. M. Goza, superintendent of schools in Arkadelphia, expressed to the investigator an interest in this study and a desire that it be made.

Perhaps the greatest contribution of follow-up studies is that they focus attention upon, and reveal information about the community's own graduates, not those of the nation at large.<sup>5</sup>

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<sup>3</sup> Ann Pavan, "What Can Follow-Up Studies Contribute to Business Education?", The Journal of Business Education, (December, 1939), 10.

<sup>4</sup> Ann Brewington and others, The Principles of Business Education, Eighth Yearbook of the National Business Teachers Association, Ann Arbor: Ann Arbor Press, 1942, 126-127.

<sup>5</sup> Ann Pavan, "What Can Follow-up Studies Contribute to Business Education?", The Journal of Business Education, (December, 1939), 10.

Both primary and secondary data are used in this study. Primary data were secured from the responses to the questionnaire. Secondary data were secured from an examination of similiar studies and from published material pertinent to the problem. Through examining the secondary data, the investigator obtained an insight into the questions which should be answered by the graduates in order to secure an accurate account of their post-high school activities.

A complete list of graduates was secured from the permanent records of the high school principal's office. Current addresses were not available in his office, but through contacting the family and friends of the graduates it was possible to secure current addresses for a substantial number of the students.

The questionnaire<sup>8</sup> was prepared and submitted to graduate students in business education at Oklahoma A & M College for criticism. After the questionnaire had been revised in the light of the criticism received, final approval was obtained from the Chairman of the Thesis Committee. The questionnaire and an explanatory letter,<sup>9</sup> were then mimeographed.

In order to try out the prepared instrument, ten graduates from each graduating class were sent the letter and questionnaire, together with a stamped self-addressed envelope, early in March, 1951. Ten days later, after 72 per cent of the trial mailing had been returned, the remainder of the graduates were sent copies.

An individual index card was prepared for each student. This card

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8 See Appendix A

9 See Appendix B

included the name, current address and spaces in which to record the date the questionnaire was mailed, and to check when it was returned. Three weeks after the complete mailing was made, a handwritten follow-up postal card<sup>10</sup> was mailed to each graduate who had not returned the inquiry blank. Some individuals replied that they had not received the questionnaire form or that it had been misplaced. Duplicate questionnaires were sent to each of these persons by return mail.

A third and final effort to obtain more responses was made three weeks after the postal card reminder had been mailed. The investigator and the Chairman of the Thesis Committee decided upon sending a shortened form to those graduates who had not responded to either the first questionnaire or the postal card reminder. Questions on which it was believed necessary to have a larger percentage of returns were selected by the investigator and the Chairman. These questions were compiled into a one-page questionnaire.<sup>11</sup> The questionnaire was then mimeographed and mailed together with an especially prepared accompanying letter<sup>12</sup> and a self-addressed envelope. The closing date for all responses was May 21, two weeks after this final mailing.

#### Responses to the Questionnaire

During the period this study covers, 1946 to 1950 inclusive, Arkadelphia High School graduated 391 students. It was possible to secure the current address of 380 of these graduates. The first forms were mailed to these persons during the early part of March. At intervals explained earlier in the procedure used by the investigator, two other attempts were made to obtain a larger representation of graduates in the study.

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10 See Appendix C

11 See Appendix D

12 See Appendix E



The total number of graduates included 160 men and 231 women. Table I shows the number and percentage of men and women graduates in each graduating class. Table II shows the relationship of each class, by sex, to the total number of graduates for the five-year period.

TABLE I  
GRADUATES OF ARKADELPHIA HIGH SCHOOL  
BY YEARS, 1946 TO 1950, INCLUSIVE

Years	Men Graduates		Women Graduates		Total Graduates	
	No.	Per Cent	No.	Per Cent	No.	Per Cent
1946	24	39.34	37	60.66	61	100.00
1947	34	40.00	51	60.00	85	100.00
1948	39	40.63	57	59.38	96	100.00
1949	30	37.97	49	62.03	79	100.00
1950	33	47.14	37	52.86	70	100.00
Total	160	40.92	231	59.08	391	100.00

This table should be read as follows: In the class of 1946, 24, or 39.34 per cent, of the graduates were men and 37, or 60.66 per cent, were women.

TABLE II  
RELATIONSHIP OF EACH CLASS, BY SEX,  
TO THE TOTAL NUMBER OF GRADUATES

Graduated	Men Graduates		Women Graduates		Total Graduates	
	No.	Per Cent	No.	Per Cent	No.	Per Cent
1946	24	15.00	37	16.02	61	15.60
1947	34	21.25	51	22.08	85	21.74
1948	39	24.38	57	24.67	96	24.55
1949	30	18.75	49	21.21	79	20.21
1950	33	20.62	37	16.02	70	17.90
Total	160	100.00	231	100.00	391	100.00

This table should be read as follows: In the class of 1946 there were twenty-four men graduates. This is 15 per cent of the total number of men graduates for the five year period.

Of the 160 men graduates, addresses were unobtainable for six, or 3.75 per cent. Complete questionnaires were mailed to 154 men graduates, or 96.25 per cent of the total number of men, and four or 2.57 per cent of these were returned to the investigator unclaimed. Eighty-six, or 57.33 per cent, of the possible responses from men graduates to the complete form were received. As previously explained,<sup>13</sup> a shortened form of the questionnaire was prepared and mailed to those graduates who had not previously responded. A total of 102 men, representing 68 per cent of the possible responses from men graduates, are included in the study. Table III

<sup>13</sup> See page 6.

TABLE III

## MEN GRADUATES RESPONDING TO THE QUESTIONNAIRES

Year Graduated	Men Graduates	Addresses Unobtainable	Complete Questionnaires Mailed	Questionnaires Unclaimed	Possible Responses	Responses to Complete Form	Short Questionnaires Mailed	Responses To Short Form	Total Responses From Men
1946	24	2	22	1	21	15	6	1	16
1947	34	2	32	2	30	18	12	4	22
1948	39	0	39	1	38	21	17	5	26
1949	30	1	29	0	29	15	14	4	19
1950	33	1	32	0	32	17	15	2	19
Total	160	6	154	4	150	86	64	16	102
Percentages		3.75 <sup>1</sup>	96.25 <sup>1</sup>	2.57 <sup>2</sup>	93.75 <sup>1</sup>	57.33 <sup>3</sup>	42.67 <sup>3</sup>	18.60 <sup>4</sup>	68.00 <sup>3</sup>

1 based on total number of men graduates, 1946 to 1950, inclusive.

2 based on number of complete questionnaires mailed to men.

3 based on total number of possible responses from men.

4 based on number of short forms mailed to men graduates 1946 to 1950, inclusive.

This table should be read as follows: In the class of 1946 there were 24 men graduates, for two of whom addresses were unobtainable. Complete questionnaires were mailed to 22. One questionnaire was returned unclaimed, leaving 21 possible respondents, 15 of whom returned the complete form, and 1 of these 6 returned the short form. In all, 16 men graduates of 1946 returned either the complete form or the short form.

gives, by class, the number of men graduates, the number of men graduates for whom addresses were unobtainable, the number of complete questionnaires mailed and the number returned unclaimed, the number of possible responses to the questionnaires, the number of responses to the complete form, the short forms mailed, the number of responses to the short form, and the total responses of men graduates included in the study.

It was possible to secure the current addresses of 226 women, or 97.94 per cent of the 231 women graduates in the five-year period. Of the 226 complete questionnaires mailed to the women graduates, nine, or 3.98 per cent, were returned unclaimed. A total of 147, or 67.74 per cent of the 217 possible responses to the complete form, were received from the women graduates. Seventy short questionnaire forms were mailed to women graduates who had not returned the complete form. Twenty-four, or 34.29 per cent of the number of short forms mailed, were completed and returned to the investigator. A total of 171, or 78.79 per cent of the possible responses, were received from the women graduates. Table IV gives, by class, the number of women graduates, the number of women graduates for whom addresses were unobtainable, the number of complete questionnaires mailed and the number returned unclaimed, the number of possible responses to the questionnaires, the number of responses to the complete form, the short forms mailed, the number of responses to the short form, and the total responses of women graduates included in the study.

Table V shows, by class, the total number of questionnaires mailed, the number returned unclaimed, the possible number of responses, the number of complete questionnaire responses received, and the total number of responses to both questionnaire forms. Two hundred seventy-three graduates, comprising 74.38 per cent of the possible respondents, are included in the study.

TABLE IV  
WOMEN GRADUATES RESPONDING TO THE QUESTIONNAIRES

Year Graduated	Women Graduates	Addresses Unobtainable	Complete Questionnaires Mailed	Questionnaires Unclaimed	Possible Responses	Responses to Complete Form	Short Questionnaires Mailed	Responses To Short Form	Total Responses From Women
1946	37	1	36	2	34	21	13	3	24
1947	51	1	50	0	50	35	15	3	38
1948	57	1	56	1	55	42	13	5	47
1949	49	0	49	2	47	29	18	8	37
1950	37	2	35	4	31	20	11	5	25
Total	231	5	226	9	217	147	70	24	171
Percentages		2.16 <sup>1</sup>	97.84 <sup>1</sup>	3.98 <sup>2</sup>	93.94 <sup>1</sup>	67.74 <sup>3</sup>	32.26 <sup>3</sup>	34.29 <sup>4</sup>	78.79 <sup>3</sup>

1 based on total number of women graduates, 1946 to 1950, inclusive.

2 based on number of complete questionnaires mailed to women.

3 based on total number of possible responses from women.

4 based on number of short forms mailed to women graduates 1946 to 1950, inclusive.

This table should be read as follows: In the class of 1946, there were 37 women graduates, for one of whom addresses were unobtainable. Complete questionnaires were mailed to 36. Two questionnaires were returned unclaimed, leaving 34 possible respondents, 21 of whom returned questionnaires. Short questionnaires were mailed to the 13 women who had not returned the complete form, and 3 of these 13 returned the short form. In all, 24 women graduates of 1946 returned either the complete form or the short form.

TABLE V  
TOTAL GRADUATES RESPONDING TO THE QUESTIONNAIRES

Year Graduated	Total Graduates	Addresses Unobtainable	Complete Questionnaires Mailed	Questionnaires Unclaimed	Possible Responses	Responses to Complete Form	Short Questionnaires Mailed	Responses To Short Form	Total Responses from Graduates
1946	61	3	58	3	55	36	19	4	40
1947	85	3	82	2	80	53	27	7	60
1948	96	1	95	2	93	63	30	10	73
1949	79	1	78	2	76	44	32	12	56
1950	70	3	67	4	63	37	26	7	44
Total	391	11	380	13	367	233	134	40	273
Percentages		2.81 <sup>1</sup>	97.19 <sup>1</sup>	3.42 <sup>2</sup>	93.86 <sup>1</sup>	63.49 <sup>3</sup>	36.51 <sup>3</sup>	29.85 <sup>4</sup>	74.38 <sup>3</sup>

1 based on total number of graduates, 1946 to 1950, inclusive.

2 based on number of complete questionnaires mailed.

3 based on total number of possible responses.

4 based on number of short forms mailed to all graduates 1946 to 1950, inclusive.

This table should be read as follows: In the class of 1946 there were 61 graduates, for 3 of whom addresses were unobtainable. Complete questionnaires were mailed to 58. Three questionnaires were returned unclaimed, leaving 55 possible respondents, 36 of whom returned questionnaires. Short questionnaires were mailed to 19 graduates who had not returned the complete form and 4 of these 19 returned the short form. In all 40 graduates of 1946 returned either the complete form or the short form.

## CHAPTER II

AN ANALYSIS OF THE POST-HIGH SCHOOL WORK EXPERIENCES OF  
THE ARKADELPHIA HIGH SCHOOL GRADUATES FOR THE YEARS 1946  
TO 1950, INCLUSIVE

In a rapidly changing economic order, business training must prepare youth for immediate as well as future employment. No vocational training will prove attractive unless one of its major aims is to prepare people to enter upon occupational life with a reasonable chance to succeed in initial employment and ultimately to advance to higher levels of business service. High school curriculums should include courses that are designed to equip the students with a reasonable amount of understanding of the principles of business. It is the obligation of business educators to determine under what conditions both of these phases of vocational training are required, when a single type is adequate to fit the needs of the situation, and the exact kind of each type that should be offered under known condition.<sup>1</sup>

Despite the best efforts of business educators, there always will be a gap between training and employment. This gap can be reduced materially by a carefully planned program of training. It is a matter of record that from eight to fourteen weeks must elapse before the school-trained office recruit is able to earn his initial wage in some office occupations. If business educators will acquaint pupils with conditions under which they will have to work, this amount of unnecessary initial training on the job will

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<sup>1</sup> Frederick G. Nichols, Commercial Education in the High School, New York: D. Appelton-Century Company, 1933, 63.

be greatly diminished. The present tendency to go from job to job before finally making a permanent adjustment also will be lessened by this means.<sup>2</sup>

This section of the study seeks to discover through analysis of the responses from graduates of Arkadelphia High School just what the requirements of their jobs have been since graduation from high school. In obtaining information concerning the trends in occupation opportunities and requirements of the jobs in the local community, the school may better fit the curriculum to the needs of both its students and local industries. This study seeks to answer a number of pertinent questions concerning the needs of business and of students. By answering these questions the school may evaluate in some measure how well it has served its students and ascertain any deficiencies that can be remedied in their successors.

How many graduates have held full-time employment since graduation from high school? One hundred fifty-five of the total 233 graduates responding to the complete form have held full-time employment for at least three months during civilian life. The total number of graduates who have held full-time employment includes 58 men and 97 women. It was not possible to secure information concerning the early employment of the graduates from the shortened form of the questionnaire. Also, it was not possible to distinguish whether the graduates responding to the short form are presently employed full-time or part-time. Therefore, the information concerning the employment of the short form respondents is not included in the study.

Table VI gives, by years, the number of men responding to the complete form, the number of men responding who have held full-time employment, the number of women responding to the complete form, the number of women responding who have held full-time employment, and the total number of graduates responding to the complete form who have held employment.

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<sup>2</sup> Ibid, 64.



TABLE VI

NUMBER OF GRADUATES RESPONDING TO THE COMPLETE FORM WHO HAVE HELD FULL-TIME EMPLOYMENT SINCE GRADUATION FROM HIGH SCHOOL

Year Graduated	Total Graduates Responding To Complete Form	Total Graduates Who Have Held Jobs	Total Men Graduates Responding to Complete Form	Total Men Graduates Who Have Held Jobs	Total Women Graduates Responding To Complete Form	Total Women Graduates Who Have Held Jobs
1946	36	30	15	10	21	20
1947	53	43	18	13	35	29
1948	63	36	21	16	42	21
1949	44	26	15	11	29	15
1950	37	20	17	8	20	12
Total	233	155	86	58	147	97

This table should be read as follows: In the class of 1946, there were 36 respondents to the complete form, 30 of whom have held full-time jobs. Fifteen men responded to the complete form, and of these, ten have held full-time jobs. Twenty-one women responded to the complete form, and of these, 20 have held full-time employment.

What was the length of time between graduation from high school and initial full-time employment? Table VII shows the length of time in months between graduation from high school and initial employment of men graduates in each class. Twenty-six men, or 44.83 per cent of the total men graduates who have held full-time employment, received their initial employment within three months after graduation. Eight, or 13.79 per cent of the men graduates who have held full-time employment, received their initial employment within four to seven months; five, or 8.62 per cent, obtained initial employment within eight to eleven months; ten, or 17.24 per cent, obtained initial employment within twelve to eighteen months; and four, or 6.90 per cent, obtained initial employment within nineteen to twenty-four months. For the remaining five, the length of time from graduation to initial full-time employment was in excess of twenty-four months.

Table VIII gives, by class, the length of time in months between graduation from high school and the initial full-time employment of women graduates. Fifty-two, or 53.61 per cent, of the women who have held full-time employment obtained their initial job within three months after high school graduation. Eleven, or 11.34 per cent, were initially employed within four to seven months; eight, or 8.25 per cent, were employed within eight to eleven months; thirteen, or 13.40 per cent, were employed within twelve to eighteen months; and four, or 4.12 per cent, were employed within nineteen to twenty-four months. For the remaining nine, the length of time from graduation to initial full-time employment was more than twenty-four months.

Table IX gives the length of time in months between graduation from high school and initial full-time employment of all graduates. The majority of the graduates who have held full-time employment since graduation from

TABLE VII

NUMBER OF MONTHS BETWEEN GRADUATION FROM  
HIGH SCHOOL AND INITIAL EMPLOYMENT OF MEN GRADUATES<sup>1</sup>

Months Between Graduation and First Full-Time Employment	1946	1947	1948	1949	1950	No.	Total Per Cent
0-3	5	4	6	5	6	26	44.83
4-7	0	1	2	3	2	8	13.79
8-11	1	1	2	1	0	5	8.62
12-18	1	3	4	2	0	10	17.24
19-24	0	2	2	0	0	4	6.90
25-30	0	1	0	0	0	1	1.72
31-36	0	1	0	0	0	1	1.72
37-48	0	0	0	0	0	0	.00
48 or over	3	0	0	0	0	3	5.17
Totals	10	13	16	11	8	58	100.00

<sup>1</sup> Table based on number of men graduates responding to complete form.

This table should be read as follows: In the class of 1946 there were 6 men who received initial employment within 0-3 months.

TABLE VIII

NUMBER OF MONTHS BETWEEN GRADUATION FROM  
HIGH SCHOOL AND INITIAL EMPLOYMENT OF WOMEN GRADUATES<sup>1</sup>

Months Between Graduation and First Full-Time Employment	1946	1947	1948	1949	1950	No.	Total
							Per Cent
0-3	5	15	10	11	11	52	53.61
4-7	1	5	3	1	1	11	11.34
8-11	2	3	2	1	0	8	8.25
12-18	4	2	5	2	0	13	13.40
19-24	0	3	1	0	0	4	4.12
25-30	0	1	0	0	0	1	1.03
31-36	5	0	0	0	0	5	5.15
37-48	1	0	0	0	0	1	1.03
48 or over	2	0	0	0	0	2	2.06
Total	20	29	21	15	12	97	100.00

<sup>1</sup> Table based on number of women graduates responding to complete form.

This table should be read as follows: In the class of 1946 there were 5 women who received initial full-time employment within 0-3 months.

TABLE IX

NUMBER OF MONTHS BETWEEN GRADUATION FROM  
HIGH SCHOOL AND INITIAL EMPLOYMENT OF ALL GRADUATES<sup>1</sup>

Months Between Graduation and First Full-Time Employment	1946	1947	1948	1949	1950	No.	Total	
							Per Cent	
0-3	10	20	16	16	17	78	50.32	
4-7	1	6	5	4	3	19	12.26	
8-11	3	4	4	2	0	13	8.39	
12-18	5	5	9	4	0	23	14.84	
19-24	0	5	3	0	0	8	5.16	
25-30	0	2	0	0	0	2	1.29	
31-36	5	1	0	0	0	6	3.87	
37-48	1	0	0	0	0	1	.65	
48 or over	5	0	0	0	0	5	3.23	
Total	30	43	36	26	20	155	100.00	

<sup>1</sup> Table based on number of graduates responding to complete form.

This table should be read as follows: In the class of 1946 there were 10 graduates who received initial full-time employment within 3 months.

high school received their initial employment within three months after their graduation. Seventy-eight, or 50.32 per cent, were initially employed by September of the year they graduated. Nineteen, or 12.26 per cent, were employed full-time within four to seven months; thirteen, or 8.39 per cent, were employed full-time within eight to eleven months; twenty-three, or 14.84 per cent, were employed full-time within nineteen to twenty-four months after they graduated. The number who attended college or other educational institutions and the number who have served in the armed forces having bearing on these data. By the end of eighteen months, 85.82 per cent, of the graduates who secured full-time jobs had been employed. These figures indicate that students secured employment without encountering great difficulty.

In what types of firms did the students receive their first full-time jobs? Table X shows the nature of the business firms from which graduates of Arkadelphia High School secured initial full-time jobs. Eight men, or 13.78 per cent of the total men who have held full-time employment, were employed by a construction company. Five, or 8.62 per cent, of the men graduates who have held full-time employment were initially employed by grocery stores; five, or 8.62 per cent, were employed by lumber companies; five, or 8.62 per cent, were employed by service stations and three, or 5.17 per cent were employed by plumbing establishments; only one or two men were employed by each of the remaining businesses. During the period covered by the study, the two colleges located in Arkadelphia began the construction of several buildings. This is believed to account for the number of men who received initial employment in the construction companies.

Twenty, or 20.62 per cent, of the women who have held full-time employment received their initial full-time employment in a garment factory. Ten, or 10.31 per cent, were initially employed full-time by school systems; nine,

TABLE X

NATURE OF THE BUSINESS FIRMS IN WHICH ALL  
GRADUATES RECEIVED INITIAL FULL-TIME EMPLOYMENT

Nature of Business	Men Graduates		Women Graduates		Total Graduates	
	No.	Per Cent	No.	Per Cent	No.	Per Cent
Accounting Firm			2	2.06	2	1.29
Agricultural Administration Association	2	3.45			2	1.29
Airline			1	1.03	1	.65
Auto Agency			1	1.03	1	.65
Auto Parts Company	1	1.72	1	1.03	2	1.29
Bank	1	1.72	5	5.16	6	3.87
Beauty Shop			2	2.06	2	1.29
Bookstore			1	1.03	1	.65
Bottling Company	1	1.72			1	.65
Boys Camp	1	1.72			1	.65
Bus Station			1	1.03	1	.65
Cafe			1	1.03	1	.65
Church	1	1.72	1	1.03	2	1.29
Cleaning Shop			1	1.03	1	.65
College			1	1.03	1	.65
Construction Company	8	13.78			8	5.16
Cotton Gin	1	1.72			1	.65
Dairy			1	1.03	1	.65
Dancing School			1	1.03	1	.65
Department Store			5	5.16	5	3.23
Doctor's Office			1	1.03	1	.65
Drug Store			5	5.16	5	3.23
Engineering			1	1.03	1	.65
Equipment Supply Company	1	1.72			1	.65
Farm	2	3.45			2	1.29
Federal Loan Association			1	1.03	1	.65
Feed Manufacturer	1	1.72	1	1.03	2	1.29
Furniture and Appli- cance	2	3.45			2	1.29
Garment Factory	1	1.72	20	20.62	21	13.55
Grocery	5	8.62			5	3.23
Hospital			2	2.06	2	1.29
Ice Plant			1	1.03	1	.65
Insurance Company			2	2.06	2	1.29
Law Firm			1	1.03	1	.65
Loan Company			1	1.03	1	.65
Lumber Company	5	8.62			5	3.23
Mail Order House			1	1.03	1	.65
Mechanics Shop	1	1.72			1	.65
Monument Works	1	1.72			1	.65
Newspaper Office	2	3.45	1	1.03	3	1.94

TABLE X (CONTINUED)

Nature of Business	Men Graduates		Women Graduates		Total Graduates	
	No.	Per Cent	No.	Per Cent	No.	Per Cent
Paper Mill	2	3.45			2	1.29
Plumbing Company	3	5.17	2	2.06	5	3.23
Radio Station	1	1.72	1	1.03	2	1.29
Railroad Company	2	3.45			2	1.29
Rural Electrification Association	1	1.72			1	.65
School System			10	10.31	10	6.45
Service Station	5	8.62			5	3.23
State Health Department			1	1.03	1	.65
State Highway Department	1	1.72			1	.65
State Revenue Department			1	1.03	1	.65
Telephone Company			7	7.22	7	4.52
Theatre	2	3.45	1	1.03	3	1.94
Timber	1	1.72			1	.65
Tire and Supply Company	1	1.72	1	1.03	2	1.29
Truck Line	1	1.72			1	.65
Variety Store			9	9.28	9	5.81
Vocational Educational Office			1	1.03	1	.65
Wholesale Company	1	1.72			1	.65
<b>Total</b>	<b>58</b>	<b>100.00</b>	<b>97</b>	<b>100.00</b>	<b>155</b>	<b>100.00</b>

Note: This table is based on information concerning employment of graduates which was secured from the complete form of the questionnaire. All percentages are based upon the number of graduates who have held one or more full-time jobs.

This table should be read as follows: Two women, or 2.06 per cent of the ninety-seven women graduates who have held full-time employment, worked for an accounting firm on their initial job.



or 9.28 per cent, by variety stores; seven, or 7.22 per cent, by the telephone company; five, or 5.16 per cent, by banks; five, or 5.16 per cent, by department stores; and five, or 5.16 per cent, by drug stores. The remaining businesses each employed from one to two Arkadelphia High School graduates. Two garment factories are located in Arkadelphia; therefore, this accounts for the number of women graduates who obtained initial full-time employment as machine operators and office workers in these establishments. One of the colleges located in Arkadelphia is a state teachers' college and many of the graduates attend this college in order to prepare for the teaching profession. This helps to explain the number who received initial employment in school systems.

How long did the graduate remain with his first full-time job? Table XI shows the number of months fifty-eight men graduates remained on their first full-time jobs. Twenty-six men, or 44.83 per cent of the men who have held full-time employment, remained on their initial job for from three to five months. Seventeen, or 29.31 per cent, held their initial full-time job from six to eleven months; six, or 10.35 per cent, from twelve to twenty-three months; five, or 8.62 per cent, from twenty-four to thirty-five months; two, or 3.45 per cent, from thirty-six to forty-seven months; and two, or 3.45 per cent, for forty-eight months or longer.

The number of months women graduates remained on their initial full-time jobs is shown in Table XII. Twenty-five, or 25.77 per cent, of the women graduates who have held full-time employment were employed from three to five months on their initial full-time job. Thirty-nine, or 40.21 per cent, held their first full-time job from six to eleven months; seventeen, or 17.53 per cent, from twelve to twenty-three months; ten, or 10.31 per cent, from twenty-four to thirty-five months; four, or 4.12 per cent, from

TABLE XI  
 NUMBER OF MONTHS MEN GRADUATES REMAINED  
 ON INITIAL FULL-TIME JOB

Length of Time in Months	1946	1947	1948	1949	1950	No.	Total Per Cent
3-5	4	5	6	5	6	26	44.83
6-11	2	3	5	5	2	17	29.31
12-23	0	3	2	1	0	6	10.34
24-35	1	1	3	0	0	5	8.62
36-47	1	1	0	0	0	2	3.45
48 or over	2	0	0	0	0	2	3.45
<b>Total</b>	<b>10</b>	<b>13</b>	<b>16</b>	<b>11</b>	<b>8</b>	<b>58</b>	<b>100.00</b>

This table should be read as follows: Four men graduates of the class of 1946 remained on their initial job for from three to five months.

TABLE XII

NUMBER OF MONTHS WOMEN GRADUATES REMAINED ON  
INITIAL FULL-TIME JOB

Length of Time in Months	1946	1947	1948	1949	1950	No.	Total	
								Per Cent
3-5	3	8	5	5	4	25		25.77
6-11	8	8	9	7	7	39		40.21
12-23	4	6	3	3	1	17		17.53
24-35	2	4	4	0	0	10		10.31
36-47	1	3	0	0	0	4		4.12
48 or over	2	0	0	0	0	2		2.06
Total	20	29	21	15	12	97		100.00

This table should be read as follows: Three women graduates of the class of 1946 remained on their initial job for from three to five months.

thirty-six to forty-eight months; and two, or 2.06 per cent, for forty-eight months or longer.

Table XIII gives the number of months all graduates remained on their first full-time jobs. Fifty-one, or 32.90 per cent, of the one hundred fifty-five graduates who have held full-time employment were employed from three to five months on their initial full-time job. Fifty-six, or 36.13 per cent, held initial full-time employment from six to eleven months; twenty-three, or 14.84 per cent, from twelve to thirty-five months; fifteen, or 9.68 per cent, from twenty-four to thirty-five months; six, or 3.87 per cent, from thirty-six to forty-seven months; and four, or 2.58 per cent, for forty-eight months or longer.

What were the graduate's duties on his first full-time job? Table XIV shows the types of jobs held by the graduates on their first full-time job. Seven, or 12.07 per cent, of the ninety-seven men who have held full-time employment were initially employed as construction workers; seven, or 12.07 per cent, were employed as stock clerks; five, or 8.62 per cent, were employed as truck drivers; four, or 6.89 per cent, were employed as machine operators; and three, or 5.17 per cent, were employed as sales clerks. Only one or two men graduates were employed in each of the remaining types of jobs.

Fifteen, or 15.46 per cent, of the ninety-seven women graduates who have held full-time employment were initially employed as machine operators. Fourteen women, or 14.43 per cent, were initially employed as bookkeepers; twelve, or 12.37 per cent, as sales clerks; eleven, or 11.34 per cent, as secretaries; eight, or 8.25 per cent, as teachers; six, or 6.19 per cent, as telephone operators; four, or 4.12 per cent, as clerk-typists; four, or 4.12 per cent, as fountain clerks; and three, or 3.09 per cent, as cashiers. Only one or two women graduates were employed in each of the remaining types of jobs.

TABLE XIII

NUMBER OF MONTHS ALL GRADUATES REMAINED ON  
INITIAL FULL-TIME JOB

Length of Time in Months	1946	1947	1948	1949	1950	No.	Total	
								Per Cent
3-5	7	13	11	10	10	51		32.90
6-11	10	11	14	12	9	56		36.13
12-23	4	9	5	4	1	23		14.84
24-35	3	5	7	0	0	15		9.68
36-47	2	4	0	0	0	6		3.87
48 or over	4	0	0	0	0	4		2.58
Total	30	42	37	26	20	155		100.00

This table should be read as follows: Seven graduates of the class of 1946 remained on their initial job for from three to five months.

TABLE XIV

## TYPES OF JOBS HELD BY GRADUATES IN INITIAL FULL-TIME EMPLOYMENT

Types of Work	Men		Women		Total	
	No.	Per Cent of Total Jobs Held	No.	Per Cent of Total Jobs Held	No.	Per Cent of Total Jobs Held
Appliance Service Man	1	1.72			1	.65
Bank Teller	1	1.72			1	.65
Beater Tester	1	1.72			1	.65
Beautician			2	2.06	2	1.29
Bill Clerk	1	1.72			1	.65
Bookkeeper	1	1.72	14	14.43	15	9.68
Bus Station Agent			1	1.03	1	.65
Cashier			3	3.09	3	1.94
Choir Director	1	1.72			1	.65
Clerk-Typist			4	4.12	4	2.58
Conference Reporter			1	1.03	1	.65
Construction Worker	7	12.07			7	4.52
Cotton Ginner	1	1.72			1	.65
Counselor	1	1.72			1	.65
Electrician	1	1.72			1	.65
Firm Checker	2	3.45			2	1.29
Farmer	2	3.45			2	1.29
File Clerk			2	2.06	2	1.29
Fountain Clerk			4	4.12	4	2.58
Garment Factory Inspector			2	2.07	2	1.29
Highway Checker	1	1.72			1	.65
Lineman	1	1.72			1	.65
Linotype Operator	1	1.72			1	.65
Lumber Inspector	2	3.45			2	1.29
Machine Operator	4	6.89	15	15.46	19	12.26
Masonry Construction	1	1.72			1	.65
Mechanic	1	1.72			1	.65
Monument Finishing	1	1.72			1	.65
Nurse			1	1.03	1	.65
Nurses' Aid			1	1.03	1	.65
Office Manager			1	1.03	1	.65
Plumber's Assistant	1	1.72			1	.65
Radio Announcer	1	1.72			1	.65
Receptionist			2	2.06	2	1.29
Reservations Agent			1	1.03	1	.65
Sales Clerk	3	5.17	12	12.37	15	9.68
Secretary			11	11.34	11	7.10

TABLE XIV (Continued)

Types of Work	Men Graduates		Women Graduates		Total Graduates	
	No.	Per Cent of Total Jobs Held	No.	Per Cent of Total Jobs Held	No.	Per Cent of Total Jobs Held
Service Station Attendant	5	8.62			5	3.23
Shipping Clerk	1	1.72	1	1.03	2	1.29
Society Editor			1	1.03	1	.65
Stenographer			2	2.06	2	1.29
Stock Clerk	7	12.07			7	4.52
Store Manager	1	1.72			1	.65
Tag Marker			1	1.03	1	.65
Teacher			8	8.25	8	5.16
Telephone Operator			6	6.19	6	3.87
Teletype Editor	1	1.72			1	.65
Truck Driver	5	8.62			5	3.23
Usher	1	1.72			1	.65
Waitress			1	1.03	1	.65
<b>Total</b>	<b>58</b>	<b>100.00</b>	<b>97</b>	<b>100.00</b>	<b>155</b>	<b>100.00</b>

Note: This table is based on information concerning employment of graduates which was secured from the complete form of the questionnaire. All percentages are based upon the number of graduates who have held one or more full-time jobs.

This table should be read as follows: One man, or 1.72 per cent of the 58 men who have held full-time employment, worked as an appliance service man on his initial job.

During the past five years, what types of jobs have been held by the graduates in all full-time employment? Table XV shows the types of work performed by graduates on all full-time jobs. There was a total of 95 different jobs listed by the 58 men graduates who have held full-time employment. The 97 women who have held full-time employment listed a total of 177 different jobs. A total of 272 different full-time jobs have been held by all graduates who have been employed in one or more full-time jobs since graduation from high school.

Fourteen, or 14.74 per cent, of the jobs that have been held by men graduates have been jobs as construction workers. Eight, or 8.42 per cent, of the jobs that have been held by men graduates have been jobs as service station attendants. Seven, or 7.37 per cent, have been jobs as stock clerks; seven, or 7.37 per cent, have been jobs as machine operators; seven, or 7.37 per cent, have been jobs as truck drivers; five, or 5.26 per cent, have been jobs as sales clerks; and three, or 3.16 per cent, have been jobs as store managers. Additional details are shown in Table XV.

Twenty-six, or 14.68 per cent, of the jobs that have been held by the women graduates, have been jobs as secretaries. Twenty-three, or 12.98 per cent, have been jobs as sales clerks; nineteen, or 10.73 per cent, have been jobs as bookkeepers; eleven, or 6.22 per cent, have been teaching positions; eight, or 4.52 per cent, have been jobs as telephone operators; six, or 3.38 per cent, have been jobs as fountain clerks; five, or 2.82 per cent, have been jobs as cashiers; and four, or 2.25 per cent, have been jobs as receptionists. Additional details are shown in Table XV.

Twenty-eight, or 10.30 per cent, of the 272 jobs that were listed by all the graduates have been jobs as sales clerks; twenty-eight, or 10.30 per cent,



TABLE XV

## TYPES OF JOBS HELD BY GRADUATES IN ALL FULL-TIME EMPLOYMENT

Types of Work	Men		Women		Total	
	No.	Per Cent of Total Jobs Held	No.	Per Cent of Total Jobs Held	No.	Per Cent of Total Jobs Held
Appliance Service Man	1	1.05			1	.37
Assistant Librarian			1	.57	1	.37
Assistant Manager			1	.57	1	.37
Bank Teller	1	1.05	1	.57	2	.73
Beater Tester	1	1.05			1	.37
Beautician			3	1.69	3	1.10
Bill Clerk	1	1.05	1	.57	2	.73
Bookkeeper	2	2.11	19	10.73	21	7.72
Brick Setter	1	1.05			1	.37
Bus Station Agent			1	.57	1	.37
Car Demonstrator	1	1.05			1	.37
Cashier			4	2.25	4	1.47
Choir Director	1	1.05			1	.37
Clerk-Typists			7	3.95	7	2.57
Conference Reporter			1	.57	1	.37
Construction Worker	14	14.74			14	5.14
Cotton Ginner	1	1.05			1	.37
Counselor	1	1.05	2	1.13	3	1.10
Cream Tester			1	.57	1	.37
Directory Compilation Clerk			1	.57	1	.37
Electrician	1	1.05			1	.37
Executive Secretary			1	.57	1	.37
Farm Checker	2	2.11			2	.73
Farmer	4	4.21			4	1.47
File Clerk			3	1.69	3	1.10
Fireman	1	1.05			1	.37
Fountain Clerk			6	3.38	6	2.21
Fruit Packer	1	1.05			1	.37
Garment Factory Inspector			5	2.82	5	1.84
Groundman	1	1.05			1	.37
Highway Checker	1	1.05			1	.37
Issuing Agent (Insurance Firm)			1	.57	1	.37
Ice Cream Manufacturing	1	1.05			1	.37
Land Clearing	1	1.05			1	.37
Legal Secretary			1	.57	1	.37
Lineman	2	2.11			2	.73

TABLE XV (Continued)

Types of Work	Men		Women		Total	
	No.	Per Cent of Total Jobs Held	No.	Per Cent of Total Jobs Held	No.	Per Cent of Total Jobs Held
Line Worker			1	.57	1	.37
Linotype Operator	1	1.05			1	.37
Lumber Inspector	2	2.11			2	.73
Machine Operator	7	7.37	21	11.86	28	10.30
Masonry Construction	1	1.05			1	.37
Mechanic	1	1.05			1	.37
Medical Secretary			1	.57	1	.37
Monument Finishing	1	1.05			1	.37
Numberer	1	1.05			1	.37
Nurse			1	.57	1	.37
Nurses' Aid			2	1.13	2	.73
Office Manager			1	.57	1	.73
Oil Field Worker	1	1.05			1	.37
Parts Manager	1	1.05			1	.37
Payroll Clerk			2	1.13	2	.73
Plumber's Assistant	1	1.05			1	.37
Purchasing Agent			1	.57	1	.37
Radio Announcer	1	1.05			1	.37
Receptionist			4	2.25	4	1.47
Reservations Agent			1	.57	1	.37
Sales Clerk	5	5.26	23	12.98	28	10.30
Secretary			26	14.68	26	9.60
Service Station Attendant	8	8.42			8	2.90
Shipping Clerk	1	1.05	1	.57	2	.73
Society Editor			1	.57	1	.37
Stenographer			3	1.69	3	1.10
Stock Clerk	7	7.37			7	2.57
Store Manager	3	3.16			3	1.10
Tag Marker			3	1.69	3	1.10
Teacher			11	6.22	11	4.04
Telephone Operator			8	4.52	8	2.90
Teletype Editor	1	1.05			1	.37
Timekeeper	2	2.11			2	.73
Truck Driver	7	7.37			7	2.57
Typewriter Repairman	1	1.05			1	.37
Usher	2	2.11			2	.73
Waitress			3	1.69	3	1.10
Window Trimmer			3	1.69	3	1.10
<b>Total</b>	<b>95</b>	<b>100.00</b>	<b>177</b>	<b>100.00</b>	<b>272</b>	<b>100.00</b>

This table should be read as follows: One, or 1.05 per cent, of the jobs that have been held by men graduates has been that of an appliance service man. This is .37 per cent of all the jobs that have been held by the graduates.

have been jobs as machine operators; twenty-six, or 9.60 per cent, have been jobs as secretaries; twenty-one, or 7.72 per cent, have been jobs as bookkeepers; and fourteen, or 5.14 per cent, have been jobs as construction workers. These figures indicate that the distributive programs and the trade and industrial programs which provide on-the-job work experience for those who enter the business world as sales clerks, office workers, and the skilled work as construction and shop workers, would be beneficial to the Arkadelphia High School graduates as well as the businessmen. The amount of initial training on the job after graduation from high school would be diminished by such training while the students are still in high school. The student may select the type of work he is best fitted for by these programs, thereby making a permanent adjustment earlier in his business career.

In what types of firms were the graduates employed at the time the questionnaires were returned? Table XVI shows the types of firms in which the ninety-seven full-time employed graduates were working at the time of the study. Only three men graduates responding to the complete questionnaire were employed in a construction company; this is 3.70 per cent of the twenty-seven men who were employed at the time the questionnaires were returned. There were only one or two men graduates working for the remaining firms listed in the table.

Nineteen, or 27.14 per cent, of the seventy employed women were working in garment factories; eleven, or 15.71 per cent, were employed by school systems; three, or 4.28 per cent, were employed in department stores; and three, or 4.28 per cent, were employed in hospitals. Only one or two women graduates were employed in the remaining types of firms listed in the table.

TABLE XVI

NATURE OF BUSINESS FIRMS IN WHICH GRADUATES ARE  
NOW EMPLOYED ON FULL-TIME JOBS

Nature of Business	Men		Women		Total	
	No.	Per Cent	No.	Per Cent	No.	Per Cent
Aircraft Factory			1	1.43	1	1.03
Airline Office			1	1.43	1	1.03
Automobile Factory	1	3.70			1	1.03
Bank	2	7.40	2	2.86	4	4.14
Beauty Shop			1	1.43	1	1.03
Bookstore			2	2.86	2	2.06
Bottling Plant	1	3.70			1	1.03
Bus Station			1	1.43	1	1.03
Chamber of Commerce			1	1.43	1	1.03
Church	1	3.70			1	1.03
Cleaning Establishment	1	3.70			1	1.03
Construction Company	3	11.11	1	1.43	4	4.14
Dairy	1	3.70			1	1.03
Department Store			3	4.28	3	3.09
Drug Store			1	1.43	1	1.03
Engineering Firm	1	3.70			1	1.03
Farm	3	11.11			3	3.09
Furniture and Appliance	1	3.70			1	1.03
Garment Factory			19	27.14	19	19.59
Hardware and Sporting Goods			1	1.43	1	1.03
Hospital			3	4.28	3	3.09
Insurance Firm			1	1.43	1	1.03
Law Firm			1	1.43	1	1.03
Lumber Company	2	7.40	1	1.43	3	3.09
Masonry Construction	1	3.70			1	1.03
Monument Works	1	3.70			1	1.03
Newspaper Office	1	3.70			1	1.03
Plumbing Establishment	1	3.70	1	1.43	2	2.06
Public Utility			1	1.43	1	1.03
Radio Station	1	3.70	1	1.43	2	2.06
Railroad Company	1	3.70	1	1.43	2	2.06
Rural Electrification Association			1	1.43	1	1.03
School System			11	15.71	11	11.35
Service Station	2	7.40			2	2.06
Telephone Company			9	12.86	9	9.28
Theatre	1	3.70			1	1.03
Transport Company			1	1.43	1	1.03

TABLE XVI (Continued)

Nature of Business	Men Graduates		Women Graduates		Total Graduates	
	No.	Per Cent	No.	Per Cent	No.	Per Cent
Variety Store			2	2.86	2	2.06
Veterinarian Office			1	1.43	1	1.03
Vocational Education Office			1	1.43	1	1.03
Wholesale Grocery	1	3.70			1	1.03
<b>Total</b>	<b>27</b>	<b>100.00</b>	<b>70</b>	<b>100.00</b>	<b>97</b>	<b>100.00</b>

This table should be read as follows: One woman, or 1.43 per cent of the employed women graduates, worked for an aircraft factory.

The number of men graduates who were serving in the armed forces at the time of the study, and the number of graduates who were enrolled in a college or in other educational institutions at the time of the study accounts for a number of the graduates who did not list full-time employment at the time the questionnaires were returned.

What types of work were the graduates doing at the time the questionnaires were returned? Table XVII shows the types of full-time jobs the graduates were holding at the time of the study. Of the twenty-seven full-time employed men, three, or 11.11 per cent, were employed as construction workers; and three, or 11.11 per cent, were farmers. Only one or two men graduates were employed in each of the remaining jobs listed.

Sixteen women, or 22.86 per cent, were employed as machine operators. Ten women, or 14.29 per cent, were employed as secretaries; ten, or 14.29 per cent, were employed as teachers; seven, or 10 per cent, were employed as bookkeepers; six, or 8.56 per cent, were employed as telephone operators; five, or 7.14 per cent, were employed as sales clerks; and three, or 4.28 per cent, were employed as typists. Only one or two women graduates were employed in each of the remaining jobs listed.

What is the average number of months the graduates have remained on all the full-time jobs held since graduation from high school? Table XVIII shows the average number of months the men graduates have remained on all jobs held since graduation from high school. Twenty-one, or 36.21 per cent, of the men graduates who have held one or more full-time jobs during civilian life, have remained on all their jobs an average of three to five months. Nineteen men, or 32.76 per cent, have remained on all their jobs from six to eleven months; ten men, or 17.24 per cent, from 12 to 23 months; five

TABLE XVII

## TYPES OF WORK PERFORMED BY GRADUATES ON PRESENT FULL-TIME JOB

Types of Work	Men Graduates		Women Graduates		Total Graduates	
	No.	Per Cent	No.	Per Cent	No.	Per Cent
Appliance Service Man	1	3.70			1	1.03
Assistant Cashier			1	1.43	1	1.03
Assistant Manager	1	3.70			1	1.03
Bank Loan Officer	1	3.70			1	1.03
Beautician			1	1.43	1	1.03
Bookkeeper	1	3.70	7	10.00	8	8.25
Bus Station Agent			1	1.43	1	1.03
Choir Director	1	3.70			1	1.03
Clerk-Typist			3	4.28	3	3.09
Conference Reporter			1	1.43	1	1.03
Construction Worker	3	11.11			3	3.09
Directory Compilation Clerk			1	1.43	1	1.03
Electrician	1	3.70			1	1.03
Executive Secretary			1	1.43	1	1.03
Farmer	3	11.11			3	3.09
Fireman	1	3.70			1	1.03
Groundman	1	3.70			1	1.03
Issuing Agent (Insurance)			1	1.43	1	1.03
Linotype Operator	1	3.70			1	1.03
Lumber Inspector	1	3.70			1	1.03
Machine Operator	2	7.40	16	22.86	18	18.56
Manager	1	3.70			1	1.03
Masonry Construction	1	3.70			1	1.03
Monument Finishing	1	3.70			1	1.03
Nurse			1	1.43	1	1.03
Nurses' Aid			2	2.86	2	2.06
Office Manager			1	1.43	1	1.03
Radio Announcer	1	3.70			1	1.03
Reservations Agent			1	1.43	1	1.03
Sales Clerk			5	7.14	5	5.15
Secretary			10	14.29	10	10.31
Service Station Attendant	2	7.40			2	2.06
Shipping Clerk	1	3.70			1	1.03
Stenographer			1	1.43	1	1.03
Teacher			10	14.29	10	10.31
Telephone Operator			6	8.56	6	6.19
Teletype Editor	1	3.70			1	1.03
Timekeeper	1	3.70			1	1.03
<b>Total</b>	<b>27</b>	<b>100.00</b>	<b>70</b>	<b>100.00</b>	<b>97</b>	<b>100.00</b>

This table should be read as follows: One, or 3.70 per cent, of the employed men, was an appliance service man.

TABLE XVIII

AVERAGE NUMBER OF MONTHS 58 MEN GRADUATES HAVE REMAINED  
ON ALL FULL-TIME JOBS HELD, INCLUDING THE PRESENT JOB

Length of Time In Months	1946	1947	1948	1949	1950	No.	Total	
							Per Cent	
3-5	4	7	4	3	3	21	36.21	
6-11	1	4	5	4	5	19	32.76	
12-23	1	1	4	4	0	10	17.24	
24-35	1	1	3	0	0	5	8.62	
36-47	1	0	0	0	0	1	1.73	
48 or over	2	0	0	0	0	2	3.45	
Total	10	13	16	11	8	58	100.00	

This table should be read as follows: Four 1946 men graduates have remained on their full-time jobs an average of 3 to 5 months.



men, or 8.62 per cent, from 24 to 35 months; one man, or 1.72 per cent, from 36 to 47 months; and two men, or 3.45 per cent, for 48 months or longer.

Table XIX shows the average number of months the ninety-seven women graduates who have held one or more full-time jobs have remained on all their jobs. Nineteen women, or 19.59 per cent of the women who have held full-time employment, have remained on their jobs an average of three to five months. Thirty-nine, or 40.21 per cent of the women who have held full-time employment, have remained from six to eleven months on their jobs; twenty-one, or 21.65 per cent, from 12 to 23 months; thirteen, or 13.40 per cent, from 24 to 35 months; three, or 3.09 per cent, from 36 to 47 months; and two, or 2.06 per cent, for 48 months or longer.

Table XX shows the average number of months all graduates have remained on the full-time jobs they have held since graduation from high school. Forty graduates, or 25.80 per cent of all the graduates who have held full-time employment, have worked from three to five months on all the jobs they have held. Fifty-eight, or 37.42 per cent of the graduates, have remained on their jobs from six to eleven months; thirty-one, or 20 per cent, have worked from 12 to 23 months; eighteen or 11.62 per cent, have worked from 24 to 35 months; four, or 2.58 per cent, have held their jobs from 36 to 47 months; and four, or 2.58 per cent, have remained on their jobs 48 months or longer. Ninety-eight graduates, or 63.22 per cent, have remained on their full-time jobs for an average of less than a year.

What were some of the major duties which graduates have performed on all the jobs they have held since graduation from high school? Graduates were asked to check duties which they have performed on all jobs they have held since graduation from high school. This check list included duties which the

TABLE XIX

AVERAGE NUMBER OF MONTHS 97 WOMEN GRADUATES HAVE REMAINED  
ON ALL FULL-TIME JOBS HELD, INCLUDING THE PRESENT JOB

Length of Time In Months	1946	1947	1948	1949	1950	No.	Total Per Cent
3-5	3	2	5	5	4	19	19.59
6-11	8	14	5	4	8	39	40.21
12-23	4	6	5	6	0	21	21.65
24-35	2	5	6	0	0	13	13.40
36-47	1	2	0	0	0	3	3.09
48 or over	2	0	0	0	0	2	2.06
Total	20	29	21	15	12	97	100.00

This table should be read as follows: Three 1946 women graduates have remained on their full-time jobs an average of 3 to 5 months.

TABLE XX

AVERAGE NUMBER OF MONTHS 155 GRADUATES HAVE REMAINED ON ALL  
FULL-TIME JOBS HELD BY GRADUATES, INCLUDING THE PRESENT JOB

Length of Time In Months	1946	1947	1948	1949	1950	Total	
						No.	Per Cent
3-5	7	9	9	8	7	40	25.80
6-11	9	18	10	8	13	58	37.42
12-23	5	7	9	10	0	31	20.00
24-35	3	6	9	0	0	18	11.62
36-47	2	2	0	0	0	4	2.58
48 or over	4	0	0	0	0	4	2.58
Total	30	42	37	26	20	155	100.00

This table should be read as follows: Seven 1946 graduates have remained on their full-time jobs an average of 3 to 5 months.

investigator believed were typical of most jobs which graduates might hold. Table XXI lists these duties and gives the number of times these duties were mentioned as being performed by graduates on the jobs they have held. The graduates mentioned these duties as being performed a total of 796 times. The 796 mentions may be divided as follows: typed straight copy, 86, or 10.80 per cent of the total mentions; typed legal copy, 42, or 5.29 per cent; received business callers, 75, or 9.43 per cent; did filing, 86, or 10.80 per cent; handled mail, 78, or 9.80 per cent, prepared payrolls, 41, or 5.16 per cent; kept books, 64, or 8.04 per cent; typed from shorthand notes, 26, or 3.27 per cent; answered telephone, 120, or 16.33 per cent; and sold goods, 94, or 11.81 per cent. Since it is believed that these duties are typical, it is desirable for the graduates who intend to enter the business world be prepared to handle them.

What types of business machines have been used by the graduates on all the jobs they have held? Table XXII lists the business machines which the graduates mentioned they have used on all the jobs they have held and gives the number and percentage of the graduates who mentioned that they have used each business machine in employment. The typewriter received 47, or 29.40 per cent, of the total 178 mentions of machines used by graduates; the adding machine, 60, or 33.71 per cent; the teletype machine, four, or 2.25 per cent; the calculator or comptometer, 24, or 13.48 per cent; the dictaphone, six, or 3.37 per cent; the bookkeeping machine, eight, or 4.49 per cent; the check writer, three, or 1.69 per cent; and the addressograph, four, or 2.25 per cent. The card mimeograph machine, the billing machine, the varityper, and the punch card machine each received one, or .56 per cent, of the mentions. From these figures, it appears that business machines have

TABLE XXI  
DUTIES PERFORMED BY GRADUATES ON ALL JOBS

Duties	Men Graduates		Women Graduates		Total Graduates	
	No.	Per Cent of Duties Mentioned	No.	Per Cent of Duties Mentioned	No.	Per Cent of Duties Mentioned
Typed Straight Copy	23	9.87	63	11.19	86	10.80
Typed Legal Copy	10	4.29	32	5.68	42	5.29
Received Business Callers	22	9.44	53	9.41	75	9.43
Did Filing	24	10.30	62	11.01	86	10.80
Filled in Forms	26	11.16	58	10.30	84	10.55
Handled Mail	19	8.15	59	10.48	78	9.80
Prepared Payrolls	11	4.72	30	5.33	41	5.16
Kept Books	16	6.87	48	8.52	64	8.04
Typed from Shorthand Notes	1	.43	25	4.44	26	3.27
Answered Telephone	41	17.60	79	14.03	120	16.33
Sold Goods	40	17.17	54	9.57	94	11.81
Total	233	100.00	563	100.00	796	100.00

This table should be read as follows: Typing straight copy received 23, or 9.87 per cent, of the total mentions of duties by men graduates.

TABLE XXII

## OFFICE MACHINES USED BY GRADUATES ON ALL JOBS THEY HAVE HELD

Office Machine	Men		Women		Total	
	No.	Per Cent of Machines Used	No.	Per Cent of Machines Used	No.	Per Cent of Machines Used
Typewriter	15	31.91	32	24.43	47	26.40
Adding Machines	17	36.17	43	32.82	60	33.71
Teletype	2	4.26	2	1.53	4	2.25
Calculator or Comptometer	7	14.89	17	12.98	24	13.48
Dictaphone	1	2.13	5	3.82	6	3.37
Bookkeeping Machine	1	2.13	7	5.34	8	4.49
Check Writer	0	.00	3	2.29	3	1.69
Mimeograph	2	4.25	11	8.40	13	7.30
Ditto	0	.00	5	3.82	5	2.81
Card Mimeograph	0	.00	1	.76	1	.56
Addressograph	1	2.13	3	2.29	4	2.25
Billing Machine	1	2.13	0	.00	1	.56
Varityper	0	.00	1	.76	1	.56
IBM Punch Card	0	.00	1	.76	1	.56
Totals	47	100.00	131	100.00	178	100.00

This table should be read as follows: The typewriter received 15, or 31.91 per cent, of the total mention of machines used by men.

been important in the performance of the duties in the jobs the graduates have held. It would be desirable for the Arkadelphia High School to include a course, insofar as it is practical, in the use of the business machines which graduates are required to use.

How many graduates secured initial full-time employment in Arkadelphia?

Table XXIII gives the number of respondents who secured initial full-time employment in Arkadelphia. From the class of 1946 nine men and eleven women secured initial employment in Arkadelphia, making a total of twenty, or 66.67 per cent of the 30 graduates who have held employment from the class of 1946, who were initially employed in Arkadelphia. In 1947, twenty-six graduates, including seven men and nineteen women, received initial full-time employment in Arkadelphia. This is 60.47 per cent of the 43 graduates in the class of 1947 who have held full-time employment. In 1948, twenty-four graduates, including eight men and sixteen women, received initial full-time employment in Arkadelphia. This is 66.67 per cent of the 36 graduates who have held employment from the class of 1948. In 1950, fourteen graduates, including five men and nine women, received initial full-time employment in Arkadelphia. Of the 20 graduates of 1950 who have been employed full-time since graduation from high school, 70 per cent received initial employment in Arkadelphia. Thirty-seven men and sixty-nine women comprise the total of 106 graduates who received initial full-time employment in Arkadelphia. Of the 155 graduates who have been employed since graduation from high school, 106, or 68.39 per cent, received initial employment in Arkadelphia. From these figures, it appears that Arkadelphia High School graduates encounter very little difficulty in securing full-time employment in Arkadelphia.

How many graduates were employed full-time in Arkadelphia at the time the questionnaire was returned? Table XXIV shows, by class, the number of

TABLE XXIII

## NUMBER OF GRADUATES WHO SECURED INITIAL FULL-TIME EMPLOYMENT IN ARKADELPHIA

Year Graduated	Men Graduates		Women Graduates		Total Graduates		
	Number Who Have Held Full-Time Jobs	Received Initial Employment in Arkadelphia	Number Who Have Held Full-Time Jobs	Received Initial Employment in Arkadelphia	Number Who Have Held Full-Time Jobs	No.	Per Cent
1946	10	9	20	11	30	20	66.67
1947	13	7	29	19	43	26	60.47
1948	16	8	21	16	36	24	66.67
1949	11	8	15	14	26	22	84.62
1950	8	5	12	9	20	14	70.00
Total	58	37	97	69	155	106	68.39

This table should be read as follows: In the class of 1946 there were 10 men who have held full-time employment, nine of whom were initially employed full-time in Arkadelphia. There were 20 women who have held full-time employment, 11 of whom were initially employed in Arkadelphia. Thirty graduates have held full-time jobs. Twenty of these graduates, constituting 52.63 per cent of the 30 graduates who have held full-time employment, were initially employed in Arkadelphia.



graduates responding to the complete form who were employed full-time in Arkadelphia at the time they returned the questionnaire. Five graduates of the class of 1946, or 16.67 per cent of the thirty graduates for that year who have held full-time employment, were employed in Arkadelphia at the time the questionnaire was returned; fourteen of the graduates of 1948, or 38.89 per cent of the 36 graduates for that year who have held full-time employment, were employed in Arkadelphia at the time of the study; eleven, or 42.31 per cent, of the 26 graduates of the class of 1949 who have held full-time employment were employed in Arkadelphia at the time the questionnaire was returned; and eleven, or 55 per cent, of the 20 graduates of 1950 who have held full-time employment were employed in Arkadelphia at the time of the study. Of the 155 graduates who have held full-time employment, 52, or 33.55 per cent, were employed in Arkadelphia at the time of the study. Table XXIV shows, by class, the number of men and women graduates responding to the complete questionnaire form who were employed full-time in Arkadelphia when the study was made, and the total number of graduates who have held full-time employment that were employed in Arkadelphia when the questionnaires were returned. From the figures included in Tables XXIII and XXIV it may be noted that the smaller the number of the years between graduation from high school and the time of the study, the greater the percentage of graduates who are employed in their home community. Two-thirds of the graduates received initial full-time employment in Arkadelphia; but over the period covered by the study, the number and percentage of employed graduates who remain in Arkadelphia on full-time jobs decreased.

TABLE XXIV

## NUMBER OF GRADUATES WHO ARE PRESENTLY EMPLOYED FULL-TIME IN ARKADELPHIA

Year Graduated	Men Graduates		Women Graduates		Total Graduates		
	Number Who Have Held Full-Time Jobs	Presently Em- ployed in Arkadelphia	Number Who Have Held Full-Time Jobs	Presently Em- ployed in Arkadelphia	Number Who Have Held Full-Time Jobs	Presently Em- ployed in Arkadelphia No.	Per Cent
1946	10	1	20	4	30	5	16.67
1947	13	2	29	9	43	11	25.58
1948	16	5	21	9	36	14	38.89
1949	11	4	15	7	26	11	42.31
1950	8	2	12	9	20	11	55.00
Total	58	14	97	38	155	52	33.55

This table should be read as follows: In the class of 1946 there were ten men who have held full-time jobs. One man is presently employed full-time in Arkadelphia. There were 20 women who have held full-time employment since graduation from high school and four are presently employed in Arkadelphia. In all, there are 30 graduates who have held full-time employment, and of these, five, or 16.67 per cent, are employed in Arkadelphia at the present time.

How many graduates have held only part-time employment since graduation from high school? Table XXV shows, by class, the number of graduates who have held only part-time employment since graduation from high school. These figures are based upon the responses to the complete questionnaire. The table shows the number of men graduates, by class, who responded to the complete form, the number of men who have held only part-time employment since graduation from high school, the number of women responding to the complete form, the number of women who have held only part-time employment, and the total number and percentage of respondents who have held only part-time employment. Of the 86 men who responded to the complete form, 21, or 24.42 per cent, have held only part-time employment since graduation from high school. Of the 147 women graduates responding, 22, or 14.96 per cent, have held only part-time employment. The total of responses to the complete questionnaire was 233 and of this number, 43, or 18.46 per cent, showed that the respondents have been employed in part-time jobs only.

How many graduates were employed only part-time at the time of the study? Table XXVI shows, by class, the number of men graduates responding to the complete form and the number who were employed only part-time at the time the questionnaires were returned; the number of women responding to the complete form and the number who were employed only part-time at the time the study was made.

Nineteen men graduates, or 22.09 per cent of the 86 men responding to the complete form, were employed part-time at the time of the study. Eighteen women, or 12.24 per cent of the 147 women responding to the complete form, were employed part-time at the time of the study; and a total of 37 graduates, or 15.58 per cent of those responding, were employed part-time at the time the questionnaires were returned.

TABLE XXV

NUMBER OF GRADUATES WHO HAVE HELD ONLY PART-TIME  
EMPLOYMENT SINCE GRADUATION FROM HIGH SCHOOL

Year Graduated	Number of Men Graduates Re- sponding To Complete Form	Men Graduated Who Have Held Only Part-time Employ- ment		Number of Women Graduates Re- sponding To Complete Form	Women Graduates Who Have Held Only Part-Time Employ- ment		Number of Graduates Responding To Complete Form	Total Graduates Who Have Held Only Part-Time Employment	
		No.	Per Cent		No.	Per Cent		No.	Per Cent
1946	15	3	3.49	21	0	.00	36	3	1.29
1947	18	3	3.49	35	2	1.36	53	5	2.15
1948	21	3	3.49	42	12	8.16	63	15	6.44
1949	15	4	4.65	29	7	4.76	44	11	4.72
1950	17	8	9.30	20	1	.68	37	9	3.86
Total	86	21	24.42	147	22	14.96	233	43	18.46

This table should be read as follows: From the class of 1946, 15 men responded to the complete form. Three of these men, representing 3.49 per cent of the total responses from men to the complete form, had held only part-time employment. Twenty-one women responded to the complete form and none of these had held only part-time employment. A total of 36 graduates of the 1946 class responded to the complete form and, of these, three, representing 1.29 per cent of all responses, have held only part-time employment.

TABLE XXVI

## NUMBER OF GRADUATES WHO ARE PRESENTLY EMPLOYED ONLY PART-TIME

Year Graduated	Number of Men Graduates Re- sponding To Complete Form		Men Graduates Who Are Presently Em- ployed Part-Time		Number of Women Graduates Re- sponding To Complete Form		Women Graduates Who Are Presently Em- ployed Part-Time		Total Graduates Responding To Complete Form	Total Graduates Who Are Presently Em- ployed Part-Time	
	No.	Per Cent	No.	Per Cent	No.	Per Cent	No.	Per Cent			
1946	15	3	3.49	21	3	2.04	36	6	2.58		
1947	18	2	2.32	35	1	.68	53	3	1.29		
1948	21	4	4.65	42	7	4.76	63	11	4.72		
1949	15	3	3.49	29	6	4.08	44	9	3.86		
1950	17	7	8.14	20	1	.68	37	8	3.43		
Total	86	19	22.09	147	18	12.24	233	37	15.88		

This table should be read as follows: From the class of 1946, 15 men responded to the complete form and three, representing 3.49 per cent of the total men respondents, were employed only part-time at the time the questionnaires were returned. Twenty-one women graduates, responded to the complete form, and three, representing 2.04 per cent of the total number women respondents, were employed only part-time when they returned the questionnaire. A total of 36 responses was received from the class of 1946; and six, representing 3.58 per cent of the total number of respondents to the complete form, were employed part-time at the time of the study.

How many graduates have served in the armed forces and how many were in service at the time of the study? Have the graduates used the business training which they received in high school during their duty with the armed forces? How have they used their business training during their duty with the armed forces? Table XXVII shows the number of men, by class, who have served in the armed forces and the number who were still in service at the time of the study. No women graduates reported that they had been in service. From the class of 1946, twelve, or 80 per cent, of the 15 men graduates for that year who responded to the complete form had been in service; and seven, or 46.66 per cent, of the men responding for 1946 were in service at the time the questionnaires were returned. Thirteen men from the class of 1947, or 72.22 per cent of the eighteen men who responded for that year, had been in service; and eleven, or 61.11 per cent, of the men respondents for 1947 were still in service when they returned the questionnaire. Of the 21 men graduates of 1948 who returned questionnaires, four, or 19.05 per cent, had been in service and three, or 14.24 per cent, were still in service. For the class of 1949, seven, or 36.67 per cent, of the 15 men who responded had been in service; six, or 40 per cent, were in service when the questionnaires were returned. Seventeen men who graduated in 1950 responded to the questionnaire; four, or 23.53 per cent, of these had been in service and were still in service when they responded to the questionnaire.

The total number of responses from the men graduates was 86; forty, or 46.51 per cent, had been in service and 31, or 36.05 per cent, were still in service.

Table XXVIII shows, by years, the number of graduates who have been or are in service at the present time who have used, in their duty with the

TABLE XXVII

NUMBER OF MEN GRADUATES WHO HAVE SERVED IN THE ARMED FORCES  
AND THE NUMBER THAT ARE IN SERVICE AT THE PRESENT TIME

Year Graduated	Number of Men Responding To Complete Form	Men Graduates Who Have Served in the Armed Forces		Men Graduates Who Are Still Service at the Present Time	
		No.	Per Cent	No.	Per Cent
1946	15	12	80.00	7	46.67
1947	18	13	72.22	11	61.11
1948	21	4	19.05	3	14.24
1949	15	7	46.67	6	40.00
1950	17	4	23.53	4	23.53
Total	86	40	46.51	31	36.05

This table should be read as follows: Fifteen men from the class of 1946 responded to the complete form; of these, twelve, or 80.00 per cent, have served in the armed forces and seven, or 46.67 per cent, were still in service at the time of the study.

TABLE XXVIII

NUMBER AND PERCENTAGE OF SERVICE MEN WHO HAVE USED  
HIGH SCHOOL BUSINESS TRAINING WHILE IN SERVICE

Year Graduated	Have Served In Armed Forces		Have Used High School Business Training While in Service	
	No.	No.	No.	Per Cent
1946	12		4	33.33
1947	13		5	38.46
1948	4		1	25.00
1949	7		2	28.57
1950	4		2	50.00
Total	40		14	35.00

This table should be read as follows: Twelve men from the class of 1946 have served in the armed forces, and four, or 33.33 per cent of these, have used high school business training while in service.



armed forces, business training they received in high school. Fourteen of the 40 men graduates who have served in the armed forces have used their high school business training while in service. This is 35 per cent of the men who have served, including those who were in service at the time the questionnaires were returned.

The following comments indicate some of the ways in which the men graduates who have been or are in service have used their business training.

"Typing always comes in handy, even in vehicle maintenance."

"It is necessary in many respects in the work I am now doing--charting, typing, general office work."

"I am a clerk typist."

"As a senior clerk, I am second in charge of an office having seven men and handling administrative matters for approximately 1,000 men."

"I have worked in headquarters as a clerk-typist."

"In the field of administration my business training has helped."

"Typing in various communication work."

"Typing allowed me to go ahead in Radio School. I am presently using it as radio operations supervisor, which requires a lot of typed report."

"I have used typing in my work as a personnel clerk and also as a supply clerk."

"I am now going to a teletype mechanics school and the typing course which I took in Arkadelphia High School comes in mighty handy."

How many graduates were employed full-time at the time of the study?

How many were not employed at the time of the study? Of those who were not employed, how many were seeking employment? Table XXIX shows the number and percentage of men graduates who were employed full-time, the number and

TABLE XXIX

NUMBER AND PERCENTAGE OF MEN GRADUATES EMPLOYED FULL-TIME AT THE TIME OF THE STUDY, NUMBER AND PERCENTAGE WHO WERE NOT EMPLOYED AT THE TIME OF THE STUDY, AND NUMBER AND PERCENTAGE NOT EMPLOYED BUT SEEKING EMPLOYMENT

Year Graduated	Total Number of Men Graduates Responding To Complete Form	Employed Men Graduates		Men Graduates, Not Employed		Men Graduates Not Employed but Seeking Employment	
		No.	Per Cent	No.	Per Cent	No.	Per Cent
1946	15	4	4.65	1	1.16	1	1.16
1947	18	4	4.65	1	1.16	0	.00
1948	21	10	11.63	4	4.65	1	1.16
1949	15	6	6.98	0	.00	0	.00
1950	17	3	3.49	3	3.49	1	1.16
Total	86	27	31.40	9	10.46	3	3.49

This table should be read as follows: Of a total of 15 men graduated for 1946 who responded to the complete questionnaire, four, comprising 4.65 per cent of the total men respondents to the complete questionnaire, were employed at the time of the study.

percentage who were not employed, and the number and percentage who were not employed but were seeking employment at the time of the study. Of the 86 men who responded to the complete form, 27, or 31.40 per cent, were employed full-time in civilian life at the time the questionnaire was returned; nine, or 10.46 per cent, were not employed at all, and three, or 3.49 per cent, were not employed but seeking employment. Table XXVI shows that 19 men were employed only part-time at the time of the study and Table XXVII shows that 31 men were in service at the time they returned the questionnaires. These two groups of men were not considered as unemployed and therefore, they are not included in Table XXIX as either employed full-time or unemployed. Of the number of men graduates who were unemployed, one-third were seeking employment. Those men who were enrolled in school and were not employed part-time while they were enrolled in these educational institutions were considered unemployed.

Table XXX shows the number and percentage of the 147 women respondents to the questionnaire who were employed full-time at the time of the study, the number and percentage who were not employed at the time of the study, and the number and percentage not employed but seeking employment. Seventy women, or 47.69 per cent of the total number who responded were employed neither full-time nor part-time at the time of the study. Table XXVI shows that 18 women graduates were employed part-time at the time of the study. These 18 women were not considered as unemployed and, therefore, are not included in this table as not employed. Of the fifty-nine women not employed, six, representing 4.08 per cent of the total respondents to the complete questionnaire, were seeking employment. Approximately one-tenth of the women not employed were seeking employment.

TABLE XXX

NUMBER AND PERCENTAGE OF WOMEN GRADUATES EMPLOYED FULL-TIME AT THE TIME OF THE STUDY, NUMBER AND PERCENTAGE WHO WERE NOT EMPLOYED AT THE TIME OF THE STUDY, AND NUMBER AND PERCENTAGE NOT EMPLOYED BUT SEEKING EMPLOYMENT

Year Graduated	Total Number of Women Graduates Responding To Complete Form	Employed Women Graduates		Women Graduates, Not Employed		Women Graduates Not Employed But Seeking Employment	
		No.	Per Cent	No.	Per Cent	No.	Per Cent
1946	21	14	9.52	4	2.72	0	.00
1947	35	19	12.93	15	10.20	3	2.04
1948	42	16	10.99	19	12.93	1	.68
1949	29	10	6.80	13	8.84	2	1.36
1950	20	11	7.48	8	5.44	0	.00
Total	147	70	47.69	59	40.13	6	4.08

This table should be read as follows: Of a total of 21 women graduates for 1946 who responded to the complete questionnaire, fourteen, comprising 9.52 per cent of the total women respondents to the complete questionnaire were employed at the time of the study.

Table XXXI shows the number and percentage of all the graduates who were employed full-time at the time of the study, the number and percentage who were not employed and the number and percentage not employed but seeking employment. Two hundred thirty-three graduates responded to the complete form and 97, or 41.63 per cent, held full-time employment when the questionnaires were returned. Sixty-eight, or 24.85 per cent, were neither employed full-time nor part-time, and nine, or 3.87 per cent, were not employed but seeking employment when the questionnaires were returned. Sixty-eight, or 24.85 per cent, were neither employed full-time nor part-time, and nine, or 3.87 per cent, were not employed but seeking employment when the questionnaires were returned. Table XXVI showed that 37 graduates were employed only part-time. Table XXVII showed that 31 men were in service at the time of the study. These graduates were not considered as employed full-time nor as unemployed. The study deals with the civilian employment of graduates; and, therefore, the servicemen have not been included in the study as holding full-time employment. The graduates who were employed only part-time checked the question concerning their present employment status to show that they were employed. Therefore, the investigator believed that to present a complete analysis of the graduates' employment status, separate tables showing those who were employed only part-time at the time of the study and those who were presently in service should be prepared. (See Tables XXVI and XXVII).

The 39 women who were married and did not hold any other employment outside their home and the 51 graduates who were enrolled in school at the time of the study and did hold part-time employment probably account for a large number of graduates who were not employed.

What percentage of the graduates were married? Table XXXII shows the present marital status of the 102 men graduates who responded to either ques-

TABLE XXXI

TOTAL NUMBER AND PERCENTAGE OF GRADUATES EMPLOYED FULL-TIME AT THE TIME OF THE STUDY, NUMBER AND PERCENTAGE OF GRADUATES WHO WERE NOT EMPLOYED AT THE TIME OF THE STUDY, AND NUMBER AND PERCENTAGE NOT EMPLOYED BUT SEEKING EMPLOYMENT

Graduated	Total Number of Graduates Responding To Complete Form	Employed Graduates		Graduates, Not Employed		Graduates Not Employed but Seeking Employment	
		No.	Per Cent	No.	Per Cent	No.	Per Cent
1946	36	18	7.73	5	21.41	1	.43
1947	53	23	9.87	16	6.87	3	1.29
1948	63	26	11.16	23	9.87	2	.86
1949	44	16	6.87	13	5.58	2	.86
1950	37	14	6.01	11	4.72	1	.43
Total	233	97	41.63	68	24.85	9	3.87

This table should be read as follows: Of a total of 36 graduates for 1946 who responded to the complete questionnaire, eighteen, comprising 7.73 per cent of the total respondents to the complete questionnaire, were employed full-time at the time of the study.

TABLE XXXII

MARITAL STATUS OF THE 102 MEN GRADUATES WHO  
RESPONDED TO THE QUESTIONNAIRES

Year Graduated	Total Responses From Men*	Married		Unmarried	
		No.	Per Cent	No.	Per Cent
1946	16	9	8.82	7	6.86
1947	22	8	7.84	14	13.73
1948	26	8	7.84	18	17.65
1949	19	1	.98	18	17.65
1950	19	0	.00	19	18.63
Total	102	26	25.49	76	74.51

\* Includes responses to both complete and short forms of the questionnaire.

This table should be read as follows: Of the 16 men graduates for the year 1946 who responded to the questionnaires, nine are married, these comprise 8.82 per cent of the 102 men respondents.

tionnaire. Twenty-six, or 25.49 per cent, of the men were married; and 76, or 74.51 per cent were unmarried.

Table XXXIII shows the marital status of the 171 women graduates who responded to either questionnaire. Seventy-four, or 43.27 per cent, of the women graduates were married; and ninety-seven, or 56.73 per cent were unmarried. Thus, approximately one-half of the women graduates are married and only about one-fourth of the men are married.

Table XXIV shows the marital status of the 273 graduates who responded to either the short form or the complete form of the questionnaire. One hundred, or 36.63 per cent, of the graduates are married; and 173, or 63.37 per cent, are unmarried.

How many women graduates who are married were employed full-time outside their homes? How many were employed part-time outside their homes? Table XXXV shows the number and percentage of married women graduates who were employed full-time outside their homes and the number and percentage who were employed part-time outside their homes. Twenty-nine married women, comprising 39.18 per cent of the 74 women who are married, were employed full-time outside their homes; and six, comprising 3.11 per cent, were employed part-time outside their homes. A much larger percentage of married women are employed full-time outside their homes than are employed part time outside their homes.



TABLE XXXIII

MARITAL STATUS OF THE 171 WOMEN GRADUATES WHO  
RESPONDED TO THE QUESTIONNAIRES

Year Graduated	Total Responses From Women*	Married		Unmarried	
		No.	Per Cent	No.	Per Cent
1946	24	15	8.77	9	5.26
1947	38	25	14.62	13	7.60
1948	47	17	9.94	30	17.54
1949	37	12	7.02	25	14.62
1950	25	5	2.92	20	11.69
Total	171	74	43.27	97	56.73

\* Included responses to both complete and short forms of the questionnaire.

This table should be read as follows: Of the 24 women graduates for the year 1946, who responded to the questionnaires, 15 are married. These comprise 8.77 per cent of the 171 women respondents.

TABLE XXXIV

MARITAL STATUS OF THE 273 GRADUATES  
RESPONDING TO THE QUESTIONNAIRES

Year Graduated	Total Responses From Graduates*	Married		Unmarried	
		No.	Per Cent	No.	Per Cent
1946	40	24	8.75	16	5.86
1947	60	33	12.05	27	9.89
1948	73	25	9.16	48	17.22
1949	56	13	4.76	43	15.35
1950	44	5	1.83	39	10.62
Total	273	100	36.63	173	63.37

\* Includes responses to both complete and short forms of the questionnaire.

This table should be read as follows: Of the 40 graduates of 1946 who responded to the questionnaires, 24, comprising 8.75 per cent of the 273 respondents, are married.

TABLE XXXV

## PRESENT EMPLOYMENT STATUS OF MARRIED WOMEN GRADUATES

Year Graduated	Number of Married Women Graduates	Number of Married Women Employed Outside Their Homes			
		Full-Time No. Per Cent		Part-Time No. Per Cent	
1946	15	6	8.11	3	4.05
1947	25	15	20.27	1	1.35
1948	17	6	8.11	1	1.35
1949	12	2	2.71	1	1.35
1950	5	0	.00	0	.00
Total	74	29	39.18	6	8.11

This table should be read as follows: Of the 15 women from the class of 1946, who are married, six, comprising 8.11 per cent of the 74 married women graduates, are employed full-time outside their homes; three, comprising 4.05 per cent are employed part-time outside their homes.

## CHAPTER III

AN ANALYSIS OF POST-HIGH SCHOOL EDUCATIONAL TRAINING OF THE  
ARKADELPHIA HIGH SCHOOL GRADUATES FOR THE YEARS 1946 TO 1950,  
INCLUSIVE AND SUGGESTED CURRICULAR REVISIONS

In order that the Arkadelphia High School may organize its curriculum to meet the needs of its students, it is desirable to know how many students continue their education after they graduate. The employment experiences of the Arkadelphia High School graduates were analyzed in Chapter II. This section of the study is an analysis of the post-high school educational experiences of the graduates.

Through determining the experiences of graduates after they leave school, the administration of Arkadelphia High School may gain an insight into the number of graduates who enter the business world without further training and those who continue their education. It is also desirable to know the number of graduates who hold part-time work while they are in educational institutions and the number who secured this work because of business training they received in high school.

Information concerning the number of graduates who received post-high school business training is important. Also included in this section of the study is information concerning the business subjects which the graduates believe would have been of value to them; the number who have used business subjects other than in a vocational way; and comments and criticisms concerning the courses and activities of Arkadelphia High School.

How many Arkadelphia High School graduates continued their education in a college? in a junior college? in a business college? in other types of training? How many months did they attend? Did they graduate? Table XXXVI

TABLE XXXVI

LENGTH OF TIME GRADUATES ATTENDED POST-HIGH SCHOOL EDUCATIONAL INSTITUTIONS AND TYPES OF INSTITUTIONS THEY ATTENDED

Number Of Months Attended	Four-Year College		Junior College		Business College		Trade School		Nurses Training		Graduate School	
	M	W	M	W	M	W	M	W	M	W	M	W
3-6 months	2	10	0	2	0	1	1	1	0	0	0	0
7-12 months	8	3	0	0	0	0	0	0	0	0	0	0
13-18 months	3	5	1	0	0	0	0	0	0	0	0	0
19-24 months	1	2	0	0	0	0	0	0	0	0	0	0
25-36 months	0	0	0	0	0	0	0	0	0	0	0	0
Attending	40	41	0	0	0	1	0	0	0	3	1	1
Graduated	4	10	1	1	1	3	1	3	0	1	0	0
Total	58	71	2	3	1	5	2	4	0	4	1	1

This table should be read as follows: Two men out of the 86 who responded to the complete questionnaire attended college from three to six months.

shows the amount of post-high school training received by the graduates, where this training was received, and the number of months the graduates spent in attendance. Fifty-eight men and seventy-one women attended a four-year college, two men and three women attended a junior college, one man and five women attended a business college, two men and four women attended trade schools, and four women took nurses' training. One man and one woman who have received their degrees from a four-year college were in graduate school working on a higher degree at the time of the study.

Table XXXVII shows the cumulative totals and percentages of graduates who attended a four-year college and the length of time they attended. Two men, or 2.33 per cent, of the 86 men graduates responding to the complete questionnaire, attended a four-year college from three to six months. Fifty-eight men, or 67.44 per cent, of the 86 men who responded to the complete questionnaire, have attended college from three to six months; eight, or 9.30 per cent, have attended from seven to twelve months; three, or 3.49 per cent, have attended from 13 to 18 months; and one, or 1.16 per cent, has attended from 19 to 24 months. Forty men, or 46.51 per cent, of the respondents, were attending college at the time the questionnaires were returned. Four men, or 4.65 per cent, of the men respondents, had graduated from a four-year college.

Seventy-one women, or 48.29 per cent, of the 147 women responding to the complete questionnaire, attended a four-year college. Ten women, or 6.80 per cent of the women responding to the questionnaire, have attended college from three to six months; three, or 2.04 per cent, have attended college from seven to twelve months; five, or 3.40 per cent, have attended college from 13 to 18 months and two, or 1.36 per cent, have attended college from

TABLE XXXVII

CUMULATIVE TOTALS AND PERCENTAGES OF GRADUATES WHO ATTENDED  
A FOUR-YEAR COLLEGE AND THE LENGTH OF TIME THEY ATTENDED

Number of Months Attended	MEN			WOMEN			TOTAL		
	No.	Cumulative Number	Per Cent	No.	Cumulative Number	Per Cent	No.	Cumulative Number	Per Cent
3-6 months	2		2.33	10		6.80	12		5.15
7-12 months	8	10	9.30	3	13	2.04	11	23	4.72
13-18 months	3	13	3.49	5	18	3.40	8	31	3.43
19-24 months	1	14	1.16	2	20	1.36	3	34	1.29
25-36 months	0	14	.00	0	20	.00	0	34	.00
Attending	40	54	46.51	41	61	27.89	81	115	34.76
Graduated	4	58	4.65	10	71	6.80	14	129	6.01
Total	58	58	67.44	71	71	48.29	129	129	55.36

This table should be read as follows: Two men, or 2.33 per cent of the 86 men graduates responding to the complete questionnaire, attended a four-year college from three to six months.

19 to 24 months. Forty-one, or 27.89 per cent, of the women responding to the complete questionnaire were attending college at the time of the study. Ten women, or 6.80 per cent, had graduated from a four-year college.

One hundred twenty-nine Arkadelphia High School graduates have attended a four-year college since graduation from high school. This is 55.36 per cent of the total 233 graduates responding to the complete questionnaire. Eighty-one graduates, or 34.76 per cent, were attending a college at the time of the study and 14, or 6.01 per cent, had graduated from a four-year college.

Because it was not possible to obtain the same amount of information concerning post-high school educational experience from the graduates who returned short forms as it was from those who returned the complete form, separate tabulations have been set up for the information secured from the short forms. Table XXXVIII shows the number and percentage of graduates who returned the short form who have attended post-high school educational institutions, the number and percentage who were attending at the time of the study, and the number who have graduated. Of the 16 men graduates who returned short forms, three, or 18.75 per cent have attended a four-year college; and one, or 6.25 per cent was attending a four-year college at the time of the study. Of the 24 women who returned short forms, three, or 12.50 per cent were attending a four-year college at the time of the study; and two, or 8.33 per cent, had graduated. A total of 40 short forms were returned; six, or 15 per cent, of these respondents have attended a college; six, or 15 per cent, were attending college at the time of the study; and two, or 2.50 per cent have graduated.



TABLE XXXVIII

## POST-HIGH SCHOOL EDUCATION OF SHORT FORM RESPONDENTS

Type of Institution	Men Graduates						Women Graduates						Total Graduates					
	Attended		Now Attending		Graduated		Attended		Now Attending		Graduated		Attended		Now Attending		Graduated	
	No.	Per Cent	No.	Per Cent	No.	Per Cent	No.	Per Cent	No.	Per Cent	No.	Per Cent	No.	Per Cent	No.	Per Cent	No.	Per Cent
College or Univ.	3	18.75	1	6.25	0	.00	3	12.50	5	20.83	2	8.33	6	15.00	7	17.50	2	2.50
Business College	0	.00	0	.00	0	.00	0	.00	0	.00	0	.00	0	.00	0	.00	0	.00
Junior College	0	.00	0	.00	0	.00	1	4.17	0	.00	0	.00	0	.00	0	.00	0	.00
Trade School	0	.00	0	.00	0	.00	0	.00	0	.00	1	4.17	0	.00	0	.00	0	.00
Nurses Training	0	.00	0	.00	0	.00	0	.00	1	4.17	0	.00	0	.00	0	.00	0	.00

This table should be read as follows: Three men, or 18.75 per cent of the 16 men responding to the short form of the questionnaire, attended a college or university.

Table XXXIX shows the major fields of study of the 134 graduates who attended a four-year college or a junior college. Twenty-five, or 41.67 per cent, of the 60 men who attended a college or junior college did not indicate their major field. Of those men who did indicate, eight, or 13.33 per cent, of the men who attended college or junior college, had mathematics as their major field; and five, or 8.33 per cent, had business administration as their major. Nineteen, or 25.68 per cent, of the 74 women who attended college or junior college did not indicate their major field. Of those who indicated, fifteen women, or 20.27 per cent, had home economics as their major field, and seven, or 9.46 per cent, had business administration as their major. Additional details are shown in Table XXXIX.

What business subjects were studied by the graduates after their graduation from high school? Table XL shows the business subjects studied by men graduates who took advanced training after graduation from high school. Of the 84 subject enrollments in business subjects, one, or 1.19 per cent, was in shorthand; twelve men, or 14.29 per cent, were in typewriting; eighteen, or 21.43 per cent, were in economics; four, or 4.76 per cent, were in salesmanship; sixteen, or 19.05 per cent, were in bookkeeping or accounting; six, or 7.14 per cent, were in business law; nine, or 10.71 per cent, were in business English; fifteen, or 17.86 per cent, were in business math; two, or 2.38 per cent, were in clerical practice; and one, or 1.19 per cent, was in office machines.

Table XLI shows the business subjects studied by women graduates who took advanced training after graduation from high school. Of the total 143 subject enrollments, 32, or 22.38 per cent, were in shorthand; twenty-eight, or 19.58 per cent, were in typewriting; twenty-two, or 15.38 per cent, were

TABLE XXXIX

MAJOR FIELDS OF STUDY OF GRADUATES WHO ATTENDED A  
FOUR-YEAR COLLEGE OR JUNIOR COLLEGE

Major Fields	Men Graduates		Women Graduates		Total Graduates	
	No.	Per Cent	No.	Per Cent	No.	Per Cent
Agriculture	1	1.67			1	.75
Airline Traffic			1	1.35	1	.75
Art			1	1.35	1	.75
Bacteriology			1	1.35	1	.75
Biology	2	3.33	3	4.05	5	5.73
Business Administration	5	8.33	7	9.46	12	8.96
Business Education	1	1.67	3	4.05	4	2.99
Civil Engineering	1	1.67			1	.75
Chemistry	1	1.67	2	2.70	3	2.24
Economics	2	3.33			2	1.50
Education			8	10.81	8	5.96
English			3	4.05	3	2.24
Forestry	1	1.67			1	.75
Geology	1	1.67			1	.75
History	2	3.33	1	1.35	3	2.24
Home Economics			15	20.27	15	11.19
Journalism	1	1.67			1	.75
Marketing	1	1.67	1	1.67	2	1.50
Mathematics	8	13.33	3	4.05	11	8.21
Personnel and Industrial Psychology	1	1.67			1	.75
Physical Education	1	1.67			1	.75
Piano			1	1.35	1	.75
Pre-Med	1	1.67			1	.75
Psychology	1	1.67			1	.75
Public School Music	2	3.33	1	1.35	3	2.24
General Science			1	1.35	1	.75
Speech	1	1.67	3	4.05	4	2.99
Zoology	1	1.67			1	.75
Not Indicated	25	41.67	19	25.68	44	32.84
<b>Total</b>	<b>60</b>	<b>100.00</b>	<b>74</b>	<b>100.00</b>	<b>134</b>	<b>100.00</b>

This table should be read as follows: One women, or 1.35 per cent of the total women graduates who attended college or junior college, majored in airline traffic.

TABLE XL

BUSINESS SUBJECTS STUDIED BY MEN GRADUATES WHO  
TOOK POST-HIGH SCHOOL EDUCATIONAL TRAINING

Business Course	Number of Men Graduates, By Year of Graduation					Total	
	1946	1947	1948	1949	1950	No.	Per Cent
Shorthand	0	0	1	0	0	1	1.19
Typewriting	5	2	3	1	1	12	14.29
Economics	6	4	7	1	0	18	21.43
Salesmanship	3	1	0	0	0	4	4.76
Bookkeeping or Accounting	5	3	6	2	0	16	19.05
Business Law	2	1	3	0	0	6	7.14
Business English	2	3	2	2	0	9	10.71
Business Math	1	3	5	2	4	15	17.86
Clerical Practice	0	1	1	0	0	2	2.38
Office Machines	0	0	1	0	0	1	1.19
Total	24	18	29	8	5	84	100.00

This table should be read as follows: None of the 1946 men graduates who took advanced training after graduation from high school studied shorthand.

TABLE XLI

BUSINESS SUBJECTS STUDIED BY WOMEN GRADUATES WHO  
TOOK POST-HIGH SCHOOL EDUCATIONAL TRAINING

Business Course	Number of Women Graduates, By Year of Graduation					Total	
	1946	1947	1948	1949	1950	No.	Per Cent
Shorthand	6	8	9	6	3	32	22.38
Typewriting	4	8	9	6	1	28	19.58
Economics	4	6	8	3	1	22	15.38
Salesmanship	1	0	1	0	1	3	2.10
Bookkeeping or Accounting	2	5	4	2	1	14	9.79
Business Law	2	0	4	1	1	7	4.90
Business English	1	2	5	2	1	11	7.69
Business Math	2	3	5	0	1	11	7.69
Clerical Practice	2	1	4	0	1	8	5.59
Office Machines	1	2	3	0	1	7	4.90
Total	25	35	52	19	12	143	100.00

This table should be read as follows: Six of the 1946 graduates who took advanced training after graduation from high school studied shorthand.

in economics; three, or 2.10 per cent, were in salesmanship; fourteen, or 9.79 per cent, were in bookkeeping or accounting; seven, or 4.90 per cent, were in business law; eleven, or 7.69 per cent, were in business English; eleven, or 7.69 per cent, were in business math; eight, or 5.59 per cent, were in clerical practice; and seven, or 4.90 per cent, were in office machines.

Table XLIII shows the business subjects studied by all graduates who took advanced training after graduation from high school. Of the 227 subject enrollments in business subjects for all graduates who took advanced training in business subjects, thirty-three, or 14.54 per cent, were in shorthand; forty, or 17.62 per cent, were in typewriting; forty, or 17.62 per cent, were in economics; seven, or 3.08 per cent, were in salesmanship; thirty, or 13.21 per cent, were in bookkeeping or accounting; thirteen, or 5.73 per cent, were in business law; twenty, or 8.81 per cent, were in business English; twenty-six, or 11.45 per cent, were in business math; ten, or 4.41 per cent, were in clerical practice; and eight, or 3.53 per cent, were in office machines.

What percentage of the graduates who attended college or other schools after graduation, received part-time employment while in school? What types of work did they do? Did their high school training aid them in securing part-time employment? Table XLVIII shows the number of graduates who attended a four-year college or a junior college and the number and percentage who worked part-time while attending college. Of the sixty men who attended college or junior college, forty-three, or 71.67 per cent, worked part-time. Of the seventy-four women who attended college or junior college, thirty-seven, or 50 per cent, were employed part-time. One hundred thirty-four graduates attended a four-year or a junior college; eighty, or 59.70 per cent, held part-time employment during their attendance.

TABLE XLII

BUSINESS SUBJECTS STUDIED BY ALL GRADUATES WHO TOOK  
POST-HIGH SCHOOL EDUCATIONAL TRAINING

Business Course	Number of Graduates, By Year of Graduation					Total	
	1946	1947	1948	1949	1950	No.	Per Cent
Shorthand	6	8	10	6	3	33	14.54
Typewriting	9	10	12	7	2	40	17.62
Economics	10	10	15	4	1	40	17.62
Salesmanship	4	1	1	0	1	7	3.08
Bookkeeping or Accounting	7	8	10	4	1	30	13.21
Business Law	4	1	7	0	1	13	5.73
Business English	3	5	7	4	1	20	8.81
Business Math	3	6	10	2	5	26	11.45
Clerical Practice	2	2	5	0	1	10	4.41
Office Machines	1	2	4	0	1	8	3.53
Total	49	53	81	27	17	227	100.00

This table should be read as follows: Six of the 1946 graduates who took advanced training after graduation from high school studied shorthand.

TABLE XLIII

NUMBER AND PERCENTAGE OF GRADUATES WHO ATTENDED  
A FOUR-YEAR COLLEGE OR JUNIOR COLLEGE AND WORKED  
PART-TIME WHILE ATTENDING COLLEGE

Graduates	Number of Graduates Who Attended a Four- Year College or Junior College	Number and Percentage of Graduates Who Worked Part-Time While Attending College	
		No.	Per Cent
Men	60	43	71.67
Women	74	37	50.00
Total	134	80	59.70

This table should be read as follows: Of the sixty men graduates who attended a four-year college or junior college, 43, or 71.67 per cent, worked part-time while attending college.

Table XLIV shows the types of work performed by graduates on part-time jobs held while attending a four-year college or a junior college. One man, or 2.33 per cent, of the men who held part-time employment while attending college, was employed as a clerk-typist and one man, or 2.33 per cent, was employed as a bookkeeper. The remainder of the men were not employed in jobs as closely related to high school business training as these two. Six women, or 16.22 per cent of the women who held part-time employment while attending college, were employed in secretarial work. Five women, or 13.51 per cent, were employed as bookkeepers; and five, or 13.51 per cent, were employed as clerk-typists. Sixteen women graduates, or 43.51 per cent, of the thirty-seven women who held part-time employment while attending college, were employed in part-time jobs requiring business training.



TABLE XLIV

TYPES OF WORK PERFORMED BY GRADUATES ON PART-TIME JOBS HELD BY GRADUATES WHILE ATTENDING A FOUR-YEAR COLLEGE OR A JUNIOR COLLEGE

	Men Graduates		Women Graduates		Total Graduates	
	No.	Per Cent	No.	Per Cent	No.	Per Cent
Accounts Collector	1	2.33			1	1.25
Assistant Publicity Director			1	2.70	1	1.25
Billing Clerk	1	2.33			1	1.25
Bookkeeper	1	2.33	5	13.51	6	7.50
Butcher	1	2.33			1	1.25
Cashier			1	2.70	1	1.25
Choir Director	1	2.33			1	1.25
Cleaning & Pressing	1	2.33			1	1.25
Clerk-Typist	1	2.33	5	13.51	6	7.50
Commercial Photography	2	4.65			2	2.50
Fountain Clerk			1	2.70	1	1.25
Horticulturist	1	2.33			1	1.25
Ice Cream Manufacturing	1	2.33			1	1.25
Kindergarten Instructor			1	2.70	1	1.25
Lab Assistant			1	2.70	1	1.25
Library Work	1	2.33	3	8.11	4	5.00
Linotype Operator	1	2.33			1	1.25
Mail Clerk	1	2.33			1	1.25
Mechanics Assistant	1	2.33			1	1.25
Messenger Boy	1	2.33			1	1.25
Piano Teacher			1	2.70	1	1.25
Radio Announcer	1	2.33			1	1.25
Sales Clerk	10	23.26	9	24.35	19	23.75
Salesman	2	4.65			2	2.50
Secretarial			6	16.22	6	7.50
School Bus Driver	3	6.98			3	3.75
Service Station Attendant	4	9.30			4	5.00
Stock Clerk	4	9.30			4	5.00
Telegraph Operator			1	2.70	1	1.25
Teletype Editor	1	2.33			1	1.25
Truck Driver	2	4.65			2	2.50
Waitress			2	5.41	2	2.50
<b>Total</b>	<b>43</b>	<b>100.00</b>	<b>37</b>	<b>100.00</b>	<b>80</b>	<b>100.00</b>

This table should be read as follows: One man graduate, or 2.33 per cent of the men graduates who held part-time employment while attending college, worked as an accounts collector on his part-time job.

Table XLV shows the number of graduates who had held part-time employment while attending college and the number and percentage of these graduates who believed their high school training had helped or had not helped them in securing this part-time employment. Twelve men, or 27.91 per cent, of the 43 men who had held employment, believed their high school business training had aided them in securing the part-time employment; thirty-one, or 72.09 per cent, did not believe their high school training had aided them in securing the employment. Fifteen women, or 40.54 per cent of the 37 women who had held part-time employment while attending college, believed their high school business training had aided them in securing their part-time employment; twenty-two, or 59.46 per cent, did not believe it had helped them in securing their jobs. Eighty graduates had held part-time employment while attending college; twenty-seven, or 33.75 per cent, believed high school business training had aided them in securing their jobs and 53, or 66.25 per cent, did not believe high school business training had helped them in securing their employment.

What business courses were studied in high school by the graduates who have held employment and of how much value have these courses been to them in the jobs they have held? Table XLVI shows the business courses studied in high school which the 198 graduates who had held either part-time or full-time employment believe were of great value, some value, or little or no value to them on the jobs they had held. More graduates had studied typewriting than any other business subject. One hundred eighty-five graduates had studied typewriting and 63, or 34.05 per cent, thought it had been of great value to them on the jobs they had held; forty-three, or 23.25 per cent, thought it had been of some value to them; and 79, or 42.70 per cent, thought it had been of little or no value to them. It may

TABLE XLV

NUMBER AND PERCENTAGE OF GRADUATES WHO HAD HELD PART-TIME EMPLOYMENT WHILE IN COLLEGE OR JUNIOR COLLEGE WHO BELIEVE HIGH SCHOOL BUSINESS TRAINING HAD HELPED OR HAD NOT HELPED THEM IN SECURING EMPLOYMENT

Graduates	Total Number Who Had Worked Part-Time While Attending College	Number and Percentage Who Believe Training Received in High School Had or Had Not Helped Them to Secure A Part-Time Job While Attending College			
		No.	Helped Per Cent	No.	Did Not Help Per Cent
Men	43	12	27.91	31	72.09
Women	37	15	40.54	22	59.26
Total	80	27	33.75	53	66.25

This table should be read as follows: Forty-three men had held part-time employment while attending college; twelve of these, or 27.91 per cent, believed high school business training had helped them obtain employment; thirty-one, or 72.09 per cent, did not believe high school business training had helped them obtain employment.

TABLE XLVI

BUSINESS COURSES STUDIED IN HIGH SCHOOL BY THE 198<sup>1</sup> GRADUATES WHICH THEY BELIEVE HAVE BEEN OF GREAT VALUE, SOME VALUE, OR LITTLE OR NO VALUE TO THEM IN THEIR EMPLOYMENT

	Total Number of Times Course Was Mentioned	Great Value		Some Value		Little or No Value	
		No.	Per Cent of Total Mentions	No.	Per Cent of Total Mentions	No.	Per Cent of Total Mentions
Typewriting	185	63	34.05	43	23.25	79	42.70
Shorthand	82	12	14.63	37	45.13	33	40.24
Bookkeeping	48	24	50.00	17	35.42	7	14.58
Business Math	36	17	47.22	13	36.11	6	16.67
Salesmanship	15	7	46.67	3	20.00	5	33.33
Total	366	123	33.61	113	30.87	130	35.52

<sup>1</sup> This is the total number of graduates who have held either part-time or full-time employment.

This table should be read as follows: Typewriting was mentioned 185 times by the graduates; it was mentioned as having been of great value on the jobs they had held by 63, or 34.05 per cent of the graduates who have been employed.

be noticed from the data shown in Table XLVI that bookkeeping was believed to have been of great value to twenty-four graduates, or 50 per cent, of the 48 graduates who had studied it; seventeen, or 35.42 per cent, thought bookkeeping had been of some value to them; and six, or 16.67 per cent, thought it had been of little or no value to them. It is believed that the amount of value bookkeeping had had to the graduates on their jobs may be accounted for by the number of graduates who have held jobs as bookkeepers.

The graduates who studied business courses while in high school and who had held employment since graduation from high school mentioned business subject values in their jobs a total of 366 times. The 366 mentions may be divided as follows: great value, 123, or 33.61 per cent; some value, 113, or 30.87 per cent; little or no value, 130, or 35.52 per cent. Graduates mentioned business subjects as being of great value to them approximately the same number of times that they mentioned them as being of little or no value to them in the jobs they had held. This section of the study proved to be a little doubtful as to the interpretation of the question by the graduates. Some graduates stated that the skill subjects, shorthand and typewriting, had been of great value to them on their jobs when it was evident from the employment record of these graduates that they had not held jobs in which the skill subjects would have been of great value to them.

What subjects not studied in high school, or not offered in the Arkadelphia High School, do the graduates believe would have been of value to them? Table XLVII lists the business subjects not studied or not offered in the Arkadelphia High School which the graduates believe would have been of value to them. The graduates listed various subjects from fields outside of the business curriculum; however, for this study, only business subjects

TABLE XLVII

BUSINESS COURSES NOT STUDIED BY THE GRADUATES OR  
NOT OFFERED BY THE ARKADELPHIA HIGH SCHOOL WHICH  
THE GRADUATES BELIEVE WOULD HAVE HELPED THEM

Business Course	Men No.	Women No.	Total No.
Bookkeeping	8	30	38
Shorthand I	3	17	20
Shorthand II	0	9	9
Business Math	4	11	15
Office Machine	2	9	11
Salesmanship	2	6	8
Clerical Practice	0	6	6
Typing I	5	0	5
Typing II	1	3	4
Economics	1	1	2
Business English	0	2	2
Business Law	0	1	1
Business Psychology	0	1	1
Commercial Banking	1	0	1

This table should be read as follows: Eight men believed bookkeeping would have been of value to them if they had taken it.

listed by the graduates are included in the table. Some of the business subjects listed by the graduates have not been offered by the Arkadelphia High School.

Eight men and thirty women thought bookkeeping would have been of value to them; three men and 17 women thought shorthand would have been of value to them; nine women thought shorthand II would have been of value to them; two men and six women thought salesmanship would have been of value to them; four men and eleven women thought business math would have been of value to them; two men and nine women thought an office machines course would have been of value to them; six women thought clerical practice would have been of value to them; five men thought typing I would have been of value to them; and one man and three women thought typing II would have been of value to them. The remaining business subjects listed in Table XLVII were mentioned by only one or two graduates each. From these data it is evident that graduates realize that the business curriculum of the Arkadelphia High School should be broadened to include subjects other than typewriting, shorthand, bookkeeping, and business mathematics. The salesmanship course which is offered occasionally is a short course sponsored by the Arkansas Vocational Education Department. Therefore, only the four business subjects mentioned are regularly offered by Arkadelphia High School.

How many graduates have used business training in other than a vocational way? Table XLVIII shows the number of graduates responding to the complete form who have been enrolled in one or more business subjects and the number and percentage of the graduates who have used their business training in other than a vocational way. Eighty-four men graduates have taken business subjects and 15, or 17.62 per cent, have used high school business training in other

TABLE XLVIII

NUMBER AND PERCENTAGE OF GRADUATES WHO HAVE USED  
BUSINESS SUBJECTS IN OTHER THAN A VOCATIONAL WAY

Graduates	Number of Graduates Who Have Taken Business Subjects	Graduates Who Have Used Their Business Training In Other Than a Vocational Way	
		No.	Per Cent
Men	84	15	17.62
Women	146	40	27.33
Total	230	55	19.57

This table should be read as follows: Of the 84 men who have taken one or more business subjects in high school, 15, or 17.62 per cent have used these subjects in other than a vocational way.



than a vocational way. One hundred forty-six women graduates have been enrolled in one or more business subjects; and forty of these women, or 27.33 percent, have used high school business training in other than a vocational way. Two hundred thirty graduates have taken business subjects; and fifty-five, or 19.57 per cent, have used their business training in other than a vocational way. These data indicate that the business subjects taken in high school do not have personal-use value to a large number of graduates.

Graduates were asked to tell how they have used their business training in a non-vocational way. The following are typical comments made by the graduates:

"My knowledge of typewriting has helped me personally in writing term papers, newspaper articles, etc."

"Typing aids me in personal correspondence."

"I have been able to help my husband by taking dictation and typing for his courses in college."

"I have helped put out a church paper."

"My knowledge of business math has helped me add columns and 'just plain' numbers quicker."

"I have done stenciling and other personal typewriting for myself and for other people."

"Being able to say that I could type and take shorthand has helped me get jobs that I don't think I would have gotten otherwise, even though I was never called on to do either after I got the job."

"All the math subjects and bookkeeping have been helpful in running a home--planning budgets; figuring expense of purchases other than listed retail selling price, such as percentage of sales tax, interest on installment buying, etc."

What comments or criticisms do the graduates offer in regard to the curriculum? Graduates were invited to offer criticisms and comments in regard to the curriculum of Arkadelphia High School. The graduates offered comments and criticisms concerning the various phases of the curriculum; however, for this study, those comments and criticisms pertaining to the business training have been considered. The following are typical examples of comments and criticism offered in regard to the business curriculum:

"Though I had only the basic courses in business, they are extremely valuable to me. Even one year is helpful if there is opportunity for continual use and practice. The courses were well taught and I have been able to obtain employment and have used my business training in several jobs."

"I feel that the courses that I took were very well taught as I have been able to hold my own in the business world only on what I learned while in Arkadelphia High School."

"All my business training has helped me because it was practical."

"A broader field of business courses should be offered. Such courses as shorthand and typewriting pertain more to the girls. If there were more courses in salesmanship, retail selling, business mathematics, etc. it would be much better for the boys."

"As far as business courses are concerned, I think the courses given in Arkadelphia High School are much more limited than in other schools. A machines course would have been a great help to men, as well as a secretarial training course. Practice in all the office procedures such as transcribing shorthand notes, filing, etc. would have been a great help to men."

"Because of the required courses, students are limited in their choice of subjects and are not able to take enough business subjects to enable them

to secure positions they would have otherwise been able to get if more business training had been available."

"Not enough dictation and transcription was given in shorthand class to enable me to successfully hold a job requiring the use of this."

"Practical use of various office machines and their operations should be included in the high school curriculum."

"Direct experience with local firms would help: Men from several selected business firms could lecture to the classes; and students could be on call during free periods to work for local businessmen, thereby gaining practical experience in their field."

"Particular attention should be paid to the students' abilities and his plans for work after graduation. Then faculty members could better plan a list of courses which would be most beneficial to him."

CHAPTER IV

FINDINGS, CONCLUSIONS, AND RECOMMENDATIONS

Findings

How many graduates have held full-time employment since graduation from high school? One hundred fifty-five of the total 233 graduates responding to the complete form have held full-time employment for at least three months during civilian life. The total number of graduates who have held full-time employment includes 58, or 67.44 per cent, of the men and 97, or 65.98 per cent of the women.

What was the length of time between graduation from high school and initial full-time employment? Twenty-six men, or 44.83 per cent of the total men graduates who have held full-time employment, received their initial employment within three months after graduation. Eight, or 13.79 per cent of the men graduates who have held full-time employment, received their initial employment within four to seven months; five, or 8.62 per cent, obtained initial employment within eight to eleven months; ten, or 17.24 per cent, obtained initial employment within twelve to eighteen months; and four, or 6.90 per cent, obtained initial employment within nineteen to twenty-four months. For the remaining five, the length of time from graduation to initial full-time employment was in excess of twenty-four months.

Fifty-two, or 53.61 per cent, of the women who have held full-time employment obtained their initial job within three months after high school graduation. Eleven, or 11.34 per cent, were initially employed within four to seven months; eight, or 3.25 per cent, were employed within eight to eleven months; thirteen, or 13.40 per cent, were employed within twelve to eighteen months; and four, or 4.12 per cent, were employed within nineteen to twenty-four months. For the remaining nine, the length of time from graduation to

initial full-time employment was more than twenty-four months.

The majority of the graduates who have held full-time employment since graduation from high school received their initial employment within three months after their graduation. Seventy-eight, or 50.32 per cent, were initially employed by September of the year they graduated. Nineteen, or 12.26 per cent, were employed full-time within four to seven months; thirteen, or 8.39 per cent, were employed full-time within eight to eleven months; twenty-three, or 14.84 per cent, were employed full-time within twelve to eighteen months; and eight or 5.16 per cent, were employed full-time within nineteen to twenty-four months. The remainder received their initial full-time employment more than twenty-four months after they graduated. By the end of eighteen months, 85.82 per cent of the graduates who secured full-time jobs had been employed.

In what types of firms did the students receive their first full-time jobs? Eight men, or 13.78 per cent of the 58 men who have held full-time employment, were employed by a construction company. Five, or 8.62 per cent, of the men who have held full-time employment were initially employed by grocery stores; five, or 8.62 per cent, were employed by service stations; five, or 8.62 per cent, were employed by lumber companies; and three or 5.17 per cent, were employed by plumbing establishments.

Twenty, or 20.62 per cent, of the 97 women who have held full-time employment received their initial full-time employment in a garment factory. Ten, or 10.31 per cent, were initially employed full-time by school systems; nine, or 9.28 per cent, by variety stores; seven, or 7.22 per cent, by the telephone company; five, or 5.16 per cent, by banks; five, or 5.16 per cent, by department stores; and five, or 5.16 per cent, by drug stores.

How long did the graduate remain with his first full-time job? Twenty-six men, or 44.83 per cent of the 58 men who have held full-time employment, remained on their initial job for from three to five months. Seventeen, or 29.31 per cent, held their initial full-time job from six to eleven months; six, or 10.35 per cent, from twelve to twenty-three months; five, or 8.62 per cent, from twenty-four to thirty-five months; two, or 3.45 per cent, from thirty-six to forty-seven months; and two, or 3.45 per cent, forty-eight months or longer.

Twenty-five, or 25.77 per cent, of the 97 women graduates who have held full-time employment were employed from three to five months on their initial full-time job. Thirty-nine, or 40.21 per cent, held their first full-time job from six to eleven months; seventeen, or 17.53 per cent, from twelve to twenty-three months; ten, or 10.31 per cent, from twenty-four to thirty-five months; four, or 4.12 per cent, from thirty-six to forty-eight months; and two, or 2.06 per cent, for forty-eight months or longer.

Fifty-one, or 32.90 per cent, of the one hundred fifty-five graduates who have held full-time employment were employed from three to five months on their initial full-time job. Fifty-six, or 36.13 per cent, held initial full-time employment from six to eleven months; fifteen, or 9.68 per cent, from twenty-four to thirty-five months; six, or 3.87 per cent, from thirty-six to forty-seven months; and four, or 2.58 per cent, for forty-eight months or longer.

What were the graduate's duties on his first full-time job? Seven, or 12.07 per cent, of the ninety-seven men who have held full-time employment were initially employed as construction workers; seven, or 12.07 per cent, were employed as stock clerks; five, or 8.62 per cent, were employed as

truck drivers; four, or 6.89 per cent, were employed as machine operators; and three, or 5.17 per cent, were employed as sales clerks.

Fifteen, or 15.46 per cent, of the 97 women graduates who have held full-time employment were initially employed as machine operators. Fourteen women, or 14.43 per cent, were initially employed as bookkeepers; twelve, or 12.37 per cent, as sales clerks; eleven, or 11.34 per cent, as secretaries; eight, or 8.25 per cent, as teachers; four, or 4.12 per cent, as clerk-typists; four, or 4.12 per cent, as fountain clerks; and three, or 3.09 per cent, as cashiers.

During the past five years, what types of jobs have been held by the graduates in all full-time employment? There was a total of 95 different jobs listed by the 58 men graduates who have held full-time employment. The 97 women who have held full-time employment listed a total of 177 different jobs. A total of 272 different full-time jobs have been held by all graduates who have been employed in one or more full-time jobs since graduation from high school.

Fourteen, or 17.74 per cent, of the jobs that have been held by men graduates have been jobs as construction workers. Eight, or 8.42 per cent, of the jobs that have been held by men graduates have been jobs as service station attendants. Seven, or 7.37 per cent, have been jobs as stock clerks; seven, or 7.37 per cent, have been jobs as machine operators; seven, or 7.37 per cent, have been jobs as truck drivers; five, or 5.26 per cent, have been jobs as sales clerks; and three, or 3.16 per cent, have been jobs as store managers.

Twenty-six, or 14.68 per cent, of the jobs that have been held by the women graduates have been jobs as secretaries. Twenty-three, or 12.98 per cent, have been jobs as sales clerks; nineteen, or 10.73 per cent, have been jobs as bookkeepers; eleven, or 6.22 per cent, have been teaching positions;

eight, or 4.52 per cent, have been jobs as telephone operators; six, or 3.38 per cent, have been jobs as fountain clerks; five, or 2.82 per cent, have been jobs as inspectors in garment factories; four, or 2.25 per cent, have been jobs as cashiers; and four, or 2.25 per cent, have been jobs as receptionists.

Twenty-eight, or 10.30 per cent, of the 272 jobs that were listed by all the graduates have been jobs as sales clerks; twenty-eight, or 10.30 per cent, have been jobs as machine operators; twenty-six, or 9.60 per cent, have been jobs as secretaries; twenty-one, or 7.72 per cent, have been jobs as bookkeepers; and fourteen, or 5.14 per cent, have been jobs as construction workers.

In what types of firms were the graduates employed at the time the questionnaires were returned? Only three men graduates responding to the complete questionnaires were employed in a construction company, this is 3.70 per cent of the twenty-seven men who were employed at the time the questionnaires were returned. Nineteen, or 27.14 per cent, of the seventy employed women were working in garment factories; eleven, or 15.71 per cent, were employed by school systems; three, or 4.28 per cent, were employed in department stores; and three, or 4.28 per cent, were employed in hospitals.

What types of work were the graduates doing at the time the questionnaires were returned? Of the twenty-seven full-time employed men, three, or 11.11 per cent, were employed as construction workers; and three, or 11.11 per cent, were farmers. Of the full-time employed women, 16, or 22.86 per cent, were employed as machine operators. Ten women, or 14.29 per cent, were employed as secretaries; ten, or 14.29 per cent, were employed as teachers; seven, or 10 per cent, were employed as bookkeepers; six, or 8.56 per cent,



were employed as telephone operators; five, or 7.14 per cent, were employed as sales clerks; and three, or 4.28 per cent, were employed as typists.

What is the average number of months the graduates have remained on all the full-time jobs held since graduation from high school? Twenty-one, or 36.21 per cent, of the men graduates who have held one or more full-time jobs during civilian life, have remained on all their jobs an average of three to five months. Nineteen men, or 32.76 per cent, have remained on all their jobs from six to eleven months; ten men, or 17.24 per cent, from 12 to 23 months; five men, or 8.62 per cent, from 24 to 35 months; one man, or 1.72 per cent, from 36 to 47 months; and two men, or 3.45 per cent, for 48 months or longer.

Nineteen women, or 19.59 per cent of the women who have held full-time employment, have remained an average of from six to eleven months on their jobs; twenty-one or 21.65 per cent, from 12 to 23 months; thirteen, or 13.40 per cent, from 24 to 35 months; three, or 3.09 per cent, from 36 to 47 months; and two, or 2.06 per cent, for 48 months or longer.

Forty graduates, or 25.80 per cent of all the graduates who have held full-time employment, have remained an average of from three to five months on all the jobs they have held. Fifty-eight, or 37.42 per cent, of the graduates, have remained on their jobs from six to eleven months; thirty-one, or 20 per cent, have worked from 12 to 23 months; eighteen, or 11.62 per cent, have worked from 24 to 35 months; four, or 2.58 per cent, have held their jobs from 36 to 47 months; and four, or 2.58 per cent, have remained on their jobs an average of 48 months or longer. Ninety-eight graduates, or 63.22 per cent, have remained on their full-time jobs for an average of less than a year.

What were some of the major duties which graduates have performed on all the jobs they have held since graduation from high school? The graduates were asked to check duties which they have performed on all jobs they have held since graduation from high school. The graduates mentioned these duties as being performed a total of 796 times. The 796 mentions may be divided as follows: typed straight copy, 86, or 10.80 per cent of the total mentions; typed legal copy, 42, or 5.29 per cent; received business callers, 75, or 9.43 per cent; did filing, 86, or 10.80 per cent; handled mail, 78, or 9.80 per cent, prepared payrolls, 41, or 5.16 per cent, kept books, 64, or 8.04 per cent; typed from shorthand notes, 26, or 3.27 per cent; answered telephone, 120, or 16.33 per cent; and sold goods, 94, or 11.81 per cent.

What types of business machines have been used by the graduates on all the jobs they have held? The typewriter received 47, or 29.40 per cent, of the total 178 mentions of machines used by graduates; the adding machine, 60, or 33.71 per cent; the teletype machine, four, or 2.25 per cent, the calculator or comptometer, 24, or 13.48 per cent; the dictaphone, six, or 3.37 per cent; the bookkeeping machine, eight, or 4.49 per cent; the check writer, three, or 1.69 per cent; the mimeograph machine, 13, or 7.30 per cent; the ditto, five, or 2.81 per cent; and the addressograph, four, or 2.25 per cent. The card mimeograph machine, the billing machine, the varityper, and the punch card machine each received one, or .56 per cent, of the mentions.

How many graduates secured initial full-time employment in Arkadelphia? Thirty-seven men and sixty-nine women comprise the total of 106 graduates who received initial full-time employment in Arkadelphia. Of the 155 graduates who have been employed since graduation from high school, 106, or 68.39 per cent, received initial employment in Arkadelphia.

How many graduates were employed full-time in Arkadelphia at the time the questionnaire was returned? Out of the 155 graduates who have held full-time employment, 52, or 33.55 per cent, were employed in Arkadelphia at the time of the study. The 52 who were employed in Arkadelphia at the time of the study constitute 53.61 per cent of the 97 graduates who were employed full-time at the time of the study.

How many graduates have held only part-time employment since graduation from high school? Of the 86 men who responded to the complete form, 21, or 24.42 per cent, have held only part-time employment. Of the 147 women graduates responding, 22, or 14.96 per cent have held only part-time employment. The total of responses to the complete questionnaire was 233 and of this number, 43, or 18.46 per cent, showed that the respondents have been employed in part-time jobs only.

How many graduates were employed only part-time at the time of this study? Nineteen men graduates, or 22.09 per cent of the 86 men responding to the complete form, were employed part-time at the time of the study. Eighteen women, or 12.24 per cent of the 147 women responding to the complete form, were employed part-time at the time of the study; and a total of 37 graduates, or 11.59 per cent of those responding, were employed part-time at the time the questionnaires were returned.

How many graduates have served in the armed forces and how many were in service at the time of the study? Have the graduates used the business training which they received in high school during their duty with the armed forces? How have they used their business training during their duty with the armed forces? The total number of responses from the men graduates was 86, forty, or 46.51 per cent, had been in service and 31, or 36.05 per cent, were still in service. Fourteen of the 40 men graduates who have served in the armed forces have used their high school business training while in service. This

is 35 per cent of the men who have served, including those who were in service at the time the questionnaires were returned. Graduates indicated that they had used high school business training as clerk-typists, clerks, radio operations supervisors, and as a teletype mechanic.

How many graduates were employed full-time at the time of the study?  
How many were not employed at the time of the study? Of those who were not employed, how many were seeking employment? Of the 86 men who responded to the complete form, 27, or 31.40 per cent, were employed full-time in civilian life at the time the questionnaire was returned; nine, or 10.46 per cent were not employed at all, and three, or 3.49 per cent, were not employed but seeking employment. Seventy women, or 47.69 per cent, of the 147 women graduates responding to the complete form, were employed full-time when the questionnaires were returned. Fifty-nine, or 40.13 per cent, of the total number who responded were neither employed full-time nor part-time at the time of the study. Two hundred thirty-three graduates responded to the complete form and 97, or 41.63 per cent, held full-time employment when the questionnaires were returned. Sixty-eight, or 24.85 per cent, were neither employed full-time nor part-time and nine, or 3.87 per cent, were not employed but seeking employment when the questionnaires were returned.

What percentage of the graduates were married? Twenty-six, or 25.49 per cent, of the 102 men graduates responding to either the complete questionnaire or the short questionnaire form were married; and 76, or 74.51 per cent, were unmarried. Seventy-four, or 43.27 per cent, of the 171 women graduates responding to either the complete questionnaire or the short questionnaire form were married; and ninety-seven, or 56.73 per cent, were unmarried. Approximately

one half of the women graduates are married and only about one-fourth of the men are married. Two hundred seventy-three graduates responded to either the short form or the complete form of the questionnaire. One hundred, or 36.63 per cent, of all these respondents are married; and 173, or 63.36 per cent, are unmarried.

How many women graduates who are married were employed full-time outside their homes? How many were employed part-time outside their homes? Twenty-nine married women, comprising 39.18 per cent of the 74 women who are married, were employed full-time outside their homes; and six, comprising 8.11 per cent, were employed part-time outside their homes.

How many Arkadelphia High School graduates continued their education in a college? in a junior college? in a business college? in other types of training? How many months did they attend? Did they graduate? Fifty-eight men and seventy-one women attended a four-year college, two men and three women attended a junior college, one man and five women attended a business college, two men and four women attended trade schools, and four women took nurses' training. One man and one woman who have received their degrees from a four-year college were in graduate school working on a higher degree at the time of the study. Of the eighty-six men respondents, two, or 2.33 per cent, have attended from three to six months; eight, or 9.30 per cent, have attended from seven to twelve months; three, or 3.49 per cent, have attended from 13 to 18 months; and one, or 1.16 per cent, has attended from 19 to 24 months. Forty men, or 46.51 per cent of the 86 men respondents, were attending college at the time the questionnaires were returned. Four men, or 4.65 per cent of the men respondents, had graduated from a four-year college.

Ten women, or 6.80 per cent of the 147 women respondents, have attended

college from three to six months; three, or 2.04 per cent have attended college from 13 to 18 months and two, or 1.36 per cent have attended college from 19 to 24 months. Sixty-one, or 27.89 per cent of the women responding to the complete questionnaire were attending college at the time of the study. Ten women, or 6.80 per cent, had graduated from a four-year college.

One hundred twenty-nine Arkadelphia High School graduates have attended a four-year college since graduation from high school. This is 55.36 per cent of the total 233 graduates responding to the complete questionnaire. Eighty-one graduates, or 34.75 per cent, were attending a college at the time of the study and 14, or 6.01 per cent, had graduated from a four-year college.

Of the 16 men graduates who returned short forms, three, or 18.75 per cent, have attended a four-year college; and one, or 6.25 per cent, was attending a four-year college at the time of the study. Of the 24 women who returned short forms, three, or 12.50 per cent have attended a four-year college; five, or 20.83 per cent, were attending a four-year college at the time of the study; and two, or 8.33 per cent had graduated. A total of 40 short forms were returned; six, or 15 per cent, of the respondents have attended a college, six, or 15 per cent, were attending college at the time of the study; and two, or 2.50 per cent, have graduated.

Twenty-five, or 41.67 per cent, of the 60 men who attended a college or junior college did not indicate their major field. Of those men who did give this information, eight, or 13.33 per cent of those who attended college or junior college, had mathematics as their major field; and five, or 8.33 per cent, had business administration as their major. Fifteen women, or 20.27 per cent of the 74 who attended a four-year college or junior college, had

home economics as their major field, and seven, or 9.46 per cent, had business administration as their major. Nineteen women, or 25.68 per cent, did not indicate their major field of study.

What business subjects were studied by the graduates after their graduation from high school? Of the 227 subject enrollments in business subjects for all graduates who took advanced training in business subjects, thirty-three, or 14.55 per cent, were in shorthand; forty, or 17.62 per cent, were in typewriting; forty, or 17.62 per cent, were in economics; seven, or 3.08 per cent, were in salesmanship; thirty, or 13.21 per cent, were in book-keeping or accounting; thirteen, or 5.73 per cent, were in business law; twenty, or 8.81 per cent, were in business English; twenty-six, or 11.45 per cent, were in business math; ten, or 4.41 per cent, were in clerical practice; and eight, or 3.53 per cent, were in office machines.

What percentage of the graduates who attended college or other schools after graduation, received part-time employment while in school? What types of work did they do? Did their high school training aid them in securing part-time employment? Of the sixty men who attended college or junior college, forty-three or 71.67 per cent, were employed part-time. Of the seventy-four women who attended college or junior college, thirty-seven, or 50 per cent, were employed part-time. One hundred thirty-four graduates attended a four-year or a junior college; eighty, or 59.70 per cent, held part-time employment during their attendance.

One man who held part-time employment while attending college or junior college, was employed as a clerk-typist and one man was employed as a book-keeper. The remainder of the men were not employed in jobs as closely related to high school business training as these two. Six women, or 16.22 per cent of the women who held part-time employment while attending college, were employed

in secretarial work. Five women, or 13.51 per cent, were employed as bookkeepers; and five, or 13.51 per cent, were employed as clerk-typists. Sixteen women graduates, or 43.51 per cent of the thirty-seven women who held part-time employment while attending college, were employed in part-time jobs requiring business training.

Twelve men, or 27.91 per cent of the 43 men who had held part-time employment while attending college or junior college, believed their high school business training had aided them in securing the part-time employment; thirty-one, or 72.09 per cent, did not believe their high school business training had aided them in securing the employment. Fifteen women, or 40.54 per cent of the 37 women had held part-time employment while attending college, believed their high school business training had aided them in securing their part-time employment; twenty-two, or 59.46 per cent, did not believe it had helped them in securing their jobs. Eighty graduates had held part-time employment while attending college; twenty-seven, or 33.75 per cent, believed high school business training had aided them in securing their jobs, and 53, or 66.25 per cent, did not believe high school business training had helped them in securing their employment.

What business courses were studied in high school by the graduates who have held employment and of how much value have these courses been to them in the jobs they have held? More graduates had studied typewriting than any other business subject. One hundred eighty-five graduates had studied typewriting and 63, or 34.05 per cent, thought it had been of great value to them on the jobs they had held; forty-three, or 23.25 per cent, thought it had been of some value to them; and 79, or 42.70 per cent, thought it had been of little or no value to them.



The graduates who studied business courses while in high school and who had held employment since graduation from high school mentioned business subject values in their jobs a total of 366 times. The 366 mentions may be divided as follows: great value, 123, or 33.61 per cent; some value, 113, or 30.87 per cent; little or no value, 130, or 35.52 per cent.

What subjects not studied in high school, or not offered in the Arkadelphia High School, do the graduates believe would have been of value to them? Eight men and thirty women thought bookkeeping would have been of value to them; three men and 17 women thought shorthand would have been of value to them; nine women thought Shorthand II would have been of value to them; two men and six women thought salesmanship would have been of value to them; four men and eleven women thought business math would have been of value to them; two men and nine women thought an office machines course would have been of value to them; six women thought clerical practice would have been of value to them; five men thought typing I would have been of value to them; and one man and three women thought typing II would have been of value to them. One or two graduates mentioned economics, business English, business law, business psychology, and commercial banking.

How many graduates have used business training in other than a vocational way? Eighty-four men graduates have taken business subjects and 15, or 17.62 per cent, reported that they have used high school business training in other than a vocational way. One hundred forty-six women graduates have been enrolled in one or more business subjects; and forty of these women, or 27.33 per cent, have used high school business training in other than a vocational way. Two hundred thirty graduates have taken business subjects; and fifty-five, or 19.57 per cent, reported that they have used their business training in other than a vocational way.

### Conclusions

Although there are two colleges located in Arkadelphia, more than half of the graduates secure full-time employment within a year after graduation from high school. It may be concluded that a majority of the graduates of Arkadelphia High School obtain employment with little or no additional training after graduation from high school.

There is an apparent trend to shift from job to job before making a permanent adjustment as reflected in the fact that more than half of the graduates have remained in initial employment for an average of less than a year and more than half have remained for an average of less than a year in all the jobs they have held.

The business curriculum appears to be preparing women graduates for immediate as well as future employment, but the men graduates have not held employment requiring the use of high school business training.

Because of the number of men and women who are employed in offices, in the distributive field, and in trades and industries, it appears that the distributive programs and trade and industrial programs would be beneficial to the graduates.

Office machines have been important to the graduates in the performance of their duties. It may be concluded that a course in the use of office machines would be practical to include in the business curriculum.

It is apparent that about two-thirds of the graduates who obtain employment secure initial employment in Arkadelphia; however, the graduates do not remain in Arkadelphia to work for a long period of time. It is believed that this fact is related to the fact that graduates have not remained on their jobs for long periods of time.

It may be concluded that the number of men respondents who have served and are serving in the armed forces has important bearing upon the number of graduates who have held or are holding full-time civilian employment. High school business training appears to have been important to the servicemen in the performance of their duties while in service.

Less than half of the graduates were employed full-time at the time of the study. It is believed that the number of men in service and the number of graduates attending college or other educational institutions affects the number who were employed full-time at the time of the study. It may be assumed that those who were unemployed were unemployed because they so desired. Only a small number were seeking employment at the time of the study.

Approximately half of the women graduates are married and it appears that these women continue to work or obtain employment after their marriage. It was also concluded that the married women who work hold full-time employment; only a small number of married women graduates were employed part-time.

Because of the number of graduates who attend college or junior colleges after graduation from high school, the curriculum of Arkadelphia High School must be college preparatory as well as vocational in nature.

Comments and suggestions given by some graduates indicate their belief that the business curriculum should be enlarged to include more courses in order to be of greatest benefit to them on their jobs.

The business curriculum is preparing women for part-time employment while in college, but it appears that high school business training is not aiding the men graduates in securing part-time employment while in post-high school educational institutions.

High school business training has been of "great" value to only about one-third of the graduates on the jobs they have held.

A large majority of the graduates believe that their business training has been of little value in other than a vocational way. Business training should be taught with the vocational purpose in mind, but further attention should be given to the problem of how such training may afford some value to those who do not make vocational use of it.

#### Recommendations

1. It is recommended that an occupational survey be made in order that the administration of the Arkadelphia High School may gain an insight into the needs of local businessmen.

2. It is recommended that a survey be made of the office machines used in the local community to provide a basis for a course that would include instruction in the operation of office machines.

3. It is recommended that the possibility of including the distributive programs and trade and industrial programs in the Arkadelphia High School be investigated.

4. It is recommended that the business curriculum be enlarged to include a terminal course in clerical practice.

5. It is recommended that similar follow-up studies be made at appropriate intervals in order that the administration of the Arkadelphia High School may keep informed concerning the needs of both its students and business.

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STRATHMORE PARCHMENT

100% PURE U.S.A.

APPENDIX

PARCHMENT

U.S.A.

1. Name \_\_\_\_\_ Sex \_\_\_\_\_

2. List all jobs you have held since you graduated from high school. Include both part-time jobs (less than thirty hours a week for pay) and full-time (more than thirty hours a week for pay) in the order in which you have held them. Be sure to include your present job. Place a check mark under "full-time" if the job was a full-time job; place a check mark under "part-time" if it was a part-time job. Please fill in the remaining information called for.

Type of Firm	: Full-time	: Part-time	: Location	: Length of Employment	: Nature of Job
	Job	Job		From	To
Ex.1: Law Firm	X		: Little Rock, Ark.	June '46	Oct. '47
Ex.2: Grocery		X	: Arkadelphia, Ark.	Sept. '46	June '47

3. Give a complete account of your educational activities since you graduated from high school.

	: Name of School	: Location	: No. of Months Attended	: Did you Graduate?	: When	: Degree	: Major Field
Junior College							
Business College							
College or Univ.							
Other							

4. Are you enrolled in any of the above educational institutions at present? Yes \_\_\_ No \_\_\_. If "yes", which one \_\_\_\_\_.
5. At the present time are you employed \_\_\_, unemployed \_\_\_? If unemployed, are you seeking employment? Yes \_\_\_ No \_\_\_.
6. Are you married? Yes \_\_\_ No \_\_\_. If you are a woman and married, please answer: Are you employed outside your home? Yes \_\_\_ No \_\_\_. If "yes", are you employed full-time \_\_\_ or part-time \_\_\_?
7. Did anyone help you obtain your first job after you graduated from high school? Yes \_\_\_ No \_\_\_. If "yes", please check the way you obtained the job.

- |   |   |
|---|---|
| <input type="checkbox"/> Friends in business            | <input type="checkbox"/> Employment-wanted advertisements |
| <input type="checkbox"/> Governmental employment agency | <input type="checkbox"/> Civil service                    |
| <input type="checkbox"/> Private employment agency      | <input type="checkbox"/> High school's aid                |
| <input type="checkbox"/> Help-wanted advertisements     | <input type="checkbox"/> Other: _____                     |

8. Give the length of time you took the following business subjects while enrolled in Arkadelphia High School or the length of time you took them elsewhere if you transferred credit in these subjects from other schools. Of how much value has this training been in the jobs you have held since you graduated from high school.

Subject	No. of <u>Nine</u> <u>Week</u> Periods Taken at AHS	No. of <u>Nine</u> <u>Week</u> Periods Taken Before Entering AHS	(Please Check)		
			Great Value	Some Value	Little or No Value
Typewriting					
Shorthand					
Bookkeeping					
Business Math					
Salesmanship	_____ weeks				

9. If you attended college or business college, were you employed part-time during your attendance? Yes \_\_\_ No \_\_\_. If "yes", do you believe the business training you received in high school helped you get the job? Yes \_\_\_ No \_\_\_. Please give the following information about any jobs you have held while attending college.

Type of Employment	Major Duties
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

10. Check any of the following business subjects which you have taken since you graduated from high school.

- |  |  |
|--|--|
| <input type="checkbox"/> Shorthand                 | <input type="checkbox"/> Business Law      |
| <input type="checkbox"/> Typewriting               | <input type="checkbox"/> Business English  |
| <input type="checkbox"/> Economics                 | <input type="checkbox"/> Business Math     |
| <input type="checkbox"/> Salesmanship              | <input type="checkbox"/> Clerical Practice |
| <input type="checkbox"/> Bookkeeping or Accounting | <input type="checkbox"/> Office Machines   |

11. Have you served in the armed forces? Yes \_\_\_ No \_\_\_. Are you in service at the present time? Yes \_\_\_ No \_\_\_. Have you used the business training you received in high school during your duty with the armed forces? Yes \_\_\_ No \_\_\_. If "yes", how? \_\_\_\_\_

12. Please check duties which you have performed in the jobs you have held since you graduated from high school.

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Typed straight copy                       | <input type="checkbox"/> Filled in forms   | <input type="checkbox"/> Typed from shorthand notes |
| <input type="checkbox"/> Typed legal papers                        | <input type="checkbox"/> Handled mail      | <input type="checkbox"/> Answered telephone         |
| <input type="checkbox"/> Received business callers                 | <input type="checkbox"/> Prepared payrolls | <input type="checkbox"/> Sold goods                 |
| <input type="checkbox"/> Did filing                                | <input type="checkbox"/> Kept books        |   |
| <input type="checkbox"/> Used the following office machines: _____ |  |   |



13. Are there any courses that you did not take while in high school, including courses that were not offered, that you believe would have been of value to you? Why do you believe these courses would have aided you?

Course	Reason

14. Have the business subjects which you took in high school been of any use to you other than in a vocational way? Yes          No          If "yes", please explain how your knowledge of these subjects has helped you.

15. What comment or criticism do you have to offer concerning the courses and activities of the Arkadelphia High School.

March 5, 1951

Dear Arkadelphia High School Graduate,

"What have you been doing?" is a familiar greeting of old friends who have not met in quite some time. That is the question we are now putting before you - what have you been doing?

An effort is being made to find out what our high school graduates have done since they received their diplomas. We want to know whether you have attended college, secured employment, said "I do", etc.

You are the only one who can give a true account of your experiences after your graduation from high school. Your answers will be used in the preparation of a study of graduates, but your name will not be used. If you will cooperate by giving a few minutes of your time to filling out the enclosed questionnaire, putting it in the stamped self-addressed envelope, and dropping it in the corner mail box, you will be contributing greatly toward the success of this study.

Since there is such a short time to complete the study, will you please sit down and answer the questions now.

Sincerely,



Betty Orr

Enclosure

Dear Joe,

Sometime ago I mailed to you an inquiry blank concerning your activities after graduation from high school. It is important that all graduates be represented in this study; therefore, won't you please fill in the form and return it to me now.

Sincerely,  
Betty Orr

All graduates are included in this study. Your reply is needed regardless of whether or not you have continued your education, held a job, or studied any business subjects. An answer of "No" is just as important to the study as an answer of "Yes."

1. Name \_\_\_\_\_ Sex: Male \_\_\_ Female \_\_\_
2. Please check any of the following that you have attended since you graduated from high school: college or university \_\_\_\_, business college \_\_\_\_, junior college \_\_\_\_. Did you graduate? Yes \_\_\_\_, No \_\_\_\_. Are you enrolled in any of these educational institutions at present? Yes \_\_\_\_, No \_\_\_\_. If "yes," which one? \_\_\_\_\_.
3. Are you now employed? \_\_\_\_, Unemployed? \_\_\_\_. If employed, what kind of work do you do? \_\_\_\_\_.
4. Are you married? Yes \_\_\_\_, No \_\_\_\_. If "yes," are you employed outside your home? Yes \_\_\_\_, No \_\_\_\_.
5. For how many nine-week periods did you study each of the following business subjects while in high school? If you did not study any of them, write NONE.

Subject	No. of NINE-WEEK Periods Taken		Has the business subject been of any help ON YOUR JOBS?		
	In AHS	In another high school	Great Value	Some Value	Little or No Value
Typewriting					
Shorthand					
Bookkeeping					
Business Math					
Salesmanship	_____ weeks				

6. Have you taken any of the following subjects since you graduated from high school? (Please check)

Shorthand                       Bookkeeping or Accounting                       Business Math  
 Typewriting                       Business Law                       Clerical Practice  
 Economics                       Business English                       Office Machines  
 Salesmanship

7. Which, if any, of the following duties have you performed in the jobs you have held since you graduated from high school? (Please check)

Typed straight copy                       Filled in forms                       Typed from shorthand  
 Typed legal papers                       Handled mail                       notes  
 Received business callers                       Prepared payrolls                       Answered telephone  
 Did filing                       Kept books                       Sold goods  
 Used the following office machines: \_\_\_\_\_

(Any additional criticism or comment you wish to make may be written on the back.)

May 1, 1951

Dear Graduate:

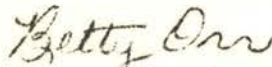
Of course you are busy. . .

And that no doubt explains why you did not return the inquiry blank I sent you or respond to the postal card reminder.

"Half a loaf is better than none," as the saying goes, and so, in order that your experiences as a graduate of Arkadelphia High School may be reflected in at least a part of the study, a very brief one page form has been prepared for your use. It contains only a few questions about your experience since you graduated, and will take very little of your time.

Now, everything possible has been done to conserve your time, and this is a last request, made with full confidence that you really want to help. The short blank gives you that opportunity. Won't you please send it back by return mail.

Sincerely,



Betty Orr

TYPIST PAGE

THESIS TITLE: A Follow-Up Study of the Arkadelphia  
High School Graduates For the Years  
1946, 1947, 1948, 1949, and 1950.

NAME OF AUTHOR: Betty Lou Orr

THESIS ADVISER: Robert A. Lowry

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