

A SURVEY OF PRACTICES IN CHARGING AND IN UTILIZING TYPEWRITING FEES
IN THE WHITE PUBLIC HIGH SCHOOLS OF OKLAHOMA

by

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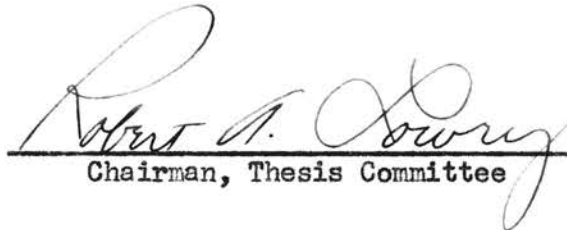
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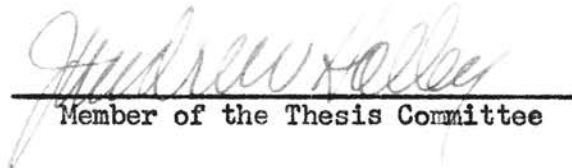
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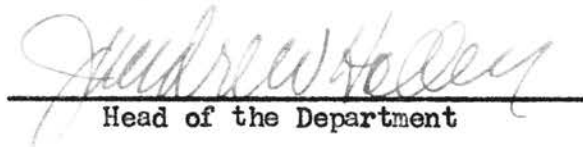
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CHAPTER I

INTRODUCTION

Purpose of the Study. The purpose of this study is to investigate the current practices in charging fees in typewriting courses in selected white public high schools of Oklahoma, and to determine what the students are receiving in return in the way of supplies, use of textbooks, and miscellaneous items.

Analysis of the Problem. Certain general and specific questions are involved in this study, as follows:

General Questions:

1. What are the general practices in the selected secondary schools in regard to the typewriting fees charged students who enroll in typewriting classes?
2. What items of supplies and other materials and services are the selected schools furnishing to the students in return for the fees paid?

Specific Questions:

1. How many schools offer first-year typewriting?
2. How many schools offer second-year typewriting?
3. How many schools charge a typewriting fee for first-year typewriting?
4. How many schools charge a typewriting fee for second-year typewriting?
5. How many students are enrolled in first-year typewriting?
6. How many students are enrolled in second-year typewriting?

7. What are the methods of the various schools for maintaining or handling the typewriting fees collected?

8. What proportion of the schools have offered first-year typewriting each school year from 1946-47 to 1950-51, inclusive?

9. What proportion of the schools have offered second-year typewriting each school year from 1946-47 to 1950-51, inclusive?

10. How are typewriting textbooks made available to students?

11. How many typewriters do the schools have in their typewriting laboratories?

12. How many typewriters were replacements for old machines traded in during the 1949-50 school year?

13. How many typewriters were additions to the total number of typewriters in the typewriting laboratories?

14. How were typewriter additions and replacements financed?

15. What items of supplies, paper, and so forth, were made available to the students without charge other than the typewriting fees?

16. Did the students attend any commercial contests during the 1949-50 school year?

17. What expenses were involved in attending commercial contests?

18. Which, if any, of the expenses involved in attending commercial contests were paid out of money collected from typewriting fees?

Need for the Study. The challenge which led to this study arose from the problems faced by the investigator in connection with the current practices in charging and utilizing typewriting fees in the school in which the investigator is teaching. At the present time there is no information available on the current practices of charging typewriting fees in the high schools of Oklahoma. The data

obtained in this study should be of interest to administrators, to business teacher-training institutions and to students now preparing to teach business subjects in the secondary schools.

Definition of Terms. For the purpose of this study, certain terms used are defined as follows:

Secondary Schools: School division following the elementary school, comprising most often grades 9-12 or grades 7-12.¹

Accredited High School: A secondary school that has been designated by a competent agency as meeting accepted standards or criteria of quality.²

Fee: An amount of money payable for professional service or for the enjoyment of some privilege for a designated period of time; ordinarily used in education to designate a general or specific charge to the student in an educational institution or charge for admission to various scholastic or recreational activities.³ In this study the above definition will be applied to the admission of students to typewriting classes.

Semester: The standard school year for unqualifiedly recommended and fully accredited high schools shall consist of thirty-six weeks of five days each, which shall be maintained both in the elementary grades and in high school. A term of 180 days is required of each accredited school of which five days may be used for professional meetings.⁴ A semester is considered 90 days or one half of a term.

Possible returns: The maximum number of returns that could have been received from respondents who received questionnaires. If a questionnaire was

¹ Carter V. Good, Dictionary of Education, p. 201.

² Ibid., p. 201.

³ Ibid., p. 168.

⁴ Annual High School Bulletin, Bulletin No. 112-Y, June 30, 1950, p. 11.

not returned undelivered, it is assumed that the school administrator to whom it was addressed received it.

Respondents: Those schools whose administrators returned the questionnaire.

Scope and Delimitation. The study is limited to selected white public high schools of Oklahoma. The study includes both three-year and four-year senior high schools.

The study is further limited to a selected sampling of the total of the 683 accredited white schools as listed in the Annual High School Bulletin.⁵ All schools with enrollments of 200 and over were included in the survey. A sampling of the schools with enrollments of from 0-199 was included in the survey. Of a total of 683 white public high schools, 350, or 51.24 per cent, were included.

No attempt was made to obtain from the school administrators statements pertaining to the justification of a special typewriting fee because it was believed that a request for this information might cause the administrators to refuse to cooperate. Additional information pertaining to the actual disposition of the funds and handling of the funds would have been desirable in this study, but here again, it was believed that a request for detailed data might, in some cases, antagonize the administrators and cause them to refuse to cooperate.

Related Material. There is very little related research in this field. One study was made in Texas at North Texas State Teachers' College in 1946 by John Erwin Tompkins.⁶ This study, entitled "A Study of the Fees Charged in Texas High Schools for Commercial Courses," was secured through the library loan service and examined to determine how much assistance might be available.

⁵ Annual High School Bulletin, Bulletin No. 112-Y, June 30, 1950, p. 11.

⁶ John Erwin Tompkins, "A Study of the Fees Charged in Texas High Schools for Commercial Courses," unpublished Master's thesis, North Texas State Teachers' College, 1946.

In Illinois, a study was made by the Illinois Secondary School Curriculum Program in 79 secondary schools of Illinois to determine what practices were followed in those schools in regard to fees charged students in various areas of school activities. The study was entitled, "The Hidden Tuition Cost Study."⁷ Although this study covered many additional areas of activities, a portion of it was devoted to fees charged in typewriting courses and fees charged in connection with books and supplies required in the typewriting classes.

Procedure. Both primary and secondary data are used in this study. The secondary data were secured by reading two similar studies made in Texas and Illinois. A questionnaire was used to secure the primary data from the white public high schools of Oklahoma included in the survey.

Since the normative-survey method of research was used in this study, and the schools involved were scattered over a large area, the questionnaire was believed to be the most efficient instrument that could be used in gathering the data from the school administrators.

Good, Barr, and Scates describe a questionnaire as:

. . . a form which is prepared and distributed for the purpose of securing responses to certain questions. Generally, these questions are factual, designed to secure information about conditions or practices of which the recipient is presumed to have knowledge. The questionnaire may, however, ask for opinions, and it may be used to afford an insight into the attitudes of a group.⁸

An appropriate questionnaire covering desired information was prepared and presented in a research class for criticism. After the questionnaire had been revised in the light of this criticism, final approval for its use was secured from the Chairman of the Thesis Committee. Copies of the questionnaire were

⁷ The Illinois Secondary School Curriculum Program, The Hidden Tuition Cost Study, 1949.

⁸ Carter V. Good, A. S. Barr, Douglas E. Scates, The Methodology of Educational Research, p. 324.

mimeographed on appropriate stationery. An explanatory letter describing the purpose of the study and explaining the need for the information requested was prepared to accompany the questionnaire. A copy of the questionnaire, together with a self-addressed, stamped envelope, and the letter of transmittal, was sent to the school administrators of the white public high schools selected for the survey mailing.

A copy of the questionnaire used and the letter accompanying the questionnaire are included in the appendixes.

A set of index cards was prepared for use in determining the mailing list. The name of each white public high school, the county in which the school was located, and the high school enrollment was obtained from the Twenty-second Biennial Report, 1946-48, State Department of Education.⁹ The mailing address and name of the superintendent of each white public high school were then added to the cards. This information was obtained from the Oklahoma Education Directory, 1950.¹⁰

It was decided, after a consultation with the Chairman of the Thesis Committee, that a sampling of the total number of white public high schools would yield sufficient information to indicate certain definite trends. From a total of 683 white public high schools accredited by the State of Oklahoma, Department of Education, a mailing list of 350, or 51.24 per cent, was prepared.

The state was arbitrarily divided into four sections in order that schools located in different sections might be compared, on the basis of size of enrollment and geographical location, with respect to practices in charging typewriting

⁹ The Twenty-second Biennial Report, State Department of Education of Oklahoma, July 1, 1946 to June 30, 1948.

¹⁰ Oklahoma Educational Directory, Bulletin No. 108-Z, 1950-51.

fees. The sections were designated as northeast, southeast, southwest, and northwest. The division of the state into sections is indicated in Figure 1, page 8.

The schools were classified on the basis of enrollment figures as given in the 1946-48 Biennial Report.¹¹ Classification for the purpose of the present study was as follows: 0-49, 50-99, 100-199, 200-299, and over 300.

A test mailing to 50 schools, or 14.29 per cent of the total mailing list, was made on October 20, 1950. This was done to determine from the returns whether or not it would be necessary to revise the questionnaire in the light of the response received. A second reason was to determine what percentage of returns might be expected from the survey.

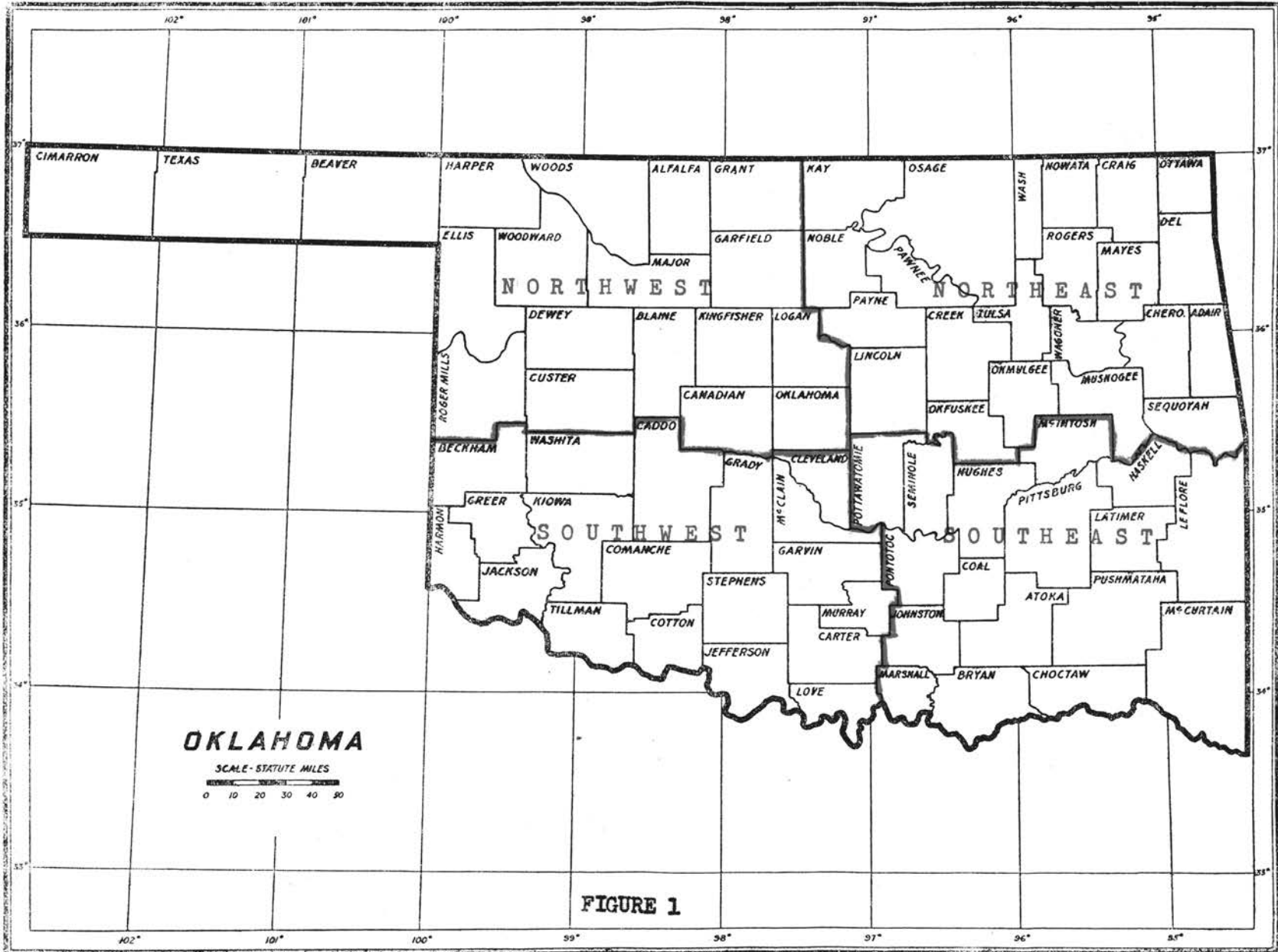
The date that the original questionnaire was mailed was entered on the index card for each school; later, when the return was received, a notation to that effect was made on the individual card. A check of the cards was made ten days after the questionnaires were mailed in order to determine the number of schools that had not yet returned the questionnaire. A follow-up letter, together with another questionnaire, a self-addressed, stamped envelope, and a copy of the original letter of transmittal, was mailed to the superintendents of the schools that had not replied by October 30, 1950.

Returns on the test mailing were excellent. A total of 45, or 90 per cent, of the 50 questionnaires mailed were returned. In view of the excellent returns received, it was thought that no revision of the questionnaire was necessary.

The same procedure used in the test mailing was followed in the complete mailing. The first mailing was sent out on November 16, 1950. A follow-up was made ten days later, not counting the Thanksgiving holidays that occurred during this time interval, on November 29, 1950.

¹¹ The Twenty-second Biennial Report, State Department of Education of Oklahoma, July 1, 1946 to June 30, 1948.

DIVISION OF STATE BY GEOGRAPHICAL SECTIONS



CHAPTER II

THE RESPONDENTS TO THE QUESTIONNAIRE

As a basis for making an analysis and interpretation of the data included in this study, information is presented in Chapter II concerning the number of questionnaires mailed, the number and percentage returned by schools of each geographic section of the state, and the number and percentage returned by each enrollment group.

Table I indicates the number of questionnaires mailed, the number of possible returns, and the number and percentage of possible returns received, tabulated according to the size of the schools based on enrollment. It is significant to note that no letters were returned unclaimed by the Post Office Department; therefore, the number of questionnaires mailed and the number of possible returns are the same figures.

As shown in Table I, 350 questionnaires were mailed to white public high schools throughout the state of Oklahoma. Three hundred, or 85.71 per cent, of the possible returns were received.

Table II shows the number and percentage of responses to the questionnaire, tabulated according to the size of the school based on enrollment and according to the questionnaire mailing from which the responses were received. Two hundred, or 57.14 per cent, of the possible returns were received from the first mailing; 100, or 28.54 per cent, were received as a result of the follow-up mailing.

It is interesting to note that 68, or 93.15 per cent, of the possible

TABLE I
NUMBER AND PERCENTAGE OF RESPONSES TO THE QUESTIONNAIRE

Size of Schools Based on the Enrollment	Number of Questionnaires Mailed	Number of Possible Returns	Returns Received	
			No.	Percentage of Possible Returns
0-49	62	62	51	14.57
50-99	126	126	100	28.57
100-199	73	73	68	19.43
200-299	34	34	30	8.57
300 or over	55	55	51	14.57
TOTAL	350	350	300	85.71

This table should be read as follows: Of the 62 questionnaires mailed to schools with enrollments between 0 and 49, there were 62 possible returns. Fifty one, or 14.57 per cent, of the total possible returns were received from schools with an enrollment between 0 and 49.

TABLE II
NUMBER AND PERCENTAGE OF RESPONSES TO THE QUESTIONNAIRE, TABULATED
ACCORDING TO THE ENROLLMENT OF THE SCHOOLS AND TO THE
QUESTIONNAIRE MAILING FROM WHICH THE RESPONSE
WAS RECEIVED

Size of School Based on Enrollment	Number of Possible Returns	Response From First Questionnaire		Response From Follow-up		Total Response	
		No.	Per Cent of Possible Returns	No.	Per Cent of Possible Returns	No.	Per Cent of Possible Returns
0-49	62	26	41.93	25	40.32	51	82.25
50-99	126	72	57.14	28	22.14	100	79.28
100-199	73	46	63.7	22	29.45	68	93.15
200-299	34	23	67.64	7	20.59	30	88.23
300 or over	55	33	60.0	18	32.72	51	92.72
TOTALS	350	200	57.14	100	28.54	300	85.71

This table should be read as follows: Of the 62 possible returns from schools with an enrollment between 0 and 49, 26, or 41.93 per cent, were returned as a result of the first mailing; 25, or 40.32 per cent, were returned as a result of the follow-up mailing. A total of 51, or 82.25 per cent, of schools with enrollments between 0-49 responded.

returns from schools in the group with enrollments from 100-199 were received. This was the best response received from any group included in the survey. One hundred, or 79.28 per cent, of the possible returns from schools in the group with enrollments from 50-99 were received; this was the lowest percentage of returns received from any group included in the survey.

In Table III the number and percentage of respondents are tabulated according to size based on enrollments and by the four geographical sections of the state. As indicated in Table III, the percentage of respondents vary only 1.31 per cent between the northeast, northwest, and southwest sections; the southeast section, with 81.6 per cent returns, was the section with the lowest percentage of returns.

It should be observed that 4 groups of schools, based on size of enrollment, had 100 per cent returns. One group in the northeast section, 2 groups in the northwest section, and one group in the southeast section had perfect returns. There was no group in the southwest section that returned 100 per cent of the possible returns; 94.74 per cent, from the 100-199 enrollment group, was the best return received in the southwest section.

Table IV indicates by section the total number of schools in each size group based on school enrollment, the number of schools surveyed in each size group, and the percentage of the total number of schools surveyed in each size group and section. The percentage of schools surveyed in each geographical section was almost equal. However, the percentages by enrollment groups in the various geographical sections are not equal. This variation is influenced by two things: First, all schools with enrollments over 200 were included in the survey. The number and percentage of schools in this category varied with the various geographical sections. Second, the original mailing list was prepared from data in the Twenty-second Biennial Report,¹ while the enrollment indicated by each

¹ The Twenty-second Biennial Report, State Department of Education of Oklahoma, July 1, 1946 to June 30, 1948.

TABLE III

NUMBER AND PERCENTAGE OF RESPONDENTS TO THE QUESTIONNAIRE, TABULATED
ACCORDING TO THE ENROLLMENT OF THE SCHOOLS AND BY SECTIONS OF THE STATE

Size of School Based on Enrollment	NORTHEAST			NORTHWEST			SOUTHWEST			SOUTHEAST		
	No. Mailed	No. Returned	Per Cent Returned	No. Mailed	No. Returned	Per Cent Returned	No. Mailed	No. Returned	Per Cent Returned	No. Mailed	No. Returned	Per Cent Returned
0-49	14	14	100.00	19	17	89.47	20	15	75.00	9	5	55.56
50-99	35	26	74.28	26	19	73.08	35	32	91.43	30	23	76.67
100-199	20	17	85.00	14	14	100.00	19	18	94.74	20	19	95.00
200-299	15	13	86.67	5	5	100.00	6	5	83.34	8	7	87.5
300 or over	24	22	91.73	14	13	92.86	8	7	87.5	9	9	100.00
TOTAL	108	92	86.11	78	68	87.18	88	77	87.5	76	63	81.6

This table should be read as follows: In the northeast section of the state, 14 questionnaires were mailed to schools with enrollments between 0 and 49; 14, or 100 per cent, of the questionnaires were returned.

TABLE IV

TOTAL NUMBER OF SCHOOLS, NUMBER OF SCHOOLS SURVEYED, AND PERCENTAGE OF SCHOOLS SURVEYED, TABULATED ACCORDING TO THE ENROLLMENT OF THE SCHOOLS AND BY SECTIONS OF THE STATE

Size of School	NORTHEAST			NORTHWEST			SOUTHWEST			SOUTHEAST		
	Total No.	No. Schools Surveyed	Per Cent Surveyed	Total No.	No. Schools Surveyed	Per Cent Surveyed	Total No.	No. Schools Surveyed	Per Cent Surveyed	Total No.	No. Schools Surveyed	Per Cent Surveyed
0-49	34	14	41.17	47	19	40.4	47	20	42.55	20	9	45.00
50-99	87	35	40.23	58	26	44.82	72	35	48.61	67	30	44.92
100-199	48	20	41.66	30	14	46.67	41	19	46.34	43	20	46.51
200-299	15	15	100.00	5	5	100.00	6	6	100.00	8	8	100.00
300 or over	24	24	100.00	14	14	100.00	8	8	100.00	9	9	100.00
TOTAL	208	108	51.91	154	78	50.65	174	88	50.57	147	76	51.70

This table should be read as follows: Of a total of 34 schools in the northeast section with enrollments between 0 and 49, 14 or 41.17 per cent, were included in the survey.

school on the questionnaire returned is the present school enrollment. There were certain changes in enrollment figures indicated on these returns that shifted schools from one enrollment group to another. To adjust this situation as much as possible, the data were worked over and a new list of schools was prepared using the data presented in the Twenty-third Biennial Report.² This latest report was not available in October, 1950, when the original mailing list was being prepared.

It will be noted that there is still a variation between the various enrollment groups from 0-199 in several of the geographical sections. The largest variation is in the 50-99 enrollment group between the northeast section and the southwest section. Other noticeable variations occur between the northwest section and the southeast section in the 0-49 enrollment group, and between the northeast section and the northwest section in the 100-199 enrollment group.

² The Twenty-third Biennial Report, State Department of Education of Oklahoma, July 1, 1948 to June 30, 1950.

CHAPTER III

FINDINGS

Chapter III is concerned with the interpretation of data received from the respondents as indicated by the questionnaire returned.

Number and Percentage of Respondents Offering First-Year Typewriting.

The data in Table V indicate the number and percentage of schools offering first-year typewriting by enrollment groups and by geographical sections of the state.

It is interesting to note that in two geographical sections, the northwest section and the southeast section, 100 per cent of the schools surveyed offered first-year typewriting. The other two sections were less than 2 per cent below the 100 per cent mark.

In only one enrollment group, 0-49, was it found that less than 100 per cent of the schools surveyed offered first-year typewriting. In two geographical sections, the northeast and the southwest, it was found that only slightly more than 93 per cent of the schools in the 0-49 enrollment group offered first-year typewriting.

Number and Percentage of Respondents Offering Second-Year Typewriting.

The data in Table V also indicate the number and percentage of schools offering second-year typewriting by enrollment groups and by geographical sections of the state.

The highest percentage of schools by sections offering second-year typewriting was found in the northeast section in which 89.01 per cent of the schools surveyed offered second-year typewriting. In none of the geographical sections was it found that 100 per cent of the schools surveyed offered second-year typewriting. The variation between geographical sections of the state for first-year and second-year typewriting was remarkable. There was a variation

TABLE V

NUMBER AND PERCENTAGE OF RESPONDENTS OFFERING FIRST-YEAR TYPEWRITING AND
 NUMBER AND PERCENTAGE OF RESPONDENTS OFFERING SECOND-YEAR TYPEWRITING,
 TABULATED ACCORDING TO THE ENROLLMENT OF SCHOOLS AND BY SECTIONS OF
 THE STATE

Size of School Based on Enrollment	NORTHEAST					NORTHWEST					SOUTHWEST					SOUTHEAST				
	Total No. Schools	No. Offering 1st- Yr. Typewriting	% Offering 1st- Yr. Typewriting	No. Offering 2nd- Yr. Typewriting	% Offering 2nd- Yr. Typewriting	Total No. Schools	No. Offering 1st- Yr. Typewriting	% Offering 1st- Yr. Typewriting	No. Offering 2nd- Yr. Typewriting	% Offering 2nd- Yr. Typewriting	Total No. Schools	No. Offering 1st- Yr. Typewriting	% Offering 1st- Yr. Typewriting	No. Offering 2nd- Yr. Typewriting	% Offering 2nd- Yr. Typewriting	Total No. Schools	No. Offering 1st- Yr. Typewriting	% Offering 1st- Yr. Typewriting	No. Offering 2nd- Yr. Typewriting	% Offering 2nd- Yr. Typewriting
0-49	14	13	93.6	10	71.43	17	17	100	14	82.35	15	14	93.34	11	78.57	5	5	100	4	80.00
50-99	26	26	100.00	21	80.76	19	19	100	14	72.10	32	32	100.00	27	84.37	23	23	100	21	91.30
100-199	17	17	100.00	17	100.00	14	14	100	12	85.71	18	18	100.00	4	80.00	19	19	100	19	100.00
200-299	13	13	100.00	13	100.00	5	5	100	4	80.00	5	5	100.00	4	80.00	7	7	100	5	71.42
Over 300	22	22	100.00	20	90.90	13	13	100	12	92.30	7	7	100.00	7	100.00	9	9	100	7	77.77
TOTAL	92	91	98.91	81	89.01	68	68	100	60	88.23	77	76	98.70	66	87.63	63	63	100	56	88.88

This table should be read as follows: In the northeast section of the state, 13, or 93.6 per cent, of the 14 schools with enrollments between 0 and 49 offered first-year typewriting; 10, or 71.43 per cent, offered second-year typewriting.

of only 1.38 per cent from 87.63 per cent in the southwest section to 89.01 per cent in the northeast section for second-year typewriting. The variation was 1.30 per cent from 100.00 per cent in the southeast and northwest sections to 98.70 per cent in the southwest section for first-year typewriting.

In the following geographical sections, second-year typewriting was offered by all schools in the enrollment groups specified; northeast, 100-199 and 200-299; southwest, 300 and over; southeast, 100-199. In all other instances second-year typewriting was offered by less than 100 per cent of the schools surveyed.

Table VI indicates the number and percentage of schools offering first-year typewriting tabulated according to enrollment.

There were 298, or 99.33 per cent, of the schools surveyed that offered first-year typewriting. In the 0-49 enrollment group, one of the returns was not useable and one return indicated that first-year typewriting was not offered. First-year typewriting was offered by all schools in the following enrollment groups: 50-99; 100-199; 200-299; and 300-or-over.

The percentage of schools surveyed that offered second-year typewriting was found to be lower than the percentage for first-year typewriting. There were 259, or 86.33 per cent, of the schools surveyed that offered second-year typewriting. The highest percentage of schools offering second-year typewriting was found to be in the 100-199 enrollment group. On the other hand, the lowest percentage was found to be in the 0-49 enrollment group.

There was no information available in this study to indicate the reason for the 300-and-over group having only 90.2 per cent of the schools offering second-year typewriting as compared with the 95.6 per cent indicated by the 100-199 group. It might be expected that the 300-or-over group would have a higher percentage of schools offering second-year typewriting. One school in this group did indicate that an office practice class was being offered instead of the second-year typewriting class.

TABLE VI

NUMBER AND PERCENTAGE OF RESPONDENTS OFFERING FIRST-YEAR TYPEWRITING
 NUMBER AND PERCENTAGE OF RESPONDENTS OFFERING SECOND-YEAR TYPEWRITING,
 TABULATED ACCORDING TO THE ENROLLMENT OF SCHOOLS

Size of School Based on Enrollment	Number of Schools Surveyed	Schools Offering First-Year Typewriting		Schools Offering Second-Year Typewriting	
		No.	Per Cent	No.	Per Cent
0-49	51	49*	96.08	39	76.47
50-99	100	100	100.00	83*	83.00
100-199	68	68	100.00	65	95.6
200-299	30	30	100.00	26	86.67
300 or over	51	51	100.00	46	90.2
TOTAL	300	298	99.33	259	86.33

*Indicates one return was not useable.

This table should be read as follows: Of the 51 schools surveyed in the group with enrollments between 0 and 49, 49, or 96.08 per cent, offered 1st-year typewriting; 39, or 76.47 per cent, offered second-year typewriting.

Number of Students Enrolled in First-Year Typewriting and Second-Year Typewriting.

The northeast section had the highest enrollment in both first-year and second-year typewriting classes. As pointed out in the preceding section, the northeast section also had the highest percentage of schools surveyed offering both first-and second-year typewriting.

Average Number of Typewriting Students Per Typewriter.

As for the average number of typewriting students per typewriter in a school, the data in Table VII indicate that as the enrollment increased the average number of typewriting students per typewriter also increased. This was true in every section except the northwest section, the 200-299 enrollment group, in which the number of typewriting students per typewriter was slightly lower than the average number of typewriting students per typewriter for the 100-199 enrollment group.

The geographical section with the highest average number of typewriting students per typewriter was the northwest section, with 2.85 students per typewriter. The lowest section was the southwest section, with 2.54 students per typewriter.

Within the enrollment groups the lowest average was found to be in the northwest section, the 0-49 group, with only 1.21 students per typewriter. The highest average number of students per typewriter was in the southwest section 300-or-over group, with 4.55 students per typewriter.

From the data in Table VIIa, it will be noted that for the state as a whole, there was an increase in the average number of students per typewriter as the size of enrollment groups increased. This trend was pointed out previously in discussing each section, and it followed that the same trend was evident for the state as a whole. The average number of typewriting students per typewriter for all schools included in the survey was found to be 2.67.

TABLE VII

NUMBER OF STUDENTS ENROLLED IN TYPEWRITING, NUMBER OF TYPEWRITERS IN EACH SCHOOL,
AND THE NUMBER OF TYPEWRITING STUDENTS PER TYPEWRITER, TABULATED ACCORDING TO
SIZE OF SCHOOL ENROLLMENT AND GEOGRAPHICAL SECTIONS OF THE STATE

Size of School Based on Enrollment	NORTHEAST					NORTHWEST					SOUTHWEST					SOUTHEAST				
	Enrollment First-Year	Enrollment Second-Year	Total	Number Typewriters	Students per Typewriter	Enrollment First-Year	Enrollment Second-Year	Total	Number Typewriters	Students per Typewriter	Enrollment First-Year	Enrollment Second-Year	Total	Number Typewriters	Students per Typewriter	Enrollment First-Year	Enrollment Second-Year	Total	Number Typewriters	Students per Typewriter
0-49	112	81	193	137	1.41	176	76	252	209	1.2	126	75	201	145*	1.38	57	37	94	61	1.54
50-99	454	231*	685	418	1.64	317	154	471	280*	1.68	574	365	939	552*	1.70	363*	265*	628	365*	1.70
100-199	593	333	926	412	2.24	442	190	632	271	2.33	661	286	947	419	2.26	622	345	967	396	2.44
200-299	627	278	905	269*	3.36	235	144	379	165	2.30	270*	70	340	91	3.73	416	110	526	178*	3.00
300 or Over	2114**	707	2821	816	3.45	2107	848	2955	721	4.10	1144	285	1429	314	4.55	817	252	1069	277	3.86
TOTAL	3900	1630	5530	2052	2.69	3277	1412	4689	1646	2.85	2775	1081	3856	1521	2.54	2275	1009	3284	1277	2.56

* Not indicated by a Respondent.

** Enrollments and number of typewriters not available for three Tulsa Schools.

This table should be read as follows: In the northeast section there were 112 enrolled in first-year typewriting in schools with enrollments of 0-49 and 81 enrolled in second-year typewriting, a total of 193. There were 137 typewriters in the laboratories, and it was found that there were 1.41 typewriting students per typewriter in these schools.

TABLE VIIa

NUMBER OF STUDENTS ENROLLED IN TYPEWRITING, NUMBER OF TYPEWRITERS
IN EACH SCHOOL, AND THE NUMBER OF TYPEWRITING STUDENTS PER
TYPEWRITER, TABULATED ACCORDING TO SIZE OF SCHOOL ENROLLMENT

Size of School Based on Enrollment	Enrollment for 1st-Year Typewriting	Enrollment for 2nd-Year Typewriting	Total Typewriting Enrollment	Total Number Typewriters	Average Number Students per Typewriter
0-49	471	269	740	552	1.34
50-99	1708	1015	2723	1615	1.68
100-199	2318	1154	3472	1508	2.30
200-299	1548	602	2150	703	3.06
300 or Over	6182	2092	8274	2128	3.84
TOTAL	12227	5132	17359	6506	2.67

This table should be read as follows: In the schools with enrollments of 0-49, there were 471 students enrolled in first-year typewriting, and 269 enrolled in second-year typewriting, a total of 740. There were 552 typewriters in the laboratories of these schools, and there was an average of 1.34 typewriting students per typewriter.

Number and Percentage of Respondents Charging a Fee for First-Year Typewriting.

It is interesting to note from the data presented in Table VIII that the northwest section of the state had the lowest percentage of schools charging a fee for first-year typewriting. The percentage was 67.64 per cent. The highest percentage of schools charging a fee was found to be in the southeast section, which had 77.77 per cent of the schools charging a fee for first-year typewriting. Within the enrollment groups, the lowest percentage charging a fee was found in the northwest section in the 0-49 enrollment group. There were only three groups having less than 50 per cent of the schools charging a fee for first-year typewriting: the 0-49 group in the northwest section, the 0-49 group in the northeast section, and the 50-99 enrollment group in the northwest section.

In the 300-or-over group, every section had 100 per cent of the schools charging a fee. The only other 100 per cent group was the 200-299 group in the southeast section of the state.

Range of Fees Charged for First-Year Typewriting.

The data in Table IX indicate the range of fees charged by the schools for first-year typewriting. The range was from a low of 35¢ per semester to a high of \$12.50 per semester. All of the schools charging the low fee of 35¢ per semester were located in the northeast section of the state. The one school charging the \$12.50 per semester was located in the northwest section.

It was found that the most common fee charged was \$2.50 per semester; there were 52, or 23.85 per cent, of the schools charging this fee per semester. The next in frequency was the \$3.00 per semester fee, and 31, or 14.19 per cent, of the schools charged this fee.

There was only one school charging \$7.50 per semester. This school, located in the southeast section, stated that it rented the typewriters and

TABLE VIII

NUMBER AND PERCENTAGE OF RESPONDENTS CHARGING A FEE FOR FIRST-YEAR
 TYPEWRITING, TABULATED ACCORDING TO THE ENROLLMENT OF SCHOOLS AND BY
 SECTIONS OF THE STATE

Size of School Based on Enrollment	NORTHEAST			NORTHWEST			SOUTHWEST			SOUTHEAST		
	No. of Schools Offering 1st-Year Typewriting	No. of Schools Charging a Fee	Per Cent of Schools Charging a Fee	No. of Schools Offering 1st-Year Typewriting	No. of Schools Charging a Fee	Per Cent of Schools Charging a Fee	No. of Schools Offering 1st-Year Typewriting	No. of Schools Charging a Fee	Per Cent of Schools Charging a Fee	No. of Schools Offering 1st-Year Typewriting	No. of Schools Charging a Fee	Per Cent of Schools Charging a Fee
0-49	13*	6	46.15	17	7	41.17	14*	8	57.14	5	3	60.00
50-99	26	13	50.00	19	9	47.36	32*	22	69.06	23	15	65.21
100-199	17	12	70.58	14	13	92.85	18	17	94.44	19	15	78.94
200-299	13	12	92.30	5	4	80.00	5	4	80.00	7	7	100.00
300 or over	22	22	100.00	13	13	100.00	7	7	100.00	9	9	100.00
TOTAL	91	65	71.43	68	46	67.64	76	58	76.31	63	49	77.77

*Indicates an unuseable return.

This table should be read as follows: In the northeast section of the state, 6, or 46.15 per cent, of the 13 schools in the enrollment group between 0 and 49 that offered first-year typewriting charged a fee.

TABLE IX

AMOUNT OF FEES CHARGED BY SCHOOLS OFFERING FIRST-YEAR
 TYPERWRITING, TABULATED ACCORDING TO SIZE OF SCHOOL
 ENROLLMENT AND GEOGRAPHICAL SECTION OF THE STATE

Amount of Fee Charged	NORTHEAST						NORTHWEST						SOUTHWEST						SOUTHEAST						Total All Sections		
	0-49	50-99	100-199	200-299	300-Over	Total	0-49	50-99	100-199	200-299	300-Over	Total	0-49	50-99	100-199	200-299	300-Over	Total	0-49	50-99	100-199	200-299	300-Over	Total	No.	Per Cent	
.35	1				4	5																			5	2.25	
.50		1			1	2							1					1							4	1.83	
.75					1	1			1		2	3									1				5	2.25	
.80																			1						1	0.45	
1.00	2	1				3		1	1	1	5	8							1		1				13	5.96	
1.25			2			2																			2	0.91	
1.50	1	1	3	2	5	12	1				2	3			3	2		5	1	4	2		1	8	28	12.84	
1.75								1				1													1	0.45	
2.00		2	3	4	3	12			1	1	1	3	1	4	2				1	4	2				27	12.38	
2.25																									3	1.37	
2.50	1	2	2	3	4	12	1	6	3		2	12	2	6	5	2	2	17	1	5	3	3		11	52	23.85	
3.00	1	3	1	1	3	9	2		1	2	1	6	1	4	3				1	1	1	1	1	5	31	14.19	
3.40																						1			1	0.45	
3.50		1				1		1	1			2	1	1	1				1	1	1				8	3.67	
3.75			1		1	2																2			2	4	1.83
4.00		1				1		1	3			6		2	1	2		5		1	1				13	5.96	
4.50								1		1		1	1	1	2		1	5	1						8	3.67	
5.00		1		2		3	2					2	1	1	1			3	1		2		1		11	5.04	
7.50																					1				1	0.45	
12.50							1					1													1	0.45	
TOTALS	6	13	12	12	22	65	7	9	13	4	13	46	8	22	17	4	7	58	3	15	15	7	9	49	218	100.00	

This table should be read as follows: In the northeast section one school with enrollment between 0 and 49 and 4 schools with enrollments over 300 charged a typewriting fee of 35¢ per semester.

that it found it cheaper for the school to rent typewriters than to try to purchase and maintain its own machines.

Number and Percentage of Respondents Charging a Fee for Second-Year Typewriting.

As was true for first-year typewriting, the lowest percentage of schools charging a fee for second-year typewriting was found to be the northwest section, with 69.09 per cent of the schools charging a fee. This percentage was slightly higher than the 67.64 per cent for first-year typewriting.

The data in Table X indicate that the 50-99 enrollment group in the northwest section had the lowest percentage of schools charging a fee for second-year typewriting, 42.85 per cent. One other group had less than 50 per cent charging a fee for second-year typewriting, and that was the 0-49 enrollment group in the northwest section, with 46.15 per cent of the schools charging a fee.

As was also true in first-year typewriting, the 300-or-over group had all schools in all sections charging and the 200-299 group had all schools in the southeast section charging.

Range of Fees Charged for Second-Year Typewriting.

The range of fees charged for second-year typewriting is identical with the range for first-year typewriting. This information is indicated by the data in Table XI.

The most common fee charged for second-year typewriting was found to be \$2.50 per semester; 48, or 24.09 per cent, charged this fee. The second most common fee charged for second-year typewriting was \$1.50 per semester. There were 27, or 13.55 per cent, of the schools charging this fee. The \$3.00 per semester fee was a close third, with 26 or 13.05 per cent of the schools charging that fee per semester.

TABLE X

NUMBER AND PERCENTAGE OF RESPONDENTS CHARGING A FEE FOR SECOND-YEAR
 TYPEWRITING, TABULATED ACCORDING TO THE ENROLLMENT OF SCHOOLS AND BY
 SECTIONS OF THE STATE

Size of School Based on Enrollment	NORTHEAST			NORTHWEST			SOUTHWEST			SOUTHEAST		
	No. of Schools Offering 2nd-Year Typewriting	No. of Schools Charging a Fee	Per Cent of Schools Charging a Fee	No. of Schools Offering 2nd-Year Typewriting	No. of Schools Charging a Fee	Per Cent of Schools Charging a Fee	No. of Schools Offering 2nd-Year Typewriting	No. of Schools Charging a Fee	Per Cent of Schools Charging a Fee	No. of Schools Offering 2nd-Year Typewriting	No. of Schools Charging a Fee	Per Cent of Schools Charging a Fee
0-49	10	5	50.00	13	6	46.15	10	4	80.00	4	2	50.00
50-99	20	12	60.00	14	6	42.85	27*	19	70.37	21	15	71.42
100-199	17	12	70.58	12	11	91.66	17	16	94.11	18	14	77.77
200-299	13	12	92.30	4	3	75.00	4	3	75.00	5	5	100.00
300 or Over	20	20	100.00	12	12	100.00	7	7	100.00	7	7	100.00
TOTAL	80	61	76.25	55	38	69.09	65	49	75.38	55	43	78.18

*

This table should be read as follows: In the northeast section of the state, 5, or 50 per cent, of the 10 schools in the enrollment group between 0 and 49 that offered second-year typewriting charged a typewriting fee.

TABLE XI

AMOUNT OF FEES CHARGED BY SCHOOLS OFFERING SECOND-YEAR
 TYPEWRITING, TABULATED ACCORDING TO SIZE OF SCHOOL
 ENROLLMENT AND GEOGRAPHICAL SECTION OF THE STATE

Amount of Fee Charged	NORTHEAST						NORTHWEST						SOUTHWEST						SOUTHEAST						Total All Sections		
	0-49	50-99	100-199	200-299	300-Over	TOTAL	0-49	50-99	100-199	200-299	300-Over	TOTAL	0-49	50-99	100-199	200-299	300-Over	TOTAL	0-49	50-99	100-199	200-299	300-Over	TOTAL	No.	Per Cent	
	.35					4	4																			4	2.00
.50	1				1	2							1					1	2						4	2.00	
.75					1	1				1	1										1				3	1.51	
.80																									1	.50	
1.00	1	1				2		1	1	5	7										1		1	2	11	5.52	
1.25			2			2																			2	1.00	
1.50	1	1	3	2	4	11	1			2	3		3	2				5	1					8	27	13.55	
2.00		1	3	4	3	11			1	1	3		3	2				5	1	4	2	1	1	4	23	9.55	
2.25																									3	1.51	
2.50	1	3	2	3	4	13	1	5	3		2	11	2	5	4	1	2	14	5	2	3		10	48	24.09		
3.00	1	3	1	1	2	8	1		1	1	4		4	3			3	10	1	1	1	1	1	4	26	13.05	
3.40																						1			1	1	.50
3.50		1				1		1	1		2			1							1		1	2	6	3.01	
3.75			1		1	2																			2	1.00	
4.00			1			1		3			3		2	1	2			5		1	1			2	11	5.52	
4.50								1			1		1	2			1	4		1			1	2	7	3.51	
5.00		1		2		3	2				2		1	1	1			3			2			2	10	5.02	
7.50																					1			1	1	1	.50
12.50							1				1													1	1	1	.50
TOTALS	5	12	12	12	20	61	6	6	11	3	12	38	4	19	16	3	7	49	2	15	14	5	7	43	191	100.00	

This table should be read as follows: In the Northeast section 4 schools with an enrollment of 300 or over charged a typewriting fee in the amount of 35¢ per semester.

As in the case of first-year typewriting, the same two schools charged the \$7.50 per semester fees and the \$12.50 per semester fees for the second-year course.

It is significant that as the size of the enrollment group increased the percentage of schools charging a fee increased. This relationship is indicated by the data presented in Table XII. That situation was true for schools charging fees for both first-year typewriting and second-year typewriting. Table XII also indicates that 73.18 per cent of all schools surveyed charged a fee for first-year typewriting and that 73.74 per cent of all schools surveyed charged a fee for second-year typewriting.

The lowest percentage of schools charging a fee for either first-year typewriting or for second-year typewriting was found in the 0-49 enrollment group. The 300-or-over group showed 100 per cent charging fees for both first-year typewriting and second-year typewriting. Within the other enrollment groups there was very slight variation between the percentages for first-year typewriting and second-year typewriting.

The Methods by Which Schools Handle Funds Collected From Typewriting Fees.

The data in Tables XIII, XIV, XV, and XVI indicate the methods by which the schools maintain the funds collected from typewriting fees, and the percentage of schools employing each method.

In all geographical sections of the state except the southeast, the method of maintaining fees in the student activity fund was used more commonly than any other method employed. In the southeast section only 20, or 40.80 per cent, of the schools maintained the funds collected in the student activity fund. On the other hand, the southwest section with 34, or 60.00 per cent, of the schools maintaining funds by this method, had the highest percentage of schools employing this method.

TABLE XII

NUMBER AND PERCENTAGE OF RESPONDENTS CHARGING A FEE FOR SECOND-YEAR TYPEWRITING AND NUMBER AND PERCENTAGE OF RESPONDENTS CHARGING A FEE FOR FIRST-YEAR TYPEWRITING, TABULATED ACCORDING TO THE ENROLLMENT OF SCHOOLS

Size of School Based on Enrollment	First-Year Typewriting			Second-Year Typewriting		
	No. of Schools Offering	No. Of Schools Charging a Fee	Per Cent of Schools Charging a Fee	No. of Schools Offering	No. of Schools Charging a Fee	Per Cent of Schools Charging a Fee
0-49	49*	24	48.97	39	17	43.58
50-99	100	59	59.00	83	52	62.40
100-199	68	57	83.82	65	53	81.53
200-299	30	27	90.00	26	23	88.46
300 or Over	51	51	100.00	46	46	100.00
TOTAL	298	218	73.18	259	191	73.74

*Two returns were unuseable.

This table should be read as follows: Of the 49 schools with enrollments between 0 and 49, 24, or 48.97 per cent, charged a fee for first-year typewriting. Of the 39 schools with enrollments between 0 and 49, 17, or 43.58 per cent, charged a fee for second-year typewriting.

TABLE XIII

METHODS OF HANDLING THE FUNDS COLLECTED FROM TYPEWRITING FEES AND THE NUMBER AND PERCENTAGE OF RESPONDENTS HANDLING THE FUNDS BY EACH METHOD, TABULATED ACCORDING TO SIZE OF SCHOOLS

NORTHEAST SECTION

Size of School Based on Enrollment	Number of Schools Charging Fee	Fees Maintained in Separate Fund		Fees Maintained in Student Activity Fund		Fees Maintained by Other Methods	
		No.	Per Cent	No.	Per Cent	No.	Per Cent
0-49	6	5	83.33	1	16.66		
50-99	13	4	30.76	8	61.53	1	7.69
100-199	12	5	41.66	7	58.33		
200-299	12	5	41.66	7	58.33		
300 or Over	22	9	40.90	8	36.36	5	22.72
TOTAL	65	28	43.08	31	47.70	6	9.22

This table should be read as follows: Of the 6 schools with enrollments between 0 and 49, 5, or 83.33 per cent, maintained the funds collected from typewriting fees in a separate fund; 1, or 16.66 per cent, maintained the funds collected from typewriting fees in the student activity fund.

TABLE XIV

METHODS OF HANDLING THE FUNDS COLLECTED FROM TYPEWRITING FEES AND
THE NUMBER AND PERCENTAGE OF RESPONDENTS HANDLING THE FUNDS BY
EACH METHOD, TABULATED ACCORDING TO SIZE OF SCHOOLS

NORTHWEST SECTION

Size of School Based on Enrollment	Number of Schools Charging Fee	Fees Maintained in Separate Fund		Fees Maintained in Student Activity Fund		Fees Maintained by Other Methods	
		No.	Per Cent	No.	Per Cent	No.	Per Cent
0-49	7	1	14.28	5	71.42	1	14.28
50-99	9	2	22.22	7	77.77		
100-199	13	5	38.46	7	53.84	1	7.69
200-299	4	2	50.00	1	25.00	1	25.00
300 or Over	13	7	53.84	3	23.07	3	23.07
TOTAL	46	17	37.00	23	50.00	6	13.00

This table should be read as follows: Of the 7 schools with enrollments between 0 and 49 that charged a fee, 1, or 14.28 per cent, maintained the funds collected from typewriting fees in a separate fund; 5, or 71.42 maintained the funds collected from typewriting fees in the student activity fund; and 1, or 14.28 per cent, maintained the funds collected from typewriting fees by other methods.

TABLE XV

METHODS OF HANDLING THE FUNDS COLLECTED FROM TYPEWRITING FEES AND THE NUMBER AND PERCENTAGE OF RESPONDENTS HANDLING THE FUNDS BY EACH METHOD, TABULATED ACCORDING TO SIZE OF SCHOOLS

SOUTHWEST SECTION

Size of School Based on Enrollment	Number of Schools Charging Fee	Fees Maintained in Separate Fund		Fees Maintained in Student Activity Fund		Fees Maintained by Other Methods	
		No.	Per Cent	No.	Per Cent	No.	Per Cent
0-49	8	3	37.50	5	62.50		
50-99	22*	9	40.90	12	54.54		
100-199	17	5	29.41	12	70.58		
200-299	4	2	50.00	2	50.00		
300 or Over	7	3	42.85	3	42.85	1	14.28
TOTAL	58*	22	37.93	34	60.00	1	1.72

*One school did not indicate method of maintaining typewriting fees.

This table should be read as follows: Of the 8 schools with enrollments between 0 and 49 that charged a fee, 3, or 37.50 per cent, maintained the funds collected from typewriting fees in a separate fund; 5, or 62.50 per cent, maintained the funds collected from typewriting fees in the student activity fund.

TABLE XVI

METHODS OF HANDLING THE FUNDS COLLECTED FROM TYPEWRITING FEES AND
THE NUMBER AND PERCENTAGE OF RESPONDENTS HANDLING THE FUNDS BY
EACH METHOD, TABULATED ACCORDING TO SIZE OF SCHOOLS

SOUTHEAST SECTION

Size of School Based on Enrollment	Number of Schools Charging Fee	Fees Maintained in Separate Fund		Fees Maintained in Student Activity Fund		Fees Maintained by Other Methods	
		No.	Per Cent	No.	Per Cent	No.	Per Cent
0-49	3	1	33.33	2	66.67		
50-99	15	10	66.67	4	26.66	1	6.67
100-199	15	6	40.00	8	53.33	1	6.67
200-299	7	4	57.14	3	42.85		
300 or Over	9	5	55.55	3	33.34	1	11.11
TOTAL	49	26	53.06	20	40.80	3	6.14

This table should be read as follows: Of the 3 schools with enrollments between 0 and 49 that charged a fee, 1, or 33.33 per cent, maintained the funds collected from typewriting fees in a separate fund; 2, or 66.67 per cent, maintained the funds collected from typewriting fees in the student activity fund.

The southeast section was the section with the highest percentage of schools maintaining the funds collected from typewriting fees in a separate fund. A total of 26, or 53.06 per cent, of the schools in that section maintained the funds collected in a separate fund. The lowest percentage using this method was the northwest section, in which only 37 per cent of the schools used the separate fund.

Maintaining funds by other means was mentioned least frequently by each section. The southwest section, with only 1.72 per cent employing other means was lowest, and the northwest section, with 13 per cent employing other means, was highest in the percentage of schools using other means.

The data in Table XVII indicate the situation for the state as a whole. Just a fraction of a point less than 50 per cent of the schools of the state surveyed maintain the funds collected from typewriting fees in the student activity fund; 108, or 49.54 per cent, of all schools surveyed employ this method. Only 16, or 7.34 per cent, of the schools surveyed maintained the funds collected by other means. Other means consisted of (1) paying funds direct to agency for rental of typewriters, (2) maintaining funds in the General Fund of the Board of Education, or (3) using a fund in which the commercial department had complete control over the spending of the funds.

Number and Percentage of Schools Offering First-Year Typewriting During Each School Year, 1946-47 to 1950-51, Inclusive.

It is interesting to note that in no section was first-year typewriting offered by all schools every year in the five-year period from the 1946-47 to the 1950-51 school year. The highest percentage was registered by the northwest section which indicated that 97.06 per cent of the schools had offered first-year typewriting each school year from 1946-47 to 1950-51, inclusive. This information is revealed by the data contained in Table XVIII. Eleven of the 12 enrollment groups in the 100-199, 200-299, and 300-or-over enrollment

TABLE XVII

METHODS OF MAINTAINING FUNDS COLLECTED FROM TYPEWRITING FEES AND NUMBER AND PERCENTAGE OF SCHOOLS MAINTAINING FUNDS BY EACH METHOD, TABULATED ACCORDING TO SIZE OF SCHOOLS

Size of School Based on Enrollment	No. of Schools Charging Fees	Schools Maintaining Fees in Separate Fund		Schools Maintaining Fees in Student Activity Fund		Schools Maintaining Fees by Other Methods	
		No.	Per Cent	No.	Per Cent	No.	Per Cent
0-49	24	10	41.66	13	54.16	1	4.16
50-99	59*	25	42.37	31	52.54	2	3.38
100-199	57	21	36.84	34	59.64	2	3.50
200-299	27	13	48.22	13	48.22	1	3.70
300 of Over	51	24	47.05	17	33.33	10	19.60
TOTAL	218	93	42.67	108	49.54	16	7.34

*One school did not indicate method of maintaining typewriting fees.

This table should be read as follows: Of the 24 schools in the enrollment group between 0 and 49, that charge a fee, 10, or 41.66 per cent, maintain the fees collected in a separate fund; 13, or 54.16 per cent, maintain the fees collected in the student activity fund, and 1, or 4.16 per cent, maintains the fees collected by other means.

TABLE XVIII

NUMBER AND PERCENTAGE OF SCHOOLS OFFERING FIRST-YEAR TYPEWRITING
DURING EACH SCHOOL YEAR, 1946-47 TO 1950-51, INCLUSIVE, INDICATED
BY YEARS, TABULATED ACCORDING TO SIZE OF SCHOOLS AND SECTIONS OF THE STATE

Size of School Based on Enrollment	NORTHEAST					NORTHWEST					SOUTHWEST					SOUTHEAST				
	Total Schools	No. not Replying to Question	No. Offering but not Every Year	No. Offering Every Year	Per Cent Offering Every Year	Total Schools	No. not Replying to Question	No. Offering but not Every Year	No. Offering Every Year	Per Cent Offering Every Year	Total Schools	No. not Replying to Question	No. Offering but not Every Year	No. Offering Every Year	Per Cent Offering Every Year	Total Schools	No. not Replying to Question	No. Offering but not Every Year	No. Offering Every Year	Per Cent Offering Every Year
0-49	14	1	13	12	86.00	17	17	15	88.23	15	1	14	9	60.00	5		5	3	60.00	
50-99	26			26	100.00	19		19	100.00	32	1	31	29	93.75	23	1		22	95.65	
100-199	17			17	94.11	14		14	100.00	18			18	100.00	19			19	100.00	
200-299	13			13	100.00	5		5	100.00	5			5	100.00	7			7	100.00	
300 or Over	22			22	100.00	13		13	100.00	7			7	100.00	9			9	100.00	
TOTAL	92	1	30	89	96.74	68	17	66	97.06	77	2	45	68	90.00	63	1	5	60	95.24	

This table should be read as follows: Of the 14 schools in the northeast section with enrollments between 0-49, 1 did not reply to the question, 13 have offered typewriting but not every year, and 12, or 86.00 per cent, have offered first-year typewriting every year from 1946-47 to 1950-51, inclusive.

brackets indicated that 100 per cent of the schools had offered first-year typewriting each school year during that five-year period.

Number and Percentage of Schools Offering Second-Year Typewriting During Each School Year, 1946-47 to 1950-51, Inclusive.

The data in Table XIX indicate the situation as it applies to the second-year typewriting classes for the period from 1946-47 to 1950-51, inclusive. It will be noted that the percentages for schools offering second-year typewriting during that period were much lower than for the schools offering first-year typewriting during the same period. The best percentage for the second-year typewriting classes was the 82.62 per cent registered by the northeast section. In only one enrollment group, the 300-or-over group in the southwest section, had 100 per cent of the schools offered second-year typewriting each school year during the period.

It is significant to note that there were five schools that had not offered second-year typewriting within the five-year period. Eleven respondents failed to answer the question as it pertained to second-year typewriting as compared with only four respondents who failed to answer the same question as it pertained to first-year typewriting as was indicated in Table XVIII.

Methods by Which Textbooks are Made Available to the Students.

The most significant fact indicated in Table XX is that slightly over 75 per cent of the students enrolled in typewriting courses in the schools surveyed must purchase their textbooks for the typewriting class. There were 10, or 3.33 per cent, of the schools that rented the textbooks for a separate rental fee, and these schools were all found in the 200-299 and 300-or-over enrollment groups.

The enrollment group with the largest percentage of schools in which students purchase textbooks was the 50-99 enrollment group. In this group, 86.00 per cent of the schools require that the students purchase the textbooks.

TABLE XIX

NUMBER AND PERCENTAGE OF SCHOOLS OFFERING SECOND-YEAR TYPEWRITING DURING EACH SCHOOL YEAR, 1946-47 TO 1950-51, INCLUSIVE, INDICATED BY YEARS, TABULATED ACCORDING TO SIZE OF SCHOOLS AND SECTIONS OF THE STATE

Size of School Based on Enrollment	NORTHEAST					NORTHWEST					SOUTHWEST					SOUTHEAST				
	Total Schools	No. not Replying to Question	No. Offering but not Every Year	No. Offering Every Year	Per Cent Offering Every Year	Total Schools	No. not Replying to Question	No. Offering but not Every Year	No. Offering Every Year	Per Cent Offering Every Year	Total Schools	No. not Replying to Question	No. Offering but not Every Year	No. Offering Every Year	Per Cent Offering Every Year	Total Schools	No. not Replying to Question	No. Offering but not Every Year	No. Offering Every Year	Per Cent Offering Every Year
0-49	14	2 ^b	12	9	64.28	17	1 ^a	16	11	64.70	15	2	13	5	33.33	5	5	3	60.00	
50-99	26	1 ^a	25	20	76.92	19	2 ^a	17	11	57.89	32	3	29	23	71.87	23	2	21	20	87.00
100-199	17		17	15	88.23	14	1	13	9	64.28	18	1 ^c	17	16	88.88	19		19	16	84.21
200-299	13		13	12	92.30	5		5	4	80.00	5	1	4	3	60.00	7	1	6	5	71.43
300 or Over	22		22	20	90.90	13		13	12	92.30	7		7	7	100.00	9	1	8	7	77.77
TOTAL	92	3	89	76	82.62	68	4	64	47	70.00	77	7	63	54	70.00	63	4	59	51	80.95

^a Indicates one school not offering within period.

^b Indicates one school not offering within period and an unuseable return.

^c Indicates an unuseable return

This table should be read as follows: Of the 14 schools in the northeast section with enrollments between 0-49, 2 did not reply to the question, 12 have offered typewriting but not every year, and 9, or 64.28 per cent, have offered second-year typewriting every year from 1946-47 to 1950-51, inclusive.

TABLE XX

METHODS BY WHICH TEXTBOOKS ARE MADE AVAILABLE TO THE STUDENTS BY THE RESPONDENTS AND NUMBER AND PERCENTAGE OF RESPONDENTS USING EACH METHOD, TABULATED ACCORDING TO SIZE OF SCHOOLS

Size of School Based on Enrollment	Number of Schools	Schools in Which Typewriting Fee Includes Use of Textbook		Schools in Which Textbook is Rented for Separate Fee		Schools in Which Textbook is Furnished Free		Schools in Which Student is Required to Purchase Textbook	
		No.	Per Cent	No.	Per Cent	No.	Per Cent	No.	Per Cent
0-49	51*	4	7.84			2	3.92	43	84.31
50-99	100**	5	5.00			7	7.00	86	86.00
100-199	68	8	11.76			6	8.82	54	69.41
200-299	30	7	23.33	2	6.66	2	6.66	19	63.33
300 or Over	51	19	37.25	8	15.49	5	10.19	19	37.25
TOTAL	300	43	14.39	10	3.33	22	7.34	221	75.67

*Two returns were not useable.

**Two schools did not indicate the method used.

This table should be read as follows: Of the 51 schools with enrollments between 0 and 49, 4, or 7.84 per cent, included the use of the textbook in the typewriting fees; 2, or 3.92 per cent, furnished the textbook free, and 43, or 84.31 per cent, required that the students purchase the textbook.

The 300-or-over enrollment group had the highest percentage of schools in which the typewriting fee included the use of the textbook, 37.25 per cent.

Methods by Which Textbooks are Made Available to the Students by Schools That Charged a Typewriting Fee.

The data in Table XXI pertain to the method of supplying the textbooks by the schools that charged a typewriting fee. An interesting thing to note is that 54.54 per cent of the schools that reported that they furnished the typewriting textbook free also charged a typewriting fee. In such cases the question arises as to whether the textbook should be considered as furnished free or the use of the textbook should be considered a privilege provided for the fee charged. This situation was anticipated in preparing the questionnaire and the wording of the questions pertaining to the method of supplying the textbooks was intended to help clarify this point.

In the situation that required the student to purchase the textbook, the percentage of schools charging a fee was higher than in the situation in which the textbook was furnished "free." It was found that 69.27 per cent of the schools requiring that the student purchase the textbook also charged a typewriting fee.

The data in Table XXII indicate the number and percentage of schools that charge both a typewriting fee and a separate textbook rental fee. There were 10, or 4.59 per cent, of the schools charging a typewriting fee that also charged a separate textbook rental fee. All of the schools in which this situation was found were schools with an enrollment of 200 or more.

Range of Textbook Rental Fees.

The range of the book rental fees is indicated by the data presented in Table XXIII. The range was found to be from 12 $\frac{1}{2}$ ¢ per semester to 75¢ per semester. The fee charged most frequently was 50¢ per semester; 4 of the schools charged this fee.

TABLE XXI

METHODS OF SUPPLYING TEXTBOOKS USED BY SCHOOLS CHARGING A TYPEWRITING FEE, AND NUMBER AND PERCENTAGE OF SCHOOLS USING EACH METHOD, TABULATED ACCORDING TO SIZE OF SCHOOLS

Size of School Based on Enrollment	Number of Schools	Typewriting Fee Includes Use of Textbook			Textbook is Rented for Separate Fee			Textbook is Furnished Free			Student is Required to Purchase Textbook			Total No. of Schools Charging a Typewriting Fee	Per Cent of Total Schools Charging a Typewriting Fee
		No. of Schools	No. Charging Typewriting Fee	Per Cent Charging Typewriting Fee	No. of Schools	No. Charging Typewriting Fee	Per Cent Charging Typewriting Fee	No. of Schools	No. Charging Typewriting Fee	Per Cent Charging Typewriting Fee	No. of Schools	No. Charging Typewriting Fee	Per Cent Charging Typewriting Fee		
0-49	51*	4	4	100.00				2			43	20	46.51	24	47.06
50-99	100	5	5	100.00				7	2	28.59	86	52	60.47	59	59.00
100-199	68	8	8	100.00				6	4	66.67	54	45	83.34	57	83.82
200-299	30	7	7	100.00	2	2	100.00	1	1	100.00	19	17	89.47	27	90.00
300 or Over	51	19	19	100.00	8	8	100.00	5	5	100.00	19	19	100.00	51	100.00
TOTAL	300*	43	43	100.00	10	10	100.00	22	12	54.54	221	153	69.27	218	73.18

* Two of these returns were not useable.

This table should be read as follows: Of the 51 schools with enrollments between 0 and 49, 4 schools included use of textbooks in the typewriting fee, and 4, or 100.00 per cent, of those schools charged a typewriting fee; 2 schools supplied the textbooks free and charged no typewriting fee; 43 schools required the students to purchase the textbook, and 20, or 46.51 per cent, of those schools charged a typewriting fee.

TABLE XXII

NUMBER OF SCHOOLS CHARGING A TYPEWRITING FEE AND
NUMBER AND PERCENTAGE OF THOSE SCHOOLS CHARGING
A TEXTBOOK RENTAL FEE FOR FIRST-YEAR AND SECOND-
YEAR TYPEWRITING, TABULATED ACCORDING TO SIZE OF SCHOOLS

Size of School Based on Enrollment	FIRST-YEAR			SECOND-YEAR		
	No. Schools Charging a Fee	No. Schools Charging Book Rental Fee	Per Cent Charging Book Rental Fee	No. Schools Charging a Fee	No. Schools Charging Book Rental Fee	Per Cent Charging Book Rental Fee
0-49	24			17		
50-99	59			52		
100-199	57			53		
200-299	27	2	7.40	23	2	8.30
300 or Over	51	8	15.70	46	8	17.40
TOTAL	218	10	4.59	191	10	5.23

This table should be read as follows: Of the 27 schools with enrollments between 200 and 299 charging a typewriting fee for first-year typewriting, 2, or 7.40 per cent, required students to pay a separate textbook rental fee.

TABLE XXIII

RANGE OF TEXTBOOK RENTAL FEES CHARGED PER SEMESTER AND NUMBER AND PERCENTAGE OF SCHOOLS CHARGING EACH FEE, TABULATED ACCORDING TO SIZE OF SCHOOLS

Amount Rental Fee Charged	Number of Schools of Each Size Charging Fee					Total	Per Cent of Total
	0-49	50-99	100-199	200-299	300 or Over		
12½¢					1	1	10.00
25¢					2	2	20.00
35¢				1		1	10.00
45¢				1		1	10.00
50¢					4	4	40.00
75¢					1	1	10.00
TOTAL				2	8	10	100.00

This table should be read as follows: One school with an enrollment over 300 charged 12½¢ per semester textbook rental fee. This school comprised 10.00 per cent of the total number of schools charging textbook rental fees.

In Table XXIV the data indicate that 6 of the schools that charged \$1.00 per semester typewriting fees also charged 50¢ per semester textbook rental fees. The highest combination of fees indicated by the data in Table XXIV was in the one school that charged a \$5.00 typewriting fee per semester and a 45¢ textbook rental fee per semester.

The Total Number of Typewriters Purchased During the 1949-50 School Year; Number That Were Replacements and/or Additions to Those in the Laboratories.

Schools in the 100-199 enrollment group indicated the highest percentage of replacements during the 1949-50 school year with 289, or 81.20 per cent, of the typewriters purchased being replacements. Schools in the 50-99 enrollment group indicated the highest percentage of additions; 133, or 29.36 per cent, of the typewriters they purchased were additions to those already in the laboratories.

For the state as a whole it was found that 76.58 per cent of the purchases of typewriters during the 1949-50 school year were replacements for old typewriters traded in.

The 300-or-over enrollment group indicated the highest percentage of purchases in relation to the total number of typewriters in the laboratories. It was found that 707, or 33.22 per cent, of the typewriters in the laboratories of schools in this group were purchased during the 1949-50 school year. The lowest percentage of purchases was found in the 0-49 enrollment group where only 88, or 21.58 per cent, of the typewriters in the laboratories were purchased during the 1949-50 school year.

In looking back to Table VII, it is not surprising to find the above situation since the average number of students per typewriter was found to be the highest in the 300-or-over enrollment group and the lowest average number of students per typewriter was found in the 0-49 enrollment group.

TABLE XXIV
 RANGE OF TEXT BOOK RENTAL FEES CHARGED PER
 SEMESTER, TABULATED ACCORDING TO THE AMOUNT
 OF TYPEWRITING FEES CHARGED PER SEMESTER

Number of Schools Charging Textbook Rental Fees of Various Amounts							
Amount of Typewriting Fee Charged	Number Charging 12 5 ¢	Number Charging 25¢	Number Charging 35¢	Number Charging 45¢	Number Charging 50¢	Number Charging 75¢	Total Number of Schools
\$1.00		1	1		3	1	6
\$2.00	1						1
\$2.50		1					1
\$3.00					1		1
\$5.00				1			1
TOTAL	1	2	1	1	4	1	10

This table should be read as follows: Of the 6 schools charging \$1.00 per semester typewriting fees, 1 charged 25¢ per semester textbook rental fee; 1 charged 35¢ per semester textbook rental fee; 3 charged 50¢ per semester textbook rental fee; and 1 charged 75¢ per semester textbook rental fee.

TABLE XXV

NUMBER OF TYPEWRITERS PURCHASED DURING THE 1949-50 SCHOOL YEAR,
 NUMBER AND PERCENTAGE OF TYPEWRITERS THAT WERE REPLACEMENTS
 AND THE NUMBER AND PERCENTAGE OF TYPEWRITERS THAT WERE
 ADDITIONS; PERCENTAGE OF TOTAL TYPEWRITERS THAT WERE PURCHASED
 DURING 1949-50 TABULATED ACCORDING TO SCHOOL ENROLLMENT

Size of School Based on Enrollment	Total No. Purchased	Number of Replacements	Per Cent Replacements	Number of Additions	Per Cent Additions	Total Number in Laboratories	Per Cent Total Purchased in 1949-50
0-49	119	88	73.95	31	27.05	552	21.58
50-99	453	320	70.64	133	29.36	1615	28.05
100-199	356	289	81.20	67	18.80	1508	23.60
200-299	189	153	81.00	36	19.00	703	26.88
300 or Over	707	547	74.54	160	25.46	2128	33.22
TOTAL	1824	1397	76.58	427	23.42	6506	28.03

This table should be read as follows: In schools with enrollments between 0-49, a total of 119 typewriters were purchased during the 1949-50 school year. Of this number, 88, or 73.95 per cent, were replacements for old machines; 31, or 27.05 per cent, were additions to the number of machines in the laboratories. There was a total of 552 typewriters in the laboratories of the schools in the 0-49 enrollment group, and the total number purchased during the 1949-50 school year was 21.58 per cent of that total.

For the entire state it was found that 28.03 per cent of the total number of typewriters in the laboratories were purchased during the 1949-50 school year either as replacements for old typewriters traded in or as additions to the number of typewriters already in the laboratories.

In Table XXVI the data are broken down into sections and enrollment groups to indicate the number and percentage of purchases for replacements and/or additions during the 1949-50 school year. The northwest section, with 28.22 per cent additions, had the highest percentage of any section for additions. A comparison of percentages of replacements by sections shows remarkable uniformity. All sections indicated that from 77.78 per cent to 79.22 per cent of the typewriters purchased during the 1949-50 school year were for replacement of old typewriters traded in.

Methods of Financing Typewriter Purchases.

The data in Tables XXVII, XXVIII, XXIX, and XXX indicate the methods of financing typewriter purchases employed by the schools in the survey. Mentioned most frequently in each section, with the exception of the southeast section, was "by other means." The highest percentage of schools purchasing typewriters by other means was found to be in the northeast section; 58, or 63.04 per cent, of the schools employed other means of financing typewriter purchases. Other means, as indicated by the respondents, consisted of (1) purchase by the Board of Education, (2) purchased from the district funds, (3) purchased from the general budget, or (4) purchased from the general funds. It all amounted to the same thing for all practical purposes--the typewriters were purchased by the Board of Education and not from a specific fund to which the students enrolled in the typewriting classes had contributed fees.

By sections, the method used least frequently was the method of financing purchases entirely from typewriting fees. The section having the highest

TABLE XXVI

NUMBER OF TYPEWRITERS PURCHASED DURING 1949-1950 SCHOOL YEAR, NUMBER AND PER CENT OF PURCHASES THAT WERE REPLACEMENTS FOR OLD MACHINES, AND THE NUMBER AND PER CENT OF PURCHASES THAT WERE ADDITIONS TO THE TYPEWRITERS IN THE SCHOOL, TABULATED ACCORDING TO SIZE OF SCHOOLS AND SECTIONS OF THE STATE

Size of School Based on Enrollment	NORTHEAST					NORTHWEST					SOUTHWEST					SOUTHEAST				
	No. of Typewriters Purchased	No. that Were Replacements	% Replacements	No. that Were Additions	% Additions	No. of Typewriters Purchased	No. that Were Replacements	% Replacements	No. that Were Additions	% Additions	No. of Typewriters Purchased	No. that Were Replacements	% Replacements	No. that Were Additions	% Additions	No. of Typewriters Purchased	No. that Were Replacements	% Replacements	No. that Were Additions	% Additions
0-49	25	15	60.00	10	40.00	68	61	89.7	7	10.29	19	12	63.15	7	36.84	7	0	0	7	100.00
50-99	77	54	70.13	23	29.87	100	86	86.00	14	14.00	170	109	64.11	61	35.88	106	71	66.99	35	33.01
100-199	80	47	58.75	33	41.25	109	92	84.40	17	15.59	99	91	91.91	8	8.08	68	59	86.76	9	13.23
200-299	95	85	89.48	10	10.52	32	31	96.87	1	3.12	28	9	32.14	19	67.86	34	28	82.35	6	17.64
300 or Over	214	188	87.85	26	12.15	226	114	50.43	112	49.57	169	154	91.13	14	8.87	98	91	92.86	7	7.14
TOTAL	491	389	79.22	102	20.77	535	384	71.78	151	28.22	485	375	77.31	110	22.69	313	249	76.67	64	23.33

This table should be read as follows: Of the 25 typewriters purchases by schools with enrollments between 0 and 49 in the northeast section, 15, or 60 per cent, were replacements for old machines traded in; 10, or 40.00 per cent were additions to the present number of machines in the typewriting laboratories.

TABLE XXVII

METHODS OF FINANCING TYPEWRITING PURCHASES, NUMBER AND PERCENTAGE OF SCHOOLS USING EACH METHOD, AND THE TOTAL NUMBER OF TYPEWRITERS PURCHASED DURING THE 1949-1950 SCHOOL YEAR, TABULATED ACCORDING TO SIZE OF SCHOOLS

NORTHEAST SECTION

Size of School Based on Enrollment	Number of Schools	Purchased Entirely from Typewriting Fees			Purchased Partially from Typewriting Fees			Purchased by Other Means								
		No. of Schools	Per Cent of Total Schools	No. of Typewriters Purchased	No. of Schools	Per Cent of Total Schools	No. of Typewriters Purchased	No. of Schools	Per Cent of Total Schools	No. of Typewriters Purchased						
0-49	14	1	7.14	1	100.00	1	11	78.57	5	45.45	24					
50-99	26	1	5.84	1	100.00	1	4	15.38	4	100.00	8	21	80.76	14	66.66	63
100-199	17	1	5.88	1	100.00	6	3	17.64	2	66.66	16	13	76.47	11	84.61	58
200-299	13	4	30.76	4	100.00	23	5	38.46	4	80.00	41	4	30.76	3	75.00	31
300-Over	22	2	9.09	2	100.00	38	12	54.54	10	83.33	81	8	36.36	7	87.50	95
TOTAL	92	8	8.69	8	100.00	68	25	27.17	21	84.00	147	58	63.04	40	68.96	271

This table should be read as follows: Of the 14 schools in the northeast section with enrollments between 0 and 49, 1, or 7.14 per cent, purchased typewriters partially from typewriting fees collected; 1, or 100.00 per cent, purchased typewriters during the 1949-1950 school year; 1 typewriter was purchased by this method.

TABLE XXVIII

METHODS OF FINANCING TYPEWRITING PURCHASES, NUMBER AND PERCENTAGE OF SCHOOLS USING EACH METHOD, AND THE TOTAL NUMBER OF TYPEWRITERS PURCHASED DURING THE 1949-1950 SCHOOL YEAR, TABULATED ACCORDING TO SIZE OF SCHOOLS

NORTHWEST SECTION

Size of School Based on Enrollment	Number of Schools	No. of Schools Purchasing Entirely from Typewriting Fees	Per Cent of Total Schools	No. of Schools Purchasing During Year	Per Cent of Schools Purchasing During Year	No. of Typewriters Purchased During Year	No. of Schools Purchasing Partially from Typewriting Fees	Per Cent of Total Schools	No. of Schools Purchasing During Year	Per Cent of Schools Purchasing During Year	No. of Typewriters Purchased During Year	No. of Schools Purchasing by Other Means	Per Cent of Total Schools	No. of Schools Purchasing During Year	Per Cent of Schools Purchasing During Year	No. of Typewriters Purchased During Year
0-49	17	1	5.88				3	17.64	2	66.66	17	13	76.47	8	61.53	39
50-99	19						4	21.05	4	100.00	14	15	78.94	13	86.66	86
100-199	14						8	57.14	6	75.00	43	6	42.85	5	83.33	39
200-299	5						2	40.00	2	100.00	9	3	60.00	2	66.66	23
300-Over	13	3	23.07	3	100.00	73	7	53.84	7	100.00	116	3	23.07	3	100.00	37
TOTAL	68	4	5.88	3	75.00	73	24	34.70	21	87.50	199	40	58.82	31	77.50	224

This table should be read as follows: Of the 17 schools in the northwest section with enrollments of between 0 and 49 pupils, 1, or 5.88 per cent, purchase typewriters entirely from typewriting fees collected. Three, or 17.64 per cent, of the schools in this classification purchase typewriters partially from typewriting fees; of these, 2, or 66.66 per cent, purchased typewriters during the 1949-1950 school year, purchasing a total of 17 typewriters.

TABLE XXIX

METHODS OF FINANCING TYPEWRITING PURCHASES, NUMBER AND PERCENTAGE OF SCHOOLS USING EACH METHOD, AND THE TOTAL NUMBER OF TYPEWRITERS PURCHASED DURING THE 1949-1950 SCHOOL YEAR, TABULATED ACCORDING TO SIZE OF SCHOOLS

SOUTHWEST SECTION

Size of School Based on Enrollment	Number of Schools	Purchased Entirely from Typewriting Fees			Purchased Partially from Typewriting Fees			Purchased by Other Means		
		No. of Schools	Per Cent of Total Schools	No. of Typewriters Purchased During Year	No. of Schools	Per Cent of Total Schools	No. of Typewriters Purchased During Year	No. of Schools	Per Cent of Total Schools	No. of Typewriters Purchased During Year
0-49	15				6	40.00	12	8	53.33	39
50-99	32	1	3.12	3	10	31.25	80	18	56.25	72
100-199	18	5	27.77	31	10	55.55	57	2	11.11	4
200-299	5	3	60.00	12	2	40.00	16	2	40.00	16
300-Over	7	2	28.57	39	3	42.85	95	2	28.57	35
TOTAL	77	11	14.28	85	29	37.66	244	32	41.81	166

This table should be read as follows: Of the 15 schools in the southwest section with enrollments between 0 and 49, 6, or 40.00 per cent, purchase typewriters partially from typewriting fees collected; 4, or 26.66 per cent, of those schools purchased typewriters during the 1949-1950 school year, and they purchased a total of 12 typewriters.

TABLE XXX

METHODS OF FINANCING TYPEWRITING PURCHASES, NUMBER AND PERCENTAGE OF SCHOOLS USING EACH METHOD, AND THE TOTAL NUMBER OF TYPEWRITERS PURCHASED DURING THE 1949-1950 SCHOOL YEAR, TABULATED ACCORDING TO SIZE OF SCHOOLS

SOUTHEAST SECTION

Size of School Based on Enrollment	Number of Schools	No. of Schools Purchasing Entirely from Typewriting Fees	Per Cent of Total Schools	No. of Schools Purchasing During Year	Per Cent of Schools Purchasing During Year	No. of Typewriters Purchased During Year	No. of Schools Purchasing Partially from Typewriting Fees	Per Cent of Total Schools	No. of Schools Purchasing During Year	Per Cent of Schools Purchasing During Year	No. of Typewriters Purchased During Year	No. of Schools Purchasing by Other Means	Per Cent of Total Schools	No. of Schools Purchasing During Year	Per Cent of Schools Purchasing During Year	No. of Typewriters Purchased During Year
0-49	5						1	20.00	1	100.00	3	4	80.00	1	25.00	4
50-99	23						10	43.47	10	100.00	62	11	47.82	8	72.72	46
100-199	19	1	5.26	1	100.00	10	7	36.84	4	57.14	30	11	57.89	7	63.63	27
200-299	7	2	28.57	2	100.00	7	5	71.42	4	80.00	27					
300-Over	9	3	33.33	3	100.00	60	6	66.66	6	100.00	38					
TOTAL	63	6	9.52	6	100.00	77	29	46.03	25	86.20	160	26	41.26	16	61.53	77

This table should be read as follows: Of the 5 schools in the southeast section with enrollments between 0 and 49, 1, or 20.00 per cent, purchase typewriters partially from typewriting fees collected; 1, or 100.00 per cent, of those schools purchased typewriters during the 1949-1950 school year, purchasing a total of 3 typewriters.

percentage of schools employing this method was the southwest section in which 11, or 14.28 per cent, of the schools used this method of financing typewriter purchases.

In Table XXXI a summary of the methods of financing typewriter purchases by the schools included in the survey is presented. It is significant that slightly more than one-half of the schools financed typewriter purchases by means other than directly from funds provided from typewriting fees. On the other hand, 29, or 9.66 per cent, of the schools financed their typewriter purchases entirely from funds collected from typewriting fees. Twenty-seven, or 93.1 per cent, of the schools that financed typewriter purchases entirely from typewriting fees purchased typewriters during the 1949-50 school year. Three enrollment groups that financed typewriter purchases entirely from typewriting fees indicated that 100 per cent of the schools purchased typewriters during the 1949-50 school year. These groups were: 50-99, 100-199, and 300-or-over.

Only one enrollment group that financed typewriter purchases partially from typewriting fees indicated that 100 per cent of the schools purchased typewriters during the 1949-50 school year. This was the 50-99 enrollment group.

The 0-49 enrollment group, which indicated that only 22, or 59.46 per cent, of the schools financing purchases by other means purchased typewriters during the 1949-50 school year, indicated the lowest percentage of purchases of any enrollment group.

Methods of Financing Typewriter Purchases by Respondents That Charged A Typewriting Fee.

In Tables XXXII, XXXIII, XXXIV, and XXXV, the methods of financing typewriter purchases used by respondents charging a typewriting fee are listed and the number and percentage of respondents employing each method are tabulated by size of the schools.

TABLE XXXI

METHODS OF FINANCING TYPEWRITER PURCHASES, NUMBER OF TYPEWRITERS PURCHASED DURING THE 1949-1950 SCHOOL YEAR BY EACH METHOD AND THE PERCENTAGE PURCHASED BY EACH METHOD, TABULATED ACCORDING TO SIZE OF THE SCHOOLS

Size of School Based on Enrollment	Number of Schools	No. of Schools Purchasing Entirely from Typewriting Fees	Per Cent of Total Schools	No. of Schools Purchasing During Year	Per Cent of Schools Purchasing During Year	No. of Typewriters Purchased During Year	No. of Schools Purchasing Partially from Typewriting Fees	Per Cent of Total Schools	No. of Schools Purchasing During Year	Per Cent of Schools Purchasing During Year	No. of Typewriters Purchased During Year	No. of Schools Purchasing by Other Means	Per Cent of Total Schools	No. of Schools Purchasing During Year	Per Cent of Schools Purchasing During Year	No. of Typewriters Purchased During Year
0-49	51*	1	1.06				10	19.60	8	80.00	33	37	72.54	22	59.46	74
50-99	100**	2	2.00	2	100.00	4	27	27.00	27	100.00	164	66	66.00	49	71.24	267
100-199	68***	7	10.28	7	100.00	47	28	41.17	22	78.57	146	32	47.05	24	75.00	128
200-299	30	9	30.00	8	88.89	42	12	40.00	10	83.34	77	9	30.00	7	77.78	70
300-Over	51	10	19.6	10	100.00	210	28	54.9	24	89.28	330	13	25.49	12	92.31	167
TOTAL	300	29	9.66	27	93.1	203	105	35.00	92	87.62	750	157	52.33	109	69.42	706

*Two returns were not useable. One school rents their typewriters.

**One return was not useable. Four schools did not indicate method.

***One school did not indicate method.

This table should be read as follows: Of the 51 schools surveyed in the group with enrollments between 0 and 49, 1, or 1.06 per cent, purchased typewriters entirely from typewriting fees collected; 10, or 19.60 per cent, purchased typewriters partially from fees collected. Eight, or 80.00 per cent, of the latter schools purchased typewriters during the 1949-1950 school year, purchasing a total of 33 typewriters by this method. Thirty-seven, or 72.54 per cent, of the schools purchased typewriters by other methods; 22, or 59.46 per cent, of these schools purchased a total of 74 typewriters.

TABLE XXXII

METHODS OF FINANCING TYPEWRITING PURCHASES BY RESPONDENTS THAT CHARGE A TYPEWRITING FEE AND NUMBER AND PERCENTAGE OF RESPONDENTS THAT PURCHASE TYPEWRITERS BY EACH METHOD, TABULATED ACCORDING TO SIZE OF THE SCHOOLS

NORTHEAST SECTION

Size of School Based on Enrollments	Number Charging Fee	Number Entirely From Fees	Per Cent Entirely From Fees	Number Partially From Fees	Per Cent Partially From Fees	Number by Other Means	Per Cent by Other Means
0-49	6			1	16.66	5	83.34
50-99	13	1	7.69	4	30.79	8	61.52
100-199	12	1	8.33	3	25.00	8	66.67
200-299	12	4	33.33	5	41.67	3	25.00
300 or Over	22	2	9.09	12	54.54	8	36.37
TOTAL	65	8	1.23	25	38.46	32	60.63

This table should be read as follows: Of the 6 schools with enrollments between 0 and 49 that charged fees, 1, or 16.66 per cent, financed typewriter purchases partially from fees collected, and 5, or 83.34 per cent, financed typewriter purchases by other means.

TABLE XXXIII

METHODS OF FINANCING TYPEWRITING PURCHASES BY RESPONDENTS THAT CHARGE A TYPEWRITING FEE AND NUMBER AND PERCENTAGE OF RESPONDENTS THAT PURCHASE TYPEWRITERS BY EACH METHOD, TABULATED ACCORDING TO SIZE OF THE SCHOOLS

NORTHWEST SECTION

Size of School Based on Enrollments	Number Charging Fee	Number Entirely From Fees	Per Cent Entirely From Fees	Number Partially From Fees	Per Cent Partially From Fees	Number by Other Means	Per Cent by Other Means
0-49	7	1	14.28	3	42.86	3	42.86
50-99	9			4	44.44	5	55.56
100-199	13			8	61.54	5	38.46
200-299	4			2	50.00	2	50.00
300 or Over	13	3	23.08	7	53.84	3	23.08
TOTAL	46	4	8.70	24	52.17	18	39.13

This table should be read as follows: Of the 7 schools with enrollments between 0 and 49 that charged fees, 1, or 14.28 per cent, financed typewriter purchases entirely from fees collected; 3, or 42.86 per cent, financed typewriter purchases partially from fees collected, and 3, or 42.86 per cent, financed typewriter purchases by other means.

TABLE XXXIV

METHODS OF FINANCING TYPEWRITING PURCHASES BY RESPONDENTS THAT CHARGE A TYPEWRITING FEE AND NUMBER AND PERCENTAGE OF RESPONDENTS THAT PURCHASE TYPEWRITERS BY EACH METHOD, TABULATED ACCORDING TO SIZE OF THE SCHOOLS

SOUTHWEST SECTION

Size of School Based on Enrollments	Number Charging Fee	Number Entirely From Fees	Per Cent Entirely From Fees	Number Partially From Fees	Per Cent Partially From Fees	Number by Other Means	Per Cent by Other Means
0-49	8			6	75.00	2	25.00
50-99	22	1	4.56	10	45.45	11	50.00
100-199	17	5	29.53	10	58.82	2	11.65
200-299	4	3	75.00			1	25.00
300 or Over	7	2	28.57	3	42.86	2	28.57
TOTAL	58	11	18.96	29	50.00	18	30.04

This table should be read as follows: Of the 8 schools with enrollments between 0 and 49 that charged fees, 6, or 75.00 per cent, financed typewriter purchases partially from fees collected, and 2, or 25.00 per cent, financed typewriter purchases by other means.

TABLE XXXV

METHODS OF FINANCING TYPEWRITER PURCHASES BY RESPONDENTS THAT CHARGE A TYPEWRITING FEE AND NUMBER AND PERCENTAGE OF RESPONDENTS THAT PURCHASE TYPEWRITERS BY EACH METHOD, TABULATED ACCORDING TO SIZE OF THE SCHOOLS

SOUTHEAST SECTION

Size of School Based on Enrollments	Number Charging Fee	Number Entirely From Fees	Per Cent Entirely From Fees	Number Partially From Fees	Per Cent Partially From Fees	Number by Other Means	Per Cent by Other Means
0-49	3			1	33.33	2	66.67
50-99	15			10	66.67	5	33.33
100-199	15	1	6.67	7	46.67	7	46.66
200-299	7	2	28.57	5	71.43		
300 or Over	9	3	33.33	6	66.67		
TOTAL	49	6	12.24	29	59.19	14	28.57

This table should be read as follows: Of the 3 schools with enrollments between 0 and 49 that charged fees, 1, or 33.33 per cent, financed typewriter purchases partially from fees collected, and 2, or 66.67 per cent, financed typewriter purchases by other means.

In each section of the state, with the exception of the northeast section, the method of financing typewriter purchases most commonly used by schools that charged a typewriting fee was "partially from typewriting fees." The southeast section had the highest percentage of schools using this method, 59.19 per cent.

The method of financing employed by the lowest percentage of schools in all sections was the method of financing entirely from fees collected. The northeast section, with 1.23 per cent of the schools employing this method, was the section with the lowest percentage using the method.

The data in Table XXXVI indicate that 48.16 per cent of the schools that charged typewriting fees financed typewriter purchases partially from the typewriting fees. Only 13.30 per cent of the schools indicated that the typewriter purchases were made entirely from typewriting fees collected. In all, nearly two-thirds of the schools that charged typewriting fees followed the practice of purchasing typewriters wholly or partly from funds provided by the fees collected.

The 200-299 enrollment group showed the highest percentage of schools purchasing typewriters entirely from typewriting fees, and the 50-99 enrollment group had the lowest percentage in this department, with only 3.38 per cent.

Purchases financed partially from typewriting fees had the highest percentage in the 300-or-over enrollment group; 54.90 per cent of the schools in this group employed this method of financing typewriter purchases. In the 0-49 enrollment group, only 41.66 per cent of the schools used this method.

The 0-49 enrollment group indicated the highest percentage of schools that financed typewriter purchases by other means. With 54.16 per cent of the schools indicating that purchases were financed by other means, it was just 0.74 per cent lower than the high of 54.90 (300-or-over enrollment group)

TABLE XXVI

METHODS OF FINANCING TYPEWRITER PURCHASES BY RESPONDENTS THAT CHARGE A TYPEWRITING FEE AND NUMBER AND PERCENTAGE OF RESPONDENTS THAT PURCHASE TYPEWRITERS BY EACH METHOD, TABULATED ACCORDING TO SIZE OF THE SCHOOL

Size of School Based on Enrollments	Number Charging Fee	Number Entirely From Fees	Per Cent Entirely From Fees	Number Partially From Fees	Per Cent Partially From Fees	Number by Other Means	Per Cent by Other Means
0-49	24	1	4.16	10	41.66	13	54.16
50-99	59	2	3.38	27	45.76	30	50.84
100-199	57	7	12.28	28	49.12	22	38.59
200-299	27	9	33.34	12	44.44	6	22.22
300 or Over	51	10	19.60	28	54.90	13	25.49
TOTAL	218	29	13.30	105	48.16	84	38.53

This table should be read as follows: Of the 24 schools with enrollments between 0 and 49 that charged fees, 1, or 4.16 per cent, financed typewriter purchases entirely from fees collected; 10, or 41.66 per cent, financed typewriter purchases partially from fees collected, and 13, or 54.16 per cent, financed typewriter purchases by other means.

indicating that purchases were financed partially from fees collected. The 200-299 enrollment group indicated the lowest percentage of schools employing other means of financing the typewriter purchases. This low was only 22.22 per cent.

It is interesting to note that the 0-49 enrollment group contained the highest percentage of schools financing purchases by other means, and this enrollment group indicated the lowest percentage of schools charging typewriting fees. The 300-or-over enrollment group was the group in which the highest percentage of schools financed purchases partially from typewriting fees collected, and this enrollment group indicated that 100 per cent of the schools charged typewriting fees.

Supplies Made Available to Students From Funds Collected From Typewriting Fees.

In the northeast section, as indicated by the data in Table XXXVII, the only items of supply or service made available by 100 per cent of the schools of any enrollment group were typewriter ribbons and cleaning and repair service.

In three enrollment groups, 0-49, 100-199, and 200-299, ribbons were supplied by 100 per cent of the schools. In only two enrollment groups, 50-99 and 200-299, was cleaning and service made available by 100 per cent of the schools.

"Other items of supply" was the item least frequently mentioned as supplied by schools in the northeast section. Only 4.61 per cent of these schools supplied items other than those specifically named in the questionnaire.

In the northwest section, as indicated by the data in Table XXXVIII, the ribbons and cleaning and repair service were the only items supplied by 100 per cent of any of the enrollment groups. In this section all schools

TABLE XXXVII

SUPPLIES MADE AVAILABLE TO STUDENTS FROM FUNDS COLLECTED FROM
 TYPEWRITING FEES AND PERCENTAGE OF SCHOOLS MAKING EACH
 ITEM OF SUPPLIES AVAILABLE, TABULATED ACCORDING TO SIZE OF SCHOOLS

NORTHEAST SECTION

Size of School Based on Enrollment	No. of Schools Charging Fee	No. Supply Ribbons	Per Cent Supply Ribbons	No. Supply Type- writing Paper	Per Cent Supply Typewriting Paper	No. Supply Carbon Paper	Per Cent Supply Carbon Paper	No. Supply Duplica- ting Paper	Per Cent Supply Duplicating Paper	No. Supply Duplica- ting Stencils	Per Cent Supply Duplicating Stencils	No. Supply Locker Space	Per Cent Supply Locker Space	No. Supply Text	Per Cent Supply Text	No. Supply Cleaning and Repair Service	Per Cent Supply Cleaning and Repair	No. Supply Other Items	Per Cent Supply Other Items
0-49	6	6	100.00	1	16.66	4	66.66	1	16.66	2	33.33	2	33.33	2	33.33	4	66.66		
50-99	13	11	84.61	1	7.69	10	76.92	8	61.53	10	76.92	3	23.07			13	100.00	1	7.70
100-199	12	12	100.00	1	8.33	7	58.33	9	75.00	10	83.33			2	16.66	10	83.33	1	8.34
200-299	12	12	100.00			8	66.66	3	25.00	8	66.66			4	33.33	12	100.00		
300-Over	22	21	95.45	2	9.09	13	59.09	9	40.90	15	68.18	1	4.54	16	72.72	21	95.45	1	4.55
TOTALS	65	62	95.38	5	7.69	42	64.61	30	46.15	45	69.24	6	9.23	24	36.92	60	92.30	3	4.61

This table should be read as follows: Of the 6 schools charging fees in the northeast section with enrollments between 0 and 49, 6, or 100.00 per cent, supply typewriting ribbons from funds collected from typewriting fees; 1, or 16.66 per cent, of these schools charging fees supply typewriting paper.

TABLE XXXVIII

SUPPLIES MADE AVAILABLE TO STUDENTS FROM FUNDS COLLECTED FROM
 TYDEWRITING FEES AND PERCENTAGE OF SCHOOLS MAKING EACH
 ITEM OF SUPPLIES AVAILABLE, TABULATED ACCORDING TO SIZE OF SCHOOLS

NORTHWEST SECTION

Size of School Based on Enrollment	No. of Schools Charging Fee	No. Supply Ribbons	Per Cent Supply Ribbons	No. Supply Type- writing Paper	Per Cent Supply Typewriting Paper	No. Supply Carbon Paper	Per Cent Supply Carbon Paper	No. Supply Duplica- ting Paper	Per Cent Supply Duplicating Paper	No. Supply Duplica- ting Stencils	Per Cent Supply Duplicating Stencils	No. Supply Locker Space	Per Cent Supply Locker Space	No. Supply Text	Per Cent Supply Text	No. Supply Cleaning and Repair Service	Per Cent Supply Cleaning and Repair	No. Supply Other Items	Per Cent Supply Other Items
0-49	7	7	100.00	2	28.57	5	71.42	3	42.85	3	42.85	2	28.57	1	14.28	7	100.00		
50-99	9	9	100.00	1	11.11	6	66.66	5	55.55	6	66.66	1	11.11			8	88.88	3	33.33
100-199	13	13	100.00	1	7.69	9	69.23	6	46.15	8	61.53	3	23.07	2	15.38	12	92.30	2	15.38
200-299	4	2	50.00			1	25.00			1	25.00	1	25.00	1	25.00	2	50.00		
300-Over	13	11	84.61			2	15.38	6	46.15	7	53.84			6	46.15	9	69.23	3	23.07
TOTALS	46	44	95.65	4	8.70	23	50.00	20	43.48	25	54.34	7	15.21	10	21.74	38	82.61	8	17.39

This table should be read as follows: Of the 7 schools charging fees in the northwest section with enrollments between 0 and 49, 7, or 100 per cent, supply typewriting ribbons from funds collected from typewriting fees; 2, or 28.57 per cent, supply typewriting paper from funds collected from typewriting fees.

in the 0-49, 50-99, and 100-199 enrollment groups supplied ribbons. The 0-49 enrollment group was the only group in the northwest section in which cleaning and repair service was made available by 100 per cent of the schools. Typewriting paper was the item of supply made available by the lowest percentage of schools. Only 4, or 8.70 per cent, of the schools supplied this item from fees collected. Typewriter ribbons was the item most frequently supplied; 95.65 per cent of the schools supplied ribbons.

In the southwest section, Table XXXIX, the only supplies or services made available by 100 per cent of any enrollment group were typewriter ribbons and cleaning and repair service. Typewriter ribbons and cleaning and repair service were made available by 100 per cent of the schools in the 0-49 enrollment group, while only typewriter ribbons were made available by 100 per cent of the schools in the 300-or-over group.

The data for the southeast section as indicated in Table XL reveal that ribbons and cleaning and repair service were the only items supplied by 100 per cent of the schools in any enrollment group. In the 0-49, 200-299, and the 300-or-over groups both items were supplied by 100 per cent of the schools. Cleaning and repair service was supplied by 100 per cent of the schools in only one enrollment group, the 100-199 group. Cleaning and repair service was the item of supply made available most frequently; 97.95 per cent of the schools supplied this item. None of the schools in the southeast section supplied "other" items of supply.

Table XLI is a summary of the situation for the entire state. In Table XLI it is significant that the data reveal that not a single item of supply was made available by 100 per cent of the schools. The highest percentage registered was the 92.20 per cent of schools supplying typewriter ribbons. The lowest percentage was for "other" items, with only 14, or 7.34 per cent, of the schools making such items available.

TABIE XXXIX

SUPPLIES MADE AVAILABLE TO STUDENTS FROM FUNDS COLLECTED FROM
 TYPERWRITING FEES COLLECTED AND NUMBER AND PERCENTAGE OF
 SCHOOLS MAKING EACH ITEM OF SUPPLIES AVAILABLE,
 TABULATED ACCORDING TO SIZE OF SCHOOLS

SOUTHWEST SECTION

Size of School Based on Enrollment	No. of Schools Charging Fee	No. Supply Ribbons	Per Cent Supply Ribbons	No. Supply Typewriting Paper	Per Cent Supply Typewriting Paper	No. Supply Carbon Paper	Per Cent Supply Carbon Paper	No. Supply Duplicating Paper	Per Cent Supply Duplicating Paper	No. Supply Duplicating Stencils	Per Cent Supply Duplicating Stencils	No. Supply Locker Space	Per Cent Supply Locker Space	No. Supply Text	Per Cent Supply Text	No. Supply Cleaning and Repair Service	Per Cent Supply Cleaning and Repair	No. Supply Other Items	Per Cent Supply Other Items
0-49	8	8	100.00	1	12.50	6	75.00	4	50.00	4	50.00	2	25.00			8	100.00		
50-99	22	20	90.90	4	18.18	17	77.27	17	77.27	16	72.72	5	22.72	2	9.09	21	95.45	3	13.63
100-199	17	16	94.11	1	5.88	10	58.82	8	47.05	8	47.05	4	27.05	3	17.64	16	94.11	2	11.76
200-299	4	2	50.00	1	25.00	1	25.00			1	25.00			1	25.00	3	75.00		
300-Over	7	7	100.00	1	14.28	4	57.14	2	28.57	2	28.57			3	42.85	6	85.71		
TOTALS	58	53	91.37	8	13.79	36	65.51	31	53.44	31	53.44	11	18.96	9	15.51	54	93.10	5	8.62

This table should be read as follows: Of the 8 schools charging fees in the southwest section with enrollments between 0 and 49, 8, or 100.00 per cent, supplied typewriting ribbons from funds collected from the typewriting fees.

TABLE XL

SUPPLIES MADE AVAILABLE TO STUDENTS FROM FUNDS COLLECTED FROM
 TYPEWRITING FEES AND PERCENTAGE OF SCHOOLS MAKING EACH
 ITEM OF SUPPLIES AVAILABLE, TABULATED ACCORDING TO SIZE OF SCHOOLS

SOUTHEAST SECTION

Size of School Based on Enrollment	No. of Schools Charging Fee	No. Supply Ribbons	Per Cent Supply Ribbons	No. Supply Type- writing Paper	Per Cent Supply Typewriting Paper	No. Supply Carbon Paper	Per Cent Supply Carbon Paper	No. Supply Duplica- ting Paper	Per Cent Supply Duplicating Paper	No. Supply Duplica- ting Stencils	Per Cent Supply Duplicating Stencils	No. Supply Locker Space	Per Cent Supply Locker Space	No. Supply Text	Per Cent Supply Text	No. Supply Cleaning and Repair Service	Per Cent Supply Cleaning and Repair	No. Supply Other Items	Per Cent Supply Other Items
0-49	3	3	100.00	2	66.66	2	66.66	1	33.33	1	33.33			1	33.33	3	100.00		
50-99	15	11	73.33	2	13.33	11	73.33	8	53.33	9	60.00	5	33.33	3	20.00	14	93.33		
100-199	15	14	93.33	6	40.00	13	86.66	9	60.00	13	86.66	4	26.66	2	13.33	15	100.00		
200-299	7	7	100.00	3	42.85	5	71.42	5	71.42	4	57.14	1	14.28	3	42.85	7	100.00		
300-Over	9	9	100.00	1	11.11	1	11.11							2	22.22	9	100.00		
TOTALS	49	44	89.79	14	28.57	32	65.30	23	71.87	27	55.10	10	20.40	11	22.44	48	97.95		

This table should be read as follows: Of the 3 schools charging fees in the southeast section with enrollments between 0 and 49, 3, or 100.00 per cent, supply typewriting ribbons from funds collected from typewriting fees; 2, or 66.66 per cent, of these schools charging fees supply typewriting paper.

TABLE XLI

SUPPLIES MADE AVAILABLE TO STUDENTS FROM FUNDS COLLECTED FROM
 TYPEWRITING FEES COLLECTED AND NUMBER AND PERCENTAGE OF SCHOOLS MAKING EACH
 ITEM OF SUPPLIES AVAILABLE, TABULATED ACCORDING TO SIZE OF SCHOOLS

Size of School Based on Enrollment	No. of Schools Charging Fee	No. Supply Ribbons	Per Cent Supply Ribbons	No. Supply Type- writing Paper	Per Cent Supply Typewriting Paper	No. Supply Carbon Paper	Per Cent Supply Carbon Paper	No. Supply Duplica- ting Paper	Per Cent Supply Duplicating Paper	No. Supply Duplica- ting Stencils	Per Cent Supply Duplicating Stencils	No. Supply Locker Space	Per Cent Supply Locker Space	No. Supply Text	Per Cent Supply Text	No. Supply Cleaning and Repair Service	Per Cent Supply Cleaning and Repair	No. Supply Other Items	Per Cent Supply Other Items
0-49	24	24	100.00	6	25.00	17	70.83	9	37.50	10	41.66	6	25.00	4	16.66	22	91.66		
50-99	59	51	86.44	8	13.55	44	74.57	38	64.40	41	69.49	14	23.78	5	8.47	56	94.91	7	13.56
100-199	57	55	96.49	9	15.78	39	68.42	32	56.14	39	68.42	11	19.29	9	15.78	53	92.98	5	8.77
200-299	27	23	85.18	4	14.81	15	53.55	8	29.62	14	51.85	2	7.40	9	33.33	24	88.88		
300-Over	51	48	94.11	4	7.84	20	39.21	17	33.33	24	47.05	1	1.96	27	52.94	45	88.23	4	7.84
TOTALS	218	201	92.20	31	14.22	115	52.75	104	47.70	128	58.71	34	15.60	54	24.77	200	91.74	16	7.34

This table should be read as follows: Of the 24 schools charging fees with enrollments between 0 and 49, 24, or 100.00 per cent, supplied typewriting ribbons from funds collected from the typewriting fees.

In only one enrollment group, 0-49, was it indicated that 100 per cent of the schools made any single item of supply available to the students. In the 0-49 group this particular item of supply was typewriter ribbons. The 50-99 enrollment group indicated that 94.91 per cent of the schools furnished cleaning and repair service. This was the highest percentage of any enrollment group making this particular service available.

Number and Percentage of Schools in Which Pupils Attended Commercial Contests.

It is significant to note from the data presented in Table XLII that the northwest section had the highest percentage of schools in which students attended commercial contests, and that the southwest section had the lowest percentage. The 100-199 enrollment group had the highest percentage of schools in which students attended commercial contests, with 85.71 per cent.

The data in Table XLIII indicate that in 144, or 48 per cent, of all schools surveyed students attended commercial contests during the 1949-50 school year. The 100-199 enrollment group, with 45, or 66.17 per cent, of the schools attending the contests, had the highest percentage of any enrollment group.

Table XLIV presents data concerning the expenses involved in attending commercial contests and the expenses that were paid from typewriting fees by those schools that charged a typewriting fee.

While 92.36 per cent of the schools indicated that transportation expense was involved in attending the commercial contests, only 14.58 per cent of the schools attending indicated that this expense was paid from typewriting fees collected.

There were 45.83 per cent of the schools reporting that meals were the next item of expense most frequently involved in attending commercial contests; this item was paid from typewriting fees by 4, or 2.70 per cent, of the schools.

TABLE XLII

NUMBER AND PERCENTAGE OF SCHOOLS IN WHICH PUPILS ATTEND COMMERCIAL CONTESTS, AND
NUMBER AND PERCENTAGE OF SCHOOLS CHARGING TYPEWRITING FEES IN WHICH PUPILS ATTEND
COMMERCIAL CONTESTS, TABULATED ACCORDING TO SIZE OF SCHOOLS

Size of School Based on Enrollment	NORTHEAST					NORTHWEST					SOUTHWEST					SOUTHEAST				
	No. of Schools Surveyed	No. of Schools Attending	Per Cent of Schools Attending	No. Attending Charge Fee	Per Cent Attending Charge Fee	No. of Schools Surveyed	No. of Schools Attending	Per Cent of Schools Attending	No. Attending Charge Fee	Per Cent Attending Charge Fee	No. of Schools Surveyed	No. of Schools Attending	Per Cent of Schools Attending	No. Attending Charge Fee	Per Cent Attending Charge Fee	No. of Schools Surveyed	No. of Schools Attending	Per Cent of Schools Attending	No. Attending Charge Fee	Per Cent Attending Charge Fee
0-49	14	3	21.42	1	33.33	17	7	41.17	4	57.14	15	1	6.66	0	0	5	2	40.00	1	50.00
50-99	26	15	57.69	7	46.66	19	12	63.15	5	41.66	32	9	28.12	9	100.00	23	9	39.13	8	88.88
100-199	17	10	58.82	6	60.00	14	12	85.71	10	83.33	18	11	61.11	11	100.00	19	12	63.15	8	66.66
200-299	13	11	84.61	11	100.00	5	2	40.00	2	100.00	5	2	40.00	2	100.00	7	4	57.14	4	100.00
300-Over	22	9	40.90	9	100.00	13	4	30.76	4	100.00	7	4	57.14	4	100.00	9	5	55.55	5	100.00
TOTAL	92	48	52.17	34	70.83	68	37	54.41	25	67.56	77	27	35.06	26	96.29	63	32	50.79	26	81.25

This table should be read as follows: Of the 14 schools surveyed in the Northeast section with enrollments between 0 and 49, 3, or 21.42 per cent, attended commercial contests; 1, or 33.33 per cent, of the schools attending contests charged a typewriting fee.

TABLE XLIII

NUMBER AND PERCENTAGE OF SCHOOLS WHICH REPORTED THAT PUPILS ATTENDED COMMERCIAL CONTESTS DURING THE 1949-1950 SCHOOL YEAR, AND NUMBER AND PERCENTAGE OF THESE SCHOOLS IN WHICH TYPEWRITING FEE IS CHARGED, TABULATED ACCORDING TO SIZE OF SCHOOLS

Size of School Based on Enrollment	Number of Schools	Schools in Which Pupils Attend Commercial Contests			
		No. of Schools	Per Cent of Schools	No. Charging Typewriting Fee	Per Cent Charging Typewriting Fee
0-49	51	13	25.49	6	46.15
50-99	100	45	45.00	29	64.44
100-199	68	45	66.17	35	77.77
200-299	30	19	63.33	19	100.00
300-Over	51	22	43.13	22	100.00
TOTAL	300	144	48.00	111	77.08

This table should be read as follows: Of the 51 schools with enrollments between 0 and 49, 13, or 25.49 per cent, attended commercial contests, and 6, or 46.15 per cent, of those that attended commercial contests charge a typewriting fee.

TABLE XLIV

NUMBER OF SCHOOLS IN WHICH PUPILS ATTENDED COMMERCIAL CONTESTS DURING THE 1949-1950 SCHOOL YEAR, EXPENSES INVOLVED IN ATTENDING COMMERCIAL CONTESTS, NUMBER AND PERCENTAGE OF SCHOOLS INCURRING EACH EXPENSE, AND THE NUMBER AND PERCENTAGE OF SCHOOLS PAYING EXPENSES FROM TYPEWRITING FEES COLLECTED, TABULATED ACCORDING TO SIZE OF SCHOOLS

Size of School Based on Enrollments	Number Schools Attending Contests	Number and Percentage of Schools That Reported Various Expenses Involved in Attending Commercial Contests.						Number and Percentage of Schools That Paid Various Contest Expenses from Typewriting Fees					
		Transportation		Meals		Entry Fee		Transportation		Meals		Entry Fee	
		No.	Per Cent	No.	Per Cent	No.	Per Cent	No.	Per Cent	No.	Per Cent	No.	Per Cent
0-49	13	13	100.00	2	15.38	3	23.07	2	15.38	1	7.69	1	7.69
50-99	45	40	88.88	19	42.22	17	37.77	7	15.55	2	4.44	5	11.11
100-199	45	39	86.66	23	51.11	17	37.77	6	13.33			8	17.77
200-299	19	19	100.00	11	57.89	2	10.52	2	10.52				
300 or Over	22	22	100.00	11	50.00	4	18.18	4	18.18	1	4.84	3	13.63
TOTAL	144	133	92.36	66	45.83	43	29.16	21	14.58	4	2.70	17	11.80

This table should be read as follows: Of the 13 schools with enrollments between 0 and 49 that attended commercial contests during the 1949-1950 school year, 13, or 100.00 per cent, incurred transportation expenses; 2, or 15.38 per cent, incurred meals expense, and 3, or 23.07 per cent, incurred entry fee expenses. Two, or 15.38 per cent, of the schools paid transportation expenses from fees collected; 1, or 7.69 per cent, paid meals expense from typewriting fees collected, and 1, or 7.69 per cent, paid entry fees from typewriting fees collected.

A few respondents made remarks under item No. 23 of the questionnaire explaining certain things concerning the way they had checked the questions concerning the expenses involved in attending commercial contests. One respondent indicated that the teacher furnished transportation for the students to contests at Enid and Tulsa, and that about \$8.00 for transportation was involved.

Other respondents indicated that contest expenses were financed by such means as earning funds from a program; paying expenses from the activity fund, and students' paying their own expenses in entirety or in part, the other part being paid by the schools.

There seemed to be no definite pattern observed by all schools in paying the expenses involved in attending commercial contests.

Number of Schools Indicating A Desire to Receive A Report of The Survey.

From the data in Table XLVI, it is indicated that almost one-third, 31.33 per cent, of the schools surveyed desired to receive a report of the survey. Of this number, 74, or 78.72 per cent, charged a typewriting fee.

Additional Comments or Suggestions.

There seemed to be ardent supporters on both sides of the question of charging typewriting fees.

Some of the remarks made were as follows:

Northeast Section

A school in the 0-49 enrollment group remarked that it was a small school and that as the typewriter upkeep was small, the school could bear the expense. Another school in the 0-49 enrollment group replied that the school furnished everything for the typewriting classes, and no typewriting fee was charged.

A respondent from the 50-99 enrollment group in the northeast section stated, "All fees should be eliminated." On the other hand, a typical

TABLE XLV

NUMBER OF SCHOOLS INDICATING DESIRE TO RECEIVE A REPORT ON THE SURVEY, NUMBER AND PERCENTAGE OF SCHOOLS DESIRING REPORT THAT CHARGE A TYPEWRITING FEE, TABULATED ACCORDING TO SIZE OF SCHOOLS AND SECTIONS OF THE STATE

Size of School Based on Enrollment	NORTHEAST					NORTHWEST					SOUTHWEST					SOUTHEAST				
	No. of Schools	No. Desiring Report	Per Cent of Total Desiring Report	No. Desiring Report Charge Fee	Per Cent Desiring Report Charge Fee	No. of Schools	No. Desiring Report	Per Cent of Total Desiring Report	No. Desiring Report Charge Fee	Per Cent Desiring Report Charge Fee	No. of Schools	No. Desiring Report	Per Cent of Total Desiring Report	No. Desiring Report Charge Fee	Per Cent Desiring Report Charge Fee	No. of Schools	No. Desiring Report	Per Cent of Total Desiring Report	No. Desiring Report Charge Fee	Per Cent Desiring Report Charge Fee
0-49	14	5	35.71	2	40.00	17	5	29.41	3	60.00	15	3	20.00	1	33.33	5	1	20.00		
50-99	26	7	26.92	7	100.00	19	7	36.84	3	42.85	32	9	28.12	6	66.66	23	5	21.73	4	80.00
100-199	17	5	29.41	3	60.00	14	7	50.00	7	100.00	18	9	50.00	8	88.88	19	4	21.05	4	100.00
200-299	13	2	15.38	2	100.00	5	1	20.00	1	100.00	5	2	40.00	1	50.00	7	3	42.85	3	100.00
300-Over	22	9	40.90	9	100.00	13	5	38.46	5	100.00	7	1	14.22	1	100.00	9	4	44.44	4	100.00
TOTAL	92	28	30.43	23	82.14	68	25	36.76	19	76.00	77	24	31.16	17	70.83	63	17	26.98	15	88.23

This table should be read as follows: In the northeast section, 5, or 35.71 per cent, of the 14 schools with enrollments between 0 and 49 indicated a desire to receive a report on the survey. Two, or 40.00 per cent, of the 5 schools indicating a desire to receive the report charged a typewriting fee.

TABLE XLVI

NUMBER AND PERCENTAGE OF RESPONDENTS REQUESTING A REPORT ON THE SURVEY
AND THE NUMBER AND PERCENTAGE OF THESE RESPONDENTS THAT CHARGE A
TYPEWRITING FEE, TABULATED ACCORDING TO SIZE OF SCHOOLS

Size of School Based on Enrollment	Number of Schools	Number Requesting Report	Per Cent Requesting Report	Number Requesting Report that Charge Fee	Per Cent Requesting Report that Charge Fee
0-49	51	14	27.45	6	42.86
50-99	100	28	28.00	20	71.43
100-199	68	25	36.76	22	88.00
200-299	30	8	26.67	7	87.50
300 or Over	51	19	37.25	19	100.00
TOTAL	300	94	31.33	74	78.72

This table should be read as follows: Of the 51 schools surveyed with enrollments between 0 and 49, 14, or 27.45 per cent, desired to receive a report on the survey; 6, or 42.86 per cent, of these 6 schools charge a typewriting fee.

statement made by a respondent from the 50-99 enrollment group was as follows:

"I think that a fee large enough to care for cleaning and repair should be charged - \$1.00 per month possibly!"

Northwest Section:

One respondent in the 50-99 enrollment group remarked that it was found best to have the district buy and maintain all typewriters, and the students bear other school expenses, such as books, paper, and contest expenses.

A school in the 100-199 enrollment group that did not charge a typewriting fee purchased 25 typewriters during the 1949-50 school year as replacements and purchased 2 additional typewriters for the laboratories.

Southwest Section.

One school in the 50-99 enrollment group replied, "Our typing fees are paid into the activity fund and are used for any expense."

Southeast Section

Two schools in the 50-99 enrollment group stated that no fees were charged for typewriting; yet repairs, ribbons, and cleaning supplies were furnished, and two or three new typewriters were purchased each year from the general budget.

On the other hand, one respondent from the 50-99 enrollment group remarked that the commercial department is in much better shape since the school began charging a typewriting fee about 3 years ago.

A respondent in the 200-299 enrollment group stated that if there was ever a reasonably sufficient amount of funds in the general fund, the typewriting fee would be discontinued.

CHAPTER IV

SUMMARY OF FINDINGS, CONCLUSIONS, AND RECOMMENDATIONS

The purpose of this study, as set forth in Chapter I, is to investigate the current practices in charging fees in typewriting courses in selected white public high schools of Oklahoma, and to determine what the students are receiving in return in the way of supplies, use of textbooks, and miscellaneous items.

Data were collected through questionnaires mailed to the schools selected for study. All of the questionnaires were mailed and returned to the investigator during the months of October and November, 1950. Data obtained through the questionnaires were presented in Chapter III.

Summary of Findings

The findings were summarized as answers to the specific questions that were listed in the analysis of the problem in Chapter I. The same procedure is followed in presenting the conclusions.

1. How many schools offer first-year typewriting?

Two hundred ninety-eight, or 99.33 per cent, of the 300 schools surveyed offered the first-year typewriting course. In 2 geographical sections, the northwest and the southeast, 100 per cent of the schools surveyed offered first-year typewriting. The 0-49 enrollment group was the only group in which less than 100 per cent of the schools offered first-year typewriting.

2. How many schools offer second-year typewriting?

There were 259, or 86.33 per cent, of the schools offering second-year typewriting. This was a much lower percentage than that found for first-year typewriting. In no enrollment group were 100 per cent of the schools offering second-year typewriting; the highest percentage was in the 100-199

enrollment group in which 65, or 95.60 per cent, of the schools offered second-year typewriting. The northeast section of the state had the highest percentage of schools offering second-year typewriting; 81, or 89.01 per cent, of these schools offered second-year typewriting.

3. How many schools charge a typewriting fee for first-year typewriting?

It was found that 218, or 73.18 per cent, of the schools offering typewriting charged a fee for first-year typewriting. The lowest percentage of schools charging a fee was found in the 0-49 enrollment group; 24, or 48.97 per cent, of these schools charged a fee for first-year typewriting. All of the 51 schools with enrollments of 300 or over charged a fee for first-year typewriting.

The northwest section of the state, with only 46, or 67.64 per cent, of the schools offering first-year typewriting charging a fee, registered the lowest percentage. The southeast section, with 49, or 77.77 per cent, of the schools offering first-year typewriting charging a fee, had the highest percentage.

The range of fees charged for first-year typewriting was from 35¢ per semester to \$12.50 per semester. The most common fee charged for first-year typewriting was \$2.50 per semester; 52, or 23.85 per cent, of all schools charging a fee, charged this fee per semester. The next most common fee charged was \$3.00 per semester; 31, or 14.19 per cent, of the schools charging a fee charged this fee per semester for first-year typewriting.

One school charged \$7.50 per semester for first-year typewriting, and the respondent stated that it was cheaper for the school to rent typewriters than to try to own the typewriters. This seems rather obvious when the students are paying the rental fees for the use of the typewriters.

Only one school charged \$12.50 per semester for first-year typewriting.

4. How many schools charge a typewriting fee for second-year typewriting?

There were 191, or 73.74 per cent, of the schools offering second-year typewriting that charged a fee for this course. The lowest percentage of schools charging a fee by enrollment groups was the 0-49 group with 17, or 43.58 per cent, of the schools charging a typewriting fee. The 300-or-over group indicated that 46, or 100 per cent, of the schools charged a typewriting fee for second-year typewriting.

The northwest section and the southeast section registered the lowest and highest percentages respectively of schools charging a fee for second-year typewriting. The highest was 78.18 per cent, southeast, and the lowest was 69.09 per cent in the northwest.

For second-year typewriting, the range of fees was from 35¢ per semester to \$12.50 per semester. The most common fee charged for second-year typewriting was \$2.50 per semester; 48, or 24.09 per cent, of the schools charging a fee charged this amount per semester. The next most common fee charged was \$1.50 per semester; 27, or 13.55 per cent, of the schools charging a fee charged this amount per semester. The third most common fee charged for second-year typewriting was \$3.00 per semester, with 26, or 13.05 per cent, charging this amount.

The same school that rented typewriters for \$7.50 per semester in first-year typewriting did this for second-year typewriting, and the same school that charged \$12.50 per semester for first-year typewriting, also charged \$12.50 per semester for second-year typewriting.

5. How many students are enrolled in first-year typewriting?

A total of 12,227 students were enrolled in first-year typewriting in the schools surveyed. The northeast section had the highest enrollment figure; there were 3,900 students enrolled in first-year typewriting in that section.

6. How many students are enrolled in second-year typewriting?

There were 5,132 students enrolled in the second-year typewriting in the schools surveyed. The northeast section showed the highest enrollment with 1,630 students enrolled in the second-year typewriting.

The total for both first-year and second-year typewriting classes is 17,359. With a total of 6,506 typewriters reported in the laboratories of the schools, it was found that the average number of typewriting students per typewriter for the state was 2.67.

7. What are the methods of the various schools for maintaining or handling the typewriting fees collected?

It was found that 108, or 49.54 per cent, of the schools charging a fee maintained the funds collected in the student activity fund. Next in frequency was maintaining the fee in a separate fund. There were 93, or 42.67 per cent, of the schools charging a fee that employed this method. Sixteen, or 7.34 per cent, of the schools maintained fees by "other methods." "Other methods" consisted of paying funds collected direct to the rental agency, maintaining funds in the general fund of the Board of Education, or maintaining a fund in which the commercial department had complete control of disbursement of all fees collected.

In only one section, the southeast, was it found that the method of maintaining the fees in a separate fund was used more frequently than all other methods. Twenty-six, or 53.06 per cent, of the schools in this section maintained the fees collected in a separate fund.

8. What proportion of the schools have offered first-year typewriting each school year from 1946-47 to 1950-51, inclusive?

No section of the state indicated that 100 per cent of the schools surveyed had offered first-year typewriting each school year during the five-year period. The northwest section was first with 66, or 97.06 per cent,

of the schools having offered first-year typewriting each school year. This was followed by the northeast section, with 89, or 96.74 per cent; the southeast with 60, or 95.24 per cent; and the southwest with 68, or 90.00 per cent.

Four respondents failed to answer the question as it pertained to first-year typewriting. One respondent indicated that first-year typewriting had not been offered during the last five-year period, and one return was not useable.

9. What proportion of the schools have offered second-year typewriting each school year from 1946-47 to 1950-51, inclusive?

No section of the state indicated that 100 per cent of the schools surveyed had offered second-year typewriting each school year during the five-year period. The northeast section offered second-year typewriting most frequently during the five-year period, with 76, or 82.62 per cent, of the schools offering it each year for the five-year period. Next in frequency was the southeast section with 51, or 80.95 per cent, and tied for last were the northwest and the southwest sections with 70.00 per cent offering second-year typewriting each year.

It is significant to note that there were five schools that had not offered second-year typewriting within the five-year period. Eleven respondents failed to answer the question as it pertained to second-year typewriting.

10. How are typewriting textbooks made available to students?

It is important to note that 221, or 75.67 per cent, of the 293 schools offering typewriting required that the student purchase a textbook for use in the typewriting class. In order of frequency, textbooks were made available to the students by these additional methods: 43, or 14.39 per cent, of the schools included the use of the textbook in the typewriting fee; 22, or

7.34 per cent, of the schools furnished the textbook free; and 10, or 3.33 per cent, of the schools rented the textbook for a separate rental fee.

In the schools that charged a typewriting fee, it is significant to note that 153 schools required that the student purchase a textbook in addition to paying the typewriting fee. There were 12, or 54.54 per cent, of the schools furnishing textbooks "free" that required the student to pay a typewriting fee.

Ten, or 4.59 per cent, of the schools charging a fee for first-year typewriting, charged a separate textbook rental fee; and 10, or 5.23 per cent, of the schools charging a typewriting fee for second-year typewriting also charged a separate textbook rental fee.

The range of textbook rental fees is from 12 $\frac{1}{2}$ ¢ per semester to 75¢ per semester. The typewriting fees for the same schools ranged from \$1.00 per semester to \$5.00 per semester. The most common combination of typewriting fees and textbook rental fees was a \$1.00 typewriting fee per semester and a 50¢ rental fee for textbook per semester. Three schools charged this combination. The highest combination was a \$5.00 typewriting fee per semester and a 45¢ textbook rental fee per semester - charged by only one of the schools.

11. How many typewriters do the schools have in their typewriting laboratories?

There was a total of 6,506 typewriters in the laboratories of the 298 schools included in the survey and an average of 29.81 typewriters per school. In the 0-49 enrollment group there were 552 typewriters in 49 schools, with an average of 11.26 typewriters per school; in the 50-99 enrollment group there were 1,615 typewriters in 100 schools, with an average of 16.15 typewriters per school; in the 100-199 enrollment group there were 1,508 typewriters in 68 schools, with an average of 22.06 typewriters per school; in the 200-299 enrollment group there were 703 typewriters in 30 schools, with

an average of 23.43 typewriters per school and in the 300-or-over group there were 2,128 typewriters in 51 schools, with an average of 41.72 typewriters per school.

12. How many typewriters were replacements for old machines traded in during the 1949-50 school year?

By sections of the state, the replacements for old machines traded in were as follows: northeast section, 389; northwest section, 384; southwest section, 375; and southeast section, 249. The northeast section also had the highest percentage of total purchases that were for replacement of typewriters traded in; 389, or 79.22 per cent, were replacements.

For the state, a total of 1,397, or 76.58 per cent, of all typewriters purchased during the 1949-50 school year, were purchased as replacements.

13. How many typewriters were additions to the total number of typewriters in the typewriting laboratories?

Typewriter additions were made by sections as follows: northeast section, 102; northwest section 151; southwest section, 110; and southeast section, 64. A total of 427, or 23.42 per cent, of the typewriters purchased during the 1949-50 school year were additions to the number of typewriters already in the laboratories.

A total of 6,506 typewriters were in the laboratories of the 298 schools surveyed. Of this total, 1,824, or 28.03 per cent, were purchased as either replacements or additions during the 1949-50 school year.

14. How were typewriter additions and replacements financed?

There were three methods of financing typewriter purchases employed by the schools included in the survey. In order of frequency of use by the schools they were: Purchased by other means, 157, or 52.33 per cent, of the schools; purchased partially from typewriting fees collected, 105, or 35.00

per cent; and purchased entirely from typewriting fees collected, 29, or 9.66 per cent.

The 218 schools that charged a typewriting fee financed their purchases in the following manner: 105, or 48.16 per cent purchased typewriters partially from typewriting fees collected; 84, or 38.53 per cent, purchased typewriters by other means; and 29, or 13.30 per cent, purchased typewriters entirely from fees collected.

15. What items of supplies, paper, and so forth, were made available to the students without charge other than the typewriting fee?

The item most commonly supplied by schools charging a typewriting fee was found to be typewriter ribbons; 201, or 92.20 per cent, of the schools made this item available to the students from the fees collected for typewriting fees. Following in order of frequency were: Cleaning and repair, 200, or 91.74 per cent; duplicating stencils, 128, or 58.71 per cent; carbon paper, 115, or 52.75 per cent; duplicating paper, 104, or 47.70 per cent; textbook, 54, or 24.77 per cent; locker space, 34, or 15.60 per cent; typewriting paper, 31, or 14.22 per cent; and other items, 16, or 7.34 per cent.

16. Did the students attend any commercial contests during the 1949-50 school year?

There were 144, or 48.00 per cent, of the 298 schools that indicated that the students attended commercial contests during the 1949-50 school year. Of this number, 111, or 77.08 per cent, indicated that they charged a typewriting fee. The northwest section reported the highest percentage of schools attending commercial contests in 1949-50. The northeast section had 48, or 52.17 per cent, attending; southeast section, 32, or 50.59 per cent, attending; and the southwest section, with 27, or 35.06 per cent, had the lowest percentage attending commercial contests.

17. What expenses were involved in attending commercial contests?

Transportation, meals, and entry fees were the major items of expense involved in attending commercial contests. They were also listed in the same order according to frequency of occurrence. One hundred thirty-three, or 92.36 per cent, of the schools attending contests reported that transportation expense was involved; 66, or 45.83 per cent, indicated that meals were involved as an expense; and 43, or 29.16 per cent, reported that entry fees were one of the expenses involved in attending commercial contests.

18. Which, if any, of the expenses involved in attending commercial contests were paid out of money collected from typewriting fees?

There were very few instances in which expenses of attending commercial contests were paid from the typewriting fees collected. Twenty-one, or 18.02 per cent, of the 111 schools charging a fee whose students attended contests paid transportation expense from fees collected; next, 17, or 15.31 per cent, of the schools paid the entry fee from typewriting fees collected, and only 4, or 3.60 per cent, of the schools paid for meals from the typewriting fees collected.

Conclusions

On the basis of data gathered in this study, it is believed that the following conclusions are justified.

1. The first-year typewriting course is offered in almost all of the white public high schools of the state of Oklahoma.
2. Slightly more than 86 per cent of the schools included in the survey offered second-year typewriting. The data indicated that the north-east section of the state had a higher percentage of schools offering second-year typewriting than any other section. A higher percentage of the schools in the 100-199 enrollment group offered second-year typewriting than in any other enrollment group.
3. Almost three-fourths of the schools surveyed charged a typewriting fee to students enrolling in first-year typewriting. A smaller percentage of the schools in the lower enrollment groups charged a typewriting fee for first-year typewriting than did the schools in the larger enrollment groups. All of the schools with enrollments above 300 charged a typewriting fee. Between sections, the percentages of schools charging a fee for first-year typewriting varied from a low of 67.64 per cent in the northwest section to a high of 77.77 per cent in the southeast section.

There is little uniformity of typewriting fees charged in the schools of the state; fees ranged from 35¢ per semester to \$12.50 per semester. Slightly more than one-half of all schools charging a fee for first-year typewriting were charging from \$2.00 to \$3.00 per semester. The other 48.21 per cent of the schools charging a fee were charging fees outside this range.

4. The percentage of schools charging a fee for second-year typewriting was 73.74 per cent, approximately the same as for first-year typewriting. The variation between enrollment groups was quite large—from 43.58 per cent in the 0-49 enrollment group to 100.00 per cent in the 300-or-over group.

The variation between sections was not so great, the range being from a low of 69.09 per cent in the northwest section to a high of 78.18 per cent in the southeast section.

The majority of the schools charging a fee for second-year typewriting fell within a range of \$1.50 per semester to \$3.00 per semester. Slightly more than 61 per cent of the schools fell within this range; the remaining 38.25 per cent of the schools charged a fee outside this range. The most common fee charged was \$2.50 per semester.

5. Between enrollment groups, the average number of typewriting students per typewriter varied from a low of 1.34 in the 0-49 enrollment group to a high of 3.84 in the 300-or-over enrollment group. As the size of the enrollment group increased, the average number of typewriting students per typewriter increased. The average number of typewriting students per typewriter for all schools included in the survey is 2.67.

6. Almost one-half of the schools surveyed indicated that the funds collected from typewriting fees are maintained in the student activity fund.

7. The schools have offered typewriting consistently over the five-year period, over 90 per cent of the schools indicating that first-year typewriting has been offered each school year from 1946-47 to 1950-51, inclusive. Only one school in the survey had not offered first-year typewriting at any time during the period in question.

8. About 75 per cent of the schools offering second-year typewriting have offered it each year during the period 1946-47 to 1950-51, inclusive.

9. The general practice is for schools to require the student to purchase the textbook to be used in the typewriting class, as indicated by the fact that 75 per cent of the schools require this procedure. Almost 15 per cent of the schools include the use of a textbook in the typewriting fee, while only a little more than 7 per cent of the schools furnish the textbook "free." Just a little over 3 per cent of the schools rented the textbooks for a separate fee.

Of the schools that charge a typewriting fee, about 70 per cent require the student to purchase the textbook in addition to paying a typewriting fee. A lack of uniformity was evident in the range of textbook rental fees charged-- from 12½¢ per semester to 75¢ per semester.

10. There is a total of 6,506 typewriters in the laboratories of the schools included in the survey. Of this number, better than one-fourth, 28.03 per cent, were purchased during the 1949-50 school year as either replacements or additions to the number in the laboratories.

11. Financing typewriter purchases partially from typewriting fees collected is the method employed most frequently by schools that charge a typewriting fee.

12. Typewriting ribbons and cleaning and repair services are the two main items of supply and service provided from the fees collected. However, not all of the schools charging fees provided these two items of supply and services.

13. Slightly less than one-half of the schools included in the survey indicated that their students participated in commercial contests.

Recommendations

In view of the findings of the study, and on the basis of the conclusions drawn therefrom, the following recommendations are made:

1. The schools that charge a typewriting fee should make a thorough study of the situation in their particular school to determine whether it is necessary to charge this fee. If the fee system is not necessary in the school, it should be eliminated, and thus provide for the students of the white public high schools a free education in the area of typewriting courses. Some students at the present time may be prevented from obtaining training in typewriting courses because of the extra expense involved in taking training in this area.

2. For the schools that continue to charge a fee for typewriting courses, a more uniform plan should be followed. It seems doubtful that there should be such wide variations in fees charged as appears within certain enrollment groups and geographical sections of the state.

3. The funds collected from typewriting fees should be made available for exclusive use by the commercial department.

4. If it is necessary to charge typewriting fees, the fees should be used exclusively for items of supply and other expenses involved in operating and equipping the commercial department. Typewriting ribbons, cleaning and repair services, use of textbooks, duplicating supplies, and other miscellaneous items of supply should be provided for from the typewriting fees collected.

5. A study should be made for the purpose of obtaining additional information as to actual disposition and handling of the funds collected.

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- Tompkins, John Erwin, "A Study of the Fees Charged in Texas High Schools for Commercial Courses," unpublished Master's thesis, North Texas State Teachers' College, 1946.

Appendixes

Box 337
Dewey, Oklahoma
November 16, 1950

Dear Administrator:

There has never been a study made to compare the practices of charging typewriting fees in the high schools of Oklahoma. Information concerning these practices should be of interest to you as a school administrator, to business teacher training institutions, and to students now preparing to teach business subjects in the high schools of Oklahoma. In order that these data may be made available to you and other educators, this study is being conducted through the Graduate School, Oklahoma Agricultural and Mechanical College, Stillwater, Oklahoma.

Please check the enclosed questionnaire as it applies to the situation in your school. All information will be kept strictly confidential, and the identity of your school will be lost in the total data collected.

If you would like to receive a report on the survey, indicate that under item number 22 of the questionnaire and I shall be glad to send you a summary as soon as the results are known.

A self-addressed, stamped envelope is enclosed for your convenience. Will you please complete the enclosed questionnaire and return it to me promptly.

Sincerely,

Thomas L. Foster

Enclosures 2

1. Name of School _____ Location _____
2. Is your senior high school a three-year high school ___ or a four-year high school _____?
3. What is your present senior high school enrollment? _____
4. Do you offer first-year typewriting? Yes ___ No ___; If "yes," what is the present enrollment in first-year typewriting? _____
5. Do you offer second-year typewriting? Yes ___ No ___; If "yes," what is the present enrollment in second-year typewriting? _____
6. Do you charge students a fee to take first-year typewriting? Yes ___ No ___
7. Do you charge students a fee to take second-year typewriting? Yes ___ No ___
8. If a fee is charged, what is the fee to take first-year typewriting? \$ _____ per semester; second-year typewriting? \$ _____ per semester.
9. Please check below the method by which your school handles the money collected from the typewriting fees:
 - a. ___ Maintained in a separate fund
 - b. ___ Maintained in the Student Activity Fund
 - c. ___ Maintained by the Student Council
 - d. ___ Maintained by other means _____
(Please explain)
10. Have you offered first-year typewriting each school year from 1946-47 to 1950-51, inclusive? Yes ___ No ___; second-year typewriting each school year from 1946-47 to 1950-51, inclusive? Yes ___ No ___
11. If the answer to No. 10 is "no," check the school years in which you offered first-year typewriting: 1946-47 ___, 1947-48 ___, 1948-49 ___, 1949-50 ___, 1950-51 ___. Check the school years in which you offered second-year typewriting: 1946-47 ___, 1947-48 ___, 1948-49 ___, 1949-50 ___, 1950-51 ___.
12. Please check below the method by which typewriting textbooks are made available to the student:
 - a. ___ Typewriting fee entitles student to use of textbook without additional charge
 - b. ___ School rents textbook to student for separate rental fee which is not a part of typewriting fee
 - c. ___ School furnishes textbook free
 - d. ___ Student is required to purchase own textbook

13. If textbook is rented to student, what is the present rental fee for the first-year typewriting textbook? \$ ___ per semester; Second-year textbook? \$ ___ per semester.

14. What is the present number of typewriters in the typewriting laboratories? ___

15. Please check the method by which the purchase of typewriters is financed:

- a. ___ Entirely from money collected from typewriting fees
- b. ___ Partially from money collected from typewriting fees
- c. ___ Other _____
(Please explain)

16. Were any typewriters purchased during the 1949-50 school year for use in the typewriting laboratories? Yes ___ No ___. If "yes," how many? _____

17. If typewriters were purchased for the typewriting laboratories during the 1949-50 school year, how many were:

- a. ___ Replacements for old machines traded in
- b. ___ Additions to the number of typewriters that were already in the laboratories

18. Please check the following items that are made available to the student by expenditure of money collected from the typewriting fees:

- | | | |
|------------------------|--------------------------|------------------------------|
| ___ Typewriter ribbons | ___ Duplicating paper | ___ Use of textbook |
| ___ Typewriter paper | ___ Duplicating stencils | ___ Cleaning and repair |
| ___ Carbon paper | ___ Locker space | ___ Other _____
(explain) |

19. Did your typewriting students attend any commercial contests last year?

Yes ___ No ___; If so, where _____
(School or town, State)

20. Please check below expenses that were involved in attending the contests:

- | | |
|--------------------|---------------------------|
| ___ Transportation | ___ Lodging (if required) |
| ___ Meals | ___ Entry Fee |

21. Please check below expenses involved in attending contests that were paid from funds collected from typewriting fees:

- | | |
|--------------------|---------------------------|
| ___ Transportation | ___ Lodging (if required) |
| ___ Meals | ___ Entry Fee |

22. Please list any other comments or suggestions you wish to make.

Box 337
Dewey, Oklahoma
November 29, 1950

Dear Administrator:

On November 16 I sent you a survey report form concerning the practice of charging typewriting fees in high schools of Oklahoma. I would like to have your school represented in this state-wide survey, but, as yet, I have not received your reply.

I know that these are busy times for you; however, since the aim of this survey is to assist you and your fellow educators, I will appreciate your checking and returning the questionnaire today.

In case your check list has been misplaced, you will find enclosed another questionnaire and a self-addressed, stamped envelope for your convenience in returning the survey form.

Sincerely,

Thomas L. Foster

Enclosures 3

SCHOOLS INCLUDED IN THE SURVEY LISTED BY
GEOGRAPHICAL SECTIONS AND BY ENROLLMENT GROUPS

High School Enrollment	1st-Yr. Type- Writing	Fee for 1st-Yr. Typewriting	2nd-Yr. Type- Writing	Fee for 2nd-Yr. Typewriting	Total Number of Typewriters	Avg. No. Students per Typewriter
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Northeast Section, 0-49

11	*	None	*	None	11	
25	5	None	1	None	9	0.67
32	10	\$2.50	10	\$2.50	10	2.00
34	8	1.00			8	1.00
34	1	None	13	None	10	1.40
35	10	.50	8	.50	10	1.80
36	9	None			12	0.75
36	11	None	7	None	12	0.67
37	9	None	9	None	10	1.80
40	12	1.00	10	1.00	16	1.38
41	11	1.50	10	1.50	*	
45	10	3.00	6	3.00	12	1.34
45	16	None	7	None	11	2.09

Northeast Section, 50-99

51	36	\$5.00	21	\$5.00	25	2.28
52	25	None	Alternate Years		13	1.92
53	11	3.50	9	3.50	12	1.67
54	12	None	8	None	14	1.42
56	11	None			13	0.85
56	32	None	8	None	14	2.14
60	14	None	12	None	19	1.37
60	18	None	11	None	18	1.61

* Not indicated by Respondent.

High School Enrollment	1st-Yr. Type-Writing	Fee for 1st-Yr. Typewriting	2nd-Yr. Type-Writing	Fee for 2nd-Yr. Typewriting	Total Number of Typewriters	Avg. No. Students per Typewriter
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Northeast Section, 50-99, (Continued)

60	12	\$.50			12	1.00
60	14	4.00	12	4.00	15	1.73
63	17	1.00	9	1.00	17	1.53
65	5	2.50	16	2.50	13	1.61
65	18	None			24	0.75
65	17	None	15	None	17	1.88
71	23	None			23	1.00
73	21	2.50	10	2.50	15	2.07
75	12	3.00	8	3.00	14	1.43
75	24	None	14	None	15	2.53
77	14	None	10	None	16	1.50
80	22	2.50	11	2.50	12	2.75
90	28	None	14	None	28	1.50
91	33	3.00	14	3.00	19	2.47
96	14	3.00	18	3.00	19	1.68

Northeast Section, 100-199

101	33	2.00	14	2.00	20	2.35
106	23	None	17	None	21	1.91
110	20	1.25	20	1.25	20	2.00
110	32	2.50	22	2.50	23	2.35
117	37	1.50	15	1.50	20	2.60
120	36	2.50	23	2.50	18	3.28
127	20	None	16	None	22	1.64
138	38	None	18	None	23	2.00
150	23	1.50	23	1.50	23	2.00

High School Enrollment	1st-Yr. Type-Writing	Fee for 1st-Yr. Typewriting	2nd-Yr. Type-Writing	Fee for 2nd-Yr. Typewriting	Total Number of Typewriters	Avg. No. Students per Typewriter
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Northeast Section, 100-199, (Continued)

151	*	None	15	None	16	
161	55	\$3.75	35	\$3.75	23	3.91
162	48	1.25	23	1.25	24	2.09
165	28	2.00	18	2.00	26	1.40
175	32	2.00	16	2.00	28	1.72
180	35	None			35	1.00
183	60	3.00	20	3.00	30	2.67
185	39	None	20	None	20	3.00
188	34	1.50	18	1.50	20	2.70

Northeast Section, 200-299

200	60	2.50	20	2.50	20	4.00
202	31	2.50	20	2.50	18	2.81
205	56	2.00	21	2.00	28	2.76
220	29	1.50	15	1.50	20	2.20
230	50	1.50	18	1.50	20	3.40
230	44	2.50	22	2.50	22	3.30
230	48	3.00	33	3.00	24	3.37
237	40	None	20	None	*	
240	53	2.00	19	2.00	21	3.90
240	59	5.00	25	5.00	26	3.23
250	39	2.00	18	2.00	24	2.00
265	78	2.50	33	2.50	26	4.27
270	60	5.00	14	5.00	20	3.70

* Not indicated by Respondent

High School Enrollment	1st-Yr. Type-Writing	Fee for 1st-Yr. Typewriting	2nd-Yr. Type-Writing	Fee for 2nd-Yr. Typewriting	Total Number of Typewriters	Avg. No. Students per Typewriter
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Northeast Section, 300 and Over

300	69	\$.75	14	\$.75	29	2.87
323	56	3.00	25	3.00	23	3.52
360	85	1.50	15	1.50	37	2.70
360	75	3.00			20	3.75
400	85	.50	40	.50	32	3.91
400	84	1.50	*	1.50	22	
405	75	2.00	25	2.00	30	3.34
450	147	2.00	63	2.00	58	3.79
515	84	2.50	14	2.50	28	3.50
518	118	1.50	80	1.50	33	6.00
560	110	2.00	37	2.00	53	2.59
620	*	3.75	*	3.75	47	
626	156	.35	50	.35	68	3.03
700	50	2.50	45	2.50	27	3.52
701	156	2.50	46	2.50	41	5.00
730	115	2.50	60	2.50	48	3.71
865	240	3.00	71	3.00	72	4.32
970	117	1.50	22	1.50	48	2.90
1100	292	1.50	100	1.50	100	3.92

Information on three Tulsa schools was not available

Northwest Section, 0-49

17	3	None	4	None	8	0.875
21	6	None			9	0.67
29	10	None			13	0.77

High School Enrollment	1st-Yr. Type-Writing	Fee for 1st-Yr. Typewriting	2nd-Yr. Type-Writing	Fee for 2nd-Yr. Typewriting	Total Number of Typewriters	Avg. No. Students per Typewriter
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Northwest Section, 0-49, (Continued)

35	8	\$ 5.00	5	\$ 5.00	11	1.18
35	7	5.00			9	0.77
36	3	None	5	None	14	0.57
37	8	None	6	None	10	1.40
37	8	None	4	None	10	1.20
38	10	None	7	None	16	1.06
38	10	12.50	6	12.50	12	1.34
39	18	3.00			9	2.00
40	15	1.50	10	1.50	15	1.67
41	18	None	7	None	13	1.92
45	13	2.50	9	2.50	14	1.57
45	20	None	8	None	14	2.00
48	10	3.00	5	3.00	13	1.00
48	9	None			15	0.60

Northwest Section, 50-99

50	10	2.50	13	2.50	16	1.44
50	10	None			15	0.67
50	19	None	8	None	13	2.08
52	17	None	8	None	*	
52	11	None	10	None	16	1.31
58	10	2.50	12	2.50	15	1.47
59	12	2.50	5	2.50	13	2.08
59	13	None			16	0.81
70	18	None	14	None	11	2.91

* Not indicated by Respondent

High School Enrollment	1st-Yr. Type-Writing	Fee for 1st-Yr. Typewriting	2nd-Yr. Type-Writing	Fee for 2nd-Yr. Typewriting	Total Number of Typewriters	Avg. No. Students per Typewriter
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Northwest Section, 50-99, (Continued)

75	16	\$2.50	3	\$2.50	14	1.36
79	11	None	7	None	12	1.50
80	24	None	15	None	16	2.44
80	18	2.50	10	2.50	20	1.40
82	22	None	18	None	22	1.84
89	21	4.00			14	1.50
90	16	3.50	16	3.50	16	2.00
90	38	1.00			18	2.11
90	17	None	15	None	17	1.82
96	24	2.50			16	1.50

Northwest Section, 100-199

100	20	\$4.00	20	\$4.00	22	1.82
100	18	2.50	5	2.50	20	1.15
113	27	1.75			17	1.59
118	*	4.50	*	4.50	17	
135	24	4.00	21	4.00	21	2.14
138	45	0.75			*	
148	24	3.00	13	3.00	20	1.85
148	31	2.50	24	2.50	24	2.19
150	36	4.00	12	4.00	18	2.71
150	29	2.00	22	2.00	18	2.83
154	70	1.00	27	1.00	27	3.60
166	30	2.50	12	2.50	24	1.77

* Not indicated by Respondent

High School Enrollment	1st-Yr. Type-Writing	Fee for 1st-Yr. Typewriting	2nd-Yr. Type-Writing	Fee for 2nd-Yr. Typewriting	Total Number of Typewriters	Avg. No. Students per Typewriter
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Northwest Section, 100-199, (Continued)

168	46	None	11	None	17	3.35
190	42	3.50	23	3.50	27	2.41

Northwest Section, 200-299

200	45	None	50	None	34	2.80
210	59	3.00			21	2.81
230	40	2.00	20	2.00	26	2.31
237	82	3.00	20	3.00	25	4.08
239	109	1.00	54	1.00	39	4.18

Northwest Section, 300 or Over

300	70	1.00	17	1.00	44	1.98
320	100	1.00	28	1.00	30	4.27
350	62	0.75			22	2.82
370	80	1.00	28	1.00	30	3.60
390	111	2.00	47	2.00	30	5.27
425	101	1.50	44	1.50	36	4.03
445	112	0.75	50	0.75	28	5.80
481	85	1.00	127	1.00	46	4.61
630	200	2.50	44	2.50	55	4.44
932	184	2.50	37	2.50	80	2.76
1900	332	1.00	130	1.00	114	4.05
2000	420	1.00	150	1.00	142	4.01
2000	250	1.50	150	1.50	92	4.44

Southwest Section, 0-49

25	7	None	3	None	8	1.25
27	8	\$2.00			9	0.89

High School Enrollment	1st-Yr. Type-Writing	Fee for 1st-Yr. Typewriting	2nd-Yr. Type-Writing	Fee for 2nd-Yr. Typewriting	Total Number of Typewriters	Avg. No. Students per Typewriter
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Southwest Section, 0-49, (Continued)

30	11	\$4.50			15	0.74
32	8	0.50	5	0.50	6	2.34
34	18	3.50			9	2.00
35	9	None	9	None	12	1.50
37	3	None	7	None	9	1.11
37	8	2.50	7	2.50	9	1.67
40	14	3.00			10	1.40
40	Not offering typewriting this year.					
40	10	None	6	None	*	
43	8	None	6	None	15	0.94
43	11	None	9	None	16	1.25
44	7	5.00	16	5.00	15	1.53
45	4	2.50	12	2.50	12	1.34

Southwest Section, 50-99

57	10	3.00	14	3.00	14	1.71
58	24	None	8	None	*	
58	*	None			23	
60	10	1.50	9	1.50	10	1.90
60	15	2.00	8	2.00	15	1.54
60	16	2.50			22	0.73
61	18	2.50	8	2.50	17	1.53
61	19	2.50	22	2.50	22	1.89
61	26	None			14	1.89
61	18	None	13	None	18	1.72

* Not indicated by Respondent

High School Enrollment	1st-Yr. Type-Writing	Fee for 1st-Yr. Typewriting	2nd-Yr. Type-Writing	Fee for 2nd-Yr. Typewriting	Total Number of Typewriters	Avg. No. Students per Typewriter
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Southwest Section, 50-99, (Continued)

63	7	\$2.00	7	\$2.00	12	1.17
64	15	2.00			12	1.25
65	10	3.00			10	1.00
68	11	2.00	15	2.00	17	1.47
68	17	4.00	11	4.00	15	1.89
70	16	2.50	15	2.50	17	1.82
70	17	2.50	10	2.50	18	1.50
71	17	None	9	None	19	1.37
72	15	1.50	16	1.50	15	2.07
72	15	4.50	17	4.50	19	1.68
74	12	None	15	None	20	1.35
75	46	5.00	4	5.00	23	2.22
75	22	3.00	24	3.00	16	2.87
76	12	None	11	None	21	1.10
77	24	3.00	12	3.00	24	1.50
77	18	None	10	None	18	1.56
80	18	1.50	28	1.50	19	2.42
85	17	None	7	None	18	1.34
87	22	2.50	17	2.50	12	3.25
88	30	4.00	13	4.00	20	2.15
95	32	3.50	18	3.50	28	1.79
97	25	None	23	None	24	2.00

Southwest Section, 100-199

116	32	3.00	16	3.00	17	2.82
120	23	3.00	15	3.00	18	2.11

High School Enrollment	1st-Yr. Type-Writing	Fee for 1st-Yr. Typewriting	2nd-Yr. Type-Writing	Fee for 2nd-Yr. Typewriting	Total Number of Typewriters	Avg. No. Students per Typewriter
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Southwest Section, 100-199, (Continued)

122	34	2.50	18	2.50	21	2.48
125	42	2.50			22	1.91
135	*	4.50	*	4.50	25	
138	27	2.50	10	2.50	20	1.85
148	32	2.00	21	2.00	20	2.65
151	40	4.50	24	4.50	24	2.67
158	36	1.50	22	1.50	23	2.52
164	40	2.50	16	2.50	20	2.80
165	60	4.00	18	4.00	22	3.55
170	25	1.50	16	1.50	20	2.05
174	55	2.50	22	2.50	25	3.08
184	40	5.00	25	5.00	45	1.45
185	64	None	25	None	26	3.42
188	*	3.00	*	3.00	26	
189	45	3.50	14	3.50	20	2.95

Southwest Section, 200-299

248	103	4.00	16	4.00	*	
250	34	2.50	16	2.50	19	2.63
257	63	None	18	None	26	3.12
263	*	2.50			22	
271	70	4.00	20	4.00	24	3.75

Southwest Section, 300 or Over

300	60	2.50	30	2.50	30	3.00
310	96	4.50	40	4.50	32	4.25

* Not indicated by Respondent

High School Enrollment	1st-Yr. Type-Writing	Fee for 1st-Yr. Typewriting	2nd-Yr. Type-Writing	Fee for 2nd-Yr. Typewriting	Total Number of Typewriters	Avg. No. Students per Typewriter
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Southwest Section, 300 or Over, (Continued)

452	75	\$4.50	24	\$4.50	25	3.96
487	133	0.50	36	0.50	37	4.57
500	180	3.00	50	3.00	45	5.11
550	300	2.50	35	2.50	50	6.70
780	300	3.00	70	3.00	95	3.90

Southeast Section, 0-49

35	12	3.10			12	1.00
42	14	1.50	10	1.50	15	1.60
45	11	None	11	None	12	1.83
47	14	0.80	8	0.80	14	1.57
47	6	None	8	None	8	1.75

Southeast Section, 50-99

50	15	1.50	8	1.50	10	2.30
50	10	None	8	None	14	1.29
56	13	1.50	10	1.50	15	1.53
57	12	None	9	None	13	1.62
64	13	2.25	5	2.25	13	1.39
65	11	None	7	None	13	1.39
67	12	2.50	16	2.50	17	1.65
72	15	2.50	12	2.50	15	1.80
75	18	1.50	10	1.50	18	1.55
75	12	2.50	10	2.50	16	1.39
76	15	None	11	None	25	1.04
78	20	None	13	None	12	2.75
78	18	2.00	14	2.00	14	2.29

High School Enrollment	1st-Yr. Type-Writing	Fee for 1st-Yr. Typewriting	2nd-Yr. Type-Writing	Fee for 2nd-Yr. Typewriting	Total Number of Typewriters	Avg. No. Students per Typewriter
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Southeast Section, 50-99, (Continued)

78	19	\$2.50	15	\$2.50	22	1.55
80	18	None	11	None	32	0.906
89	16	4.00	33	4.00	20	2.45
90	26	2.00	12	2.00	16	2.38
90	17	2.50	20	2.50	20	1.85
90	25	3.00	9	3.00	20	1.70
93	*	None	*	None	*	
96	21	4.50	18	4.50	17	2.29
99	15	None			*	

Southeast Section, 100-199

100	26	7.50	8	7.50	26	1.31
102	14	2.50			14	1.00
103	28	1.50	14	1.50	18	2.32
105	30	0.75	20	0.75	15	3.34
107	20	2.50	21	2.50	21	1.95
112	29	2.50	12	2.50	15	2.73
125	20	5.00	21	5.00	22	1.86
132	26	None	12	None	17	2.24
140	40	1.00	38	1.00	20	3.90
145	18	3.00	11	3.00	17	1.71
150	34	4.00	22	4.00	24	2.34
155	40	None	16	None	17	3.29
160	46	None	20	None	23	2.87
163	65	3.50	23	3.50	27	3.26

* Not indicated by Respondent

High School Enrollment	1st-Yr. Type-Writing	Fee for 1st-Yr. Typewriting	2nd-Yr. Type-Writing	Fee for 2nd-Yr. Typewriting	Total Number of Typewriters	Avg. No. Students per Typewriter
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Southeast Section, 100-199, (Continued)

165	35	None	25	None	30	2.00
167	34	2.25	18	2.25	26	2.00
176	29	5.00	13	5.00	25	1.68
185	48	1.50	31	1.50	19	4.16
190	40	2.00	20	2.00	20	3.00

Southeast Section, 200-299

201	60	3.00	16	3.00	30	2.54
219	66	3.40	14	3.40	24	3.34
223	44	3.75			*	
228	46	3.75			23	2.00
248	65	2.50	30	2.50	24	3.97
250	75	2.50	15	2.50	27	3.34
290	60	2.50	35	2.50	50	1.90

Southeast Section, 300 or Over

300	45	4.50	30	4.50	26	2.88
330	60	5.00			*	
350	78	3.50	27	3.50	42	2.45
350	83	2.25	61	2.25	36	4.00
377	56	4.00			27	2.07
402	65	2.00	27	2.00	30	3.07
465	130	1.50	31	1.50	33	4.90
539	108	1.00	46	1.00	40	3.80
900	192	3.00	30	3.00	43	4.69

* Not indicated by Respondent

THESIS TITLE: A SURVEY OF PRACTICES IN CHARGING AND IN
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NAME OF AUTHOR: Thomas L. Foster

THESIS ADVISER: Robert A. Lowry

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