

SPECIAL BULLETIN
Release Date November 5, 1931

TO MEMBERS

THE ASSOCIATION OF COLLEGE AND UNIVERSITY BROADCASTING STATIONS
(and a special request mailing list in addition to members)

Listed below you will find some very important communications of general interest to the Association of College and University Broadcasting Stations which have been received since October 15. May I ask that the program managers and directors of the membership list check carefully for special comments and questions presented in many of these communications. We are finding it impossible to answer many requests received from bulletins released, more especially when they deal with work of some specific station. Many of the communications listed in this bulletin deal with stations in our membership list. It is expected that the program director will note carefully the portions of the bulletin that deal with his work and correspond with the individual seeking special information, etc.

May I also urge at this time that the members of the Association note on their calendars and send to this office at least every two weeks reports of progress, being made in their program work or any other points of interest that should be released to the entire membership. True, it takes a great deal of detail work to issue special bulletins of this type, and the success of your special bulletin depends on the cooperation accorded the movement by members of the Association. A number of us have been of the opinion for some years that a special bulletin could be made one of the most effective parts of the program of our Association. Personally, I have gained a great deal of valuable information for use in our station from the exchange of ideas. I am sure that every station official can profit in these exchanges of ideas if he will but contribute "highlights" of interesting developments from his own institution.

FROM MR. C. H. KOON, SENIOR SPECIALIST IN EDUCATION BY RADIO, UNITED STATES DEPARTMENT OF INTERIOR, OFFICE OF EDUCATION, WASHINGTON, D. C. COMES THE FOLLOWING COMMUNICATION: "We are pleased to note the service you are rendering the members of your association in your attempt to improve the broadcast programs by means of exchanging records that could be used for broadcast purposes.

"At the Radio Institute in Columbus, Mr. Harold Lafount of the Federal Radio Commission said that educational stations were using only one-third of the time allotted to them. Under these circumstances it occurs to us that no pains should be spared to insure that educational broadcasting stations make more use of their available time on the air."

"We appreciate some of the handicaps and limitations of college broadcasting stations. Do you think that educational broadcasting service might be materially extended and improved by a rather general exchange of programs? The National Committee on Education by Radio probably would appreciate an article by you on this subject for their bulletin, 'Education by Radio.'"

"In what ways might the Office of Education be of assistance to your organization in extending the service of college broadcasting stations?"

(NOTE: May I call your attention to the last paragraph of the communication from Mr. Koon, in which he asks in what ways the Office of Education might be of assistance to the Association of College and University Broadcasting Stations in extending the service of college broadcasting stations. May I ask for suggestions and answers to this question from each station official holding membership in the Association. Will you please send these to me on or before November 15. I trust that we may assemble a list of subjects from the members that will be helpful to Mr. Koon in organizing the work of the Office of Education to be of direct assistance to the Association. May I hear from you at once relative to this matter.)

FROM DEAN JAMES T. ROOD, DIRECTOR OF STATION KOB, NEW MEXICO COLLEGE OF AGRICULTURE AND MECHANIC ARTS, STATE COLLEGE, NEW MEXICO: "During the past year we have not put on any plays here from the main studio of KOB, as we have no Department of Dramatic Arts.

"However, for a number of weeks, on Wednesdays, we put on a play from our remote control studio at El Paso, Texas. Those plays were directed and put on by Mrs. Ball of the Department of English at Texas School of Mines at El Paso, Texas. No doubt, she will be delighted to give you full information about the success of the plays she directed for us.

"During the coming winter we expect to put on several plays performed by a combined group of college and town people who have been carrying on a Little Theatre movement. Not till later will I know the titles of the plays they expect to perform."

(NOTE: A number of the stations have been corresponding with me relative to dramatic productions, etc. I would suggest that here is another valuable lead and the directors should get in touch with Mrs. Ball of the Department of English, Texas School of Mines, El Paso, Texas. I am sure that she will be able to render valuable assistance to station managers as has been suggested by Dean Rood.)

FROM MR. W. I. GRIFFITH, DIRECTOR OF RADIO STATION WOI, ENGINEERING EXTENSION SERVICE IOWA STATE COLLEGE, AMES, IOWA: "We have not been very active in broadcasting plays. I feel this is a fine thing and a movement that should be encouraged. We had difficulty in getting any plays that were worthwhile without royalty.

"I suspect you already have a report from Higgy and know of the work of Miss Gwendolyn Jenkins at WBAO. I think their work in this line is outstanding and will be of interest to all member stations.

"I assure you I will appreciate results of your labors in making this information available. Do you know anything about the plays that are prepared by the Hershey Play Company, 2157 Sargeant Ave., St. Paul, Minnesota? Their literature has come to my attention but I do not know how good it is."

(NOTE: I have made special effort to secure information relative to the Hershey Play Company of St. Paul, Minnesota. To date I have been unable to get information about their materials. Will any of the program managers or directors who have this information kindly supply the same to Mr. Griffith of WOI and at the same time supply this office with a carbon of your letter to him. It will help us complete our records relative to this request.)

All member stations have received the WBAO October bulletin offering special comments and listing special programs for the station of the Ohio State University. May I call to your attention the article below taken from page six of this bulletin dealing with the WBAO Players. It answers a number of requests that have reached my office from a number of individuals over the country and contains an excellent idea for any program manager or director to develop for his station in cooperation with the school of dramatic arts of his institution. It also establishes a direct contact with the station's audience since the listeners send in interesting anecdotes or stories of their own forefathers and may, in turn, hear them presented in dramatized form by the station cast. The article is as follows:

"The WBAO Players are opening their fourth season of dramatic entertainment for the listeners of this station. Gwendolyn Jenkins is again directing the group. Over 150 plays have been presented by the Players since their organization three years ago. A surprise this season is the announcement that matinees will be offered once each week. The plays will be presented first on Friday night, then repeated the next Thursday at 4:10 P. M.

"Some innovations are also planned in the plays themselves. Mary Elizabeth Schwartz of Portsmouth, Ohio, who will be remembered as the author of the "King" series last season and who wrote the collegiate "Friday Nights" series for September, is preparing a group of plays based on actual historical incidents. Men actually lived these plays. They are excerpts from stories handed down from generation to generation in families Miss Schwartz has known.

"Listeners are urged to send in any interesting anecdotes or stories of their own forefathers and they will be dramatized by the Players. Of course actual names will be made fictional, but the stories themselves will be gladly used. It is planned to portray these cherished legends once each month throughout the entire season.

"Heading the list of plays this month is "The Violin Maker of Cremona," by Francois Coppee, October 2; "Cherished Stories," the historical play, October 9; a Greek play, "The Frogs," by Aristophanes, October 16; a revival of "Uncle Tom's Cabin," by Harriet Beecher Stowe, October 23; and an adaptation by Mary Elizabeth Schwartz of the famous story of Tristram and Isolt, entitled "The Lie of the Sails," October 30. Don't fail to listen to this well-planned program of drama, comedy, and history."

FROM MR. DANIEL E. NOBLE, RADIO DEPARTMENT, CONNECTICUT AGRICULTURAL COLLEGE, STORRS, CONNECTICUT, COMES THE FOLLOWING: "We are very much interested in the possibilities of broadcasting plays on a regular weekly schedule but, so far, we have been unable to arrange with our department of English to undertake the direction of the work. The chief difficulty seems to be the preparation of the play material. The time required for the preparation of material is so great that we feel we should be unable to maintain a weekly schedule without the assistance of someone who could give full time to the work.

"If the Association of College and University Broadcasting Stations could arrange for the exchange, or for the preparation and distribution of play broadcast material, it would greatly facilitate the dramatic work of the college stations. We shall be greatly interested in any information you may gather from your survey."

(NOTE: Some of the information requested by Mr. Noble will be found in this special bulletin, while we hope in the course of the next few weeks to give further advice relative to exchange or preparation of play broadcast material.)

FROM DR. B. B. BRACKETT, DIRECTOR OF RADIO STATION KUSD, UNIVERSITY OF SOUTH DAKOTA, VERMILION: "In reply to your recent inquiry, I will say that KUSD has never broadcast any plays except those put on by modern language clubs in Spanish and French, with considerable explanations in English to make the various situations more easy to follow.

"This, I judge, would be outside the kind of plays you wish to know about."

(NOTE: I was quite interested to learn of the work of the modern language clubs at the University of South Dakota. I can see the possibility of a valuable tie-up on the part of your radio stations with the modern language clubs in such work as Dr. Brackett has broadcast over KUSD. I would appreciate hearing from any director who has tried a similar plan.)

FROM MR. WILLIAM R. DUFFEY, DIRECTOR OF STATION WHAD, MARQUETTE UNIVERSITY, MILWAUKEE, WISCONSIN: "Following is a list of plays which were broadcast over WHAD last year:

- Feb. 4 - Marquette Drama Period: "The Game of Chess."
- Feb. 18 - Marquette Drama Period: "Columbine."
- Mar. 4 - Gold Mask Players: "Wurzel Flummery."
- Mar. 18 - Gold Mask Players: "Riders to the Sea."
- Apr. 4 - Gold Mask Players: "Rosalind."

Apr. 22 - Gold Mask Players: "Poets All."
May 6 - Gold Mask Players: "One Minute Past."
May 20 - Gold Mask Players: "The Londonderry Air."
June 3 - Gold Mask Players: "Spreading the News."
June 24 - Gold Mask Players: "Allison's Lad."
July 8 - Gold Mask Players: "A Marriage Has Been Arranged."

"I sincerely hope this is the information which you requested in your letter of Sept. 30."

(NOTE: We have written Mr. Duffey asking for complete details on the plays listed above. The following questions have been asked and as soon as he gives us a reply we will send the information in a bulletin to the members: 1. The amount of royalty, if any, charged on each of these plays. 2. In case no royalty was required how was permission secured from companies before plays were presented. We further asked for details so that other stations in the Association may use this list of materials presented by the Gold Mask Players.)

FROM A. A. APPLGATE, HEAD OF DEPARTMENT OF PRINTING AND RURAL JOURNALISM, SOUTH DAKOTA STATE COLLEGE OF AGRICULTURE AND MECHANIC ARTS, BROOKINGS: "Although excerpts from a number of plays were given over station KFDY last year, only one complete play "Suppressed Desires" went out over the air. We found afterward we had to pay a royalty of \$10 for the privilege of broadcasting the play.

"We have found it particularly difficult to find plays suitable for broadcasting, as not very many voices can be distinguished by an audience and a long play does not go over well. From our standpoint broadcasting of plays is something of a fizzle."

(NOTE: We were quite interested in this communication in that the experience of Mr. Applgate has evidently led him to the conclusion that they will not attempt dramatic work over their station in the future. We have in the past experienced the same feeling that Mr. Applgate portrays in his communication. However, I feel that by cooperative work in the Association, we can establish an ideal situation, select and present materials designed particularly for radio use which will prove quite satisfactory.)

Another very interesting letter has been received since the release of the last bulletin from DEAN JAMES T. ROOD, DIRECTOR OF KOB, NEW MEXICO COLLEGE OF AGRICULTURE AND MECHANIC ARTS, STATE COLLEGE, NEW MEXICO: "The ideas and suggestions contained in your letter appeal to me very much and I should like to see them carried out, if possible.

"The collection you mentioned as having been made by Miss Miriam Dearth should be well worth using by other association stations if you are in a position to send them on tour when you have used them. They should be of great interest to cultured listeners, especially when broadcast from different stations of the association. Personally, I find that educated people in every part of the country are interested in the history, the sagas, the folk stories and songs of all other parts of the country, especially, as you say, where they are 'human interest stories.' So I sincerely trust you may be able to work out this most attractive experiment.

"Unfortunately for us, our funds have not as yet permitted us to work out any parallel set for this section that we could offer you or others in return for the use of such records or continuities from other association stations. Yet this region offers a tremendous store of stories that could be worked up. That of Billy the Kid, Geronimo, the Spanish Conquistadores, the Santa Fe Trail, the finding of pottery revealing the presence here of artistic tribes five thousand years or more ago.

"Surely there is a wealth of human interest stories that could be written for this part of the Great Southwest. And I know that other sections have equally interesting stories to tell.

"Please feel free to call on me at any and all times and in any way that I can be of assistance to you or the Association. And if at any time I have any suggestions that might seem to be of possible interest or help to you personally or to the Association, I shall only be pleased to send them to you."

(NOTE: Will you please take particular note of the many valuable suggestions made by Dean Rood relative to materials available along the line of work that has been suggested. The suggestion in his letter if carried out would be very interesting indeed; namely, securing of local color stories to be dramatized in the various regions of the United States and presented by the Association stations. I would like to have the reaction of other program directors, more especially in the East, relative to Dean Rood's suggestion of selecting materials suited for the various sections of the country to be presented by stations holding membership.)

FROM MR. MARTIN HEGLAND, DIRECTOR, STATION WCAL, ST. OLAF COLLEGE, NORTHFIELD, MINNESOTA: "We have used no dramas in our programs broadcast over our radio station so I have no information to give you in response to your recent inquiry."

SKETCHES FROM TWO COMMUNICATIONS FROM MR. JOE F. WRIGHT, DIRECTOR OF UNIVERSITY PUBLICITY, AND OF STATION WILL, UNIVERSITY OF ILLINOIS, URBANA: "We have not done a great deal in the way of broadcasting dramatic productions. We have done some Shakespeare at one time or another and have also broadcast some plays and portions of musical comedies written by our students. We have broadcast a good many brief debates during the last three or four years, but rather than put the whole affair on the air we simply had an abbreviation of it given in the studio. I shall be glad to see what other schools are doing in this line.

"The question I should like to ask you, and hope you will take the time to give a frank answer, is this: How can we work up worth while enthusiasm on the part of listeners other than through the broadcast of athletic events? I really think that our situation here is such that we cannot get a fair picture of what educational broadcasting might do, due to the fact that we are heard over such a limited area, we certainly are not getting any responses to speak of and sometimes I wonder if it is worth the effort. This year we are broadcasting several courses from the classroom, some of which are very well done and are of such a nature that there should be a rather general interest. Besides these classroom broadcasts, which take up two hours each day, we are on the air for another hour and a half with music, miscellaneous talks of an educational nature, including agricultural material.

"There are times when I get rather enthusiastic about what we are doing, but at other times I have very grave doubts.

"Are you able to prepare any tangible results? Do your letters come in voluntarily, or how do you pull them? Etc. Etc.

"I presume all broadcasting stations, certainly educational stations, received a letter today from the R.C.A. Photophone, Inc., telling of their new portable disc recorder and reproducer.

"This is apparently the sort of thing that we have discussed from time to time, and I wonder if the information should be passed around. The letter which came to my desk was addressed to President Chase, but inasmuch as his assistant thought that he would not be interested, let alone know what it was all about, he sent it on to me. I am writing to the Photophone people this afternoon asking for price, etc. When I get this information I shall send it on to you if you are interested.

"I want to congratulate you on the bulletins you get out. They are very newsy and give the sort of thing that all of us like to have.

"I am also sending you, in case I have not already done so, the resume of our weekly broadcasts. You will note that we are broadcasting five courses from the classroom as well as keeping up our talks of ten, twelve, fifteen and twenty-seven minutes on educational subjects."

(NOTE: May I call to your attention the second paragraph of Mr. Wright's letter in which he asks how we can work up worth while enthusiasm on the part of listeners other than through the broadcast of athletic events. I am sure this question has confronted the manager and director of each of our stations. Five or six years ago it was a common "habit" of the radio listener to write the station when he found a program that appealed to his fancy. Today we find that the best of programs will rarely, if ever, stimulate the radio listener to write the station. I personally feel that this is one reason why so many of us wonder if our programs are worth while and if they are being received in a satisfactory manner on the part of our constituents. I am of the personal opinion that we must offer a varied series of programs over the educational stations in order to appeal to the fancies of all classes. Please do not misinterpret this statement, as I am also of the personal opinion that so-called jazz and similar programs have no place on an educational station program. A few months ago I was privileged to hear one of the outstanding educators of the country make this statement, "In your educational radio work on the part of the universities and colleges you should not be discouraged. If you are giving a course in the appreciation of any of the arts or stimulating thought among any of the sciences, you are filling your mission by use of this 'infant' of education. So often we hear the question, 'is the amount of effort expended on the part of educational institutions in presenting their educational programs worth while?' My answer to the question would be that if you are holding the attention of an audience of only ten patrons and stimulating a greater appreciation of the fine arts for this select group your effort has not been in vain." Of course none of us like to think that in most of our programs the audience is only ten persons. But at the present time we are unable to determine the extent of our audience participation. Later in this bulletin you will find the communication from the office of the Commissioner of Education Washington, D. C., relative to the preparation of a publication on the methods of instruction by radio. Note that we may all help to scientifically produce a study to make available to the educational profession the best that is known about the technique of effective broadcasting. When we have once determined the most effective technique of presenting our materials over college and university stations one of the greatest if not the greatest problem confronting the program director will have been solved.)

FROM MR. R. C. HIGGY, DIRECTOR, STATION WEAO, AND PRESIDENT OF THE ASSOCIATION OF COLLEGE AND UNIVERSITY BROADCASTING STATIONS, OHIO STATE UNIVERSITY, COLUMBUS: (We are quoting from two letters from Mr. Higgs, written by him on October 12 and October 13.) "I have intended writing to you well before this time to give you the information you have requested in letters which arrived during my absence last summer. We have spent the past two weeks in getting started on our regular yearly schedule and there has been absolutely no time for additional duties until now.

"Your first bulletin is very interesting and exactly the type of thing that I would personally like to see continued at as frequent intervals as possible. I appreciate how difficult it is to secure information from the various stations, but I have always believed that if the thing is once well under way it will become much easier to secure the cooperation of our stations in supplying the information.

"I am trying to persuade Miss Jenkins of our staff to prepare copies of four or five radio plays suitable for use at stations of our Association. I had in mind that the Association might do a very fine piece of work in making these available to all of its stations for use without royalty. That is, you could mimeograph these and send copies to all stations. These plays will be of different types, and the idea in our releasing these plays will be to secure interest of other stations, in order that eventually on exchange of radio plays could be effected. I believe that we will be able to get these plays to you, if you believe it well to carry out this plan, within the next week or so. We have had requests from eight or ten association stations and have been unable to fulfill their requests for these programs. Apparently, there is considerable interest in radio plays at educational stations.

"The work of the National Committee is progressing very nicely. The meeting of October 2 laid plans for the coming year which include the introduction of the Fess Bill or a new similar bill into both the House and the Senate, publication of the printed bulletin weekly, in order to further the interests of our cause, and the

consideration of research plans for projects that might be carried on by the Committee. Perhaps the most ambitious research undertaking plan will be an extensive survey of college and University stations to be made personally by Mr. Tyler, the secretary. This will involve several months' traveling, which should result in considerable information of value. It might be well to suggest in a bulletin to our membership that every courtesy and convenience be extended to Dr. Tyler on his visit to stations of the Association. If any of our stations have suggestions as to what work the Committee might do in addition to that mentioned above, or any other matter, I shall be glad to present it to the Committee at the next meeting on December 11, 1931. The Service Bureau of the National Committee is doing very fine work in assisting our stations in their dealings with the Federal Radio Commission. The Service Bureau has on many occasions represented the stations at hearings with power of attorney in case the stations are unable to send a representative to Washington.

"The Radio Division of the Bureau of Educational Research of Ohio State University is now in action and Dr. Lumley is actively engaged in several research problems. One of these I believe the Association will be vitally interested in. He is attempting to evolve a standard form of listener questionnaire report. We are making certain experiments here in connection with our station, and very shortly will ask for the cooperation of other stations in order to prove the value of the questionnaire before it is finally released to all stations for their use. We have found such a mail questionnaire of great value here, and I am sure that with further refinement it can be even still more valuable.

"I realize that the above suggestions and information are in a very crude form, but I trust that some of them will be complete enough for you to pass along to our stations in your next bulletin.

"Your special bulletin has just arrived and I notice the remarks on the last few pages about radio drama.

"In accordance with my promise I am sending you herewith the first radio play which Miss Jenkins of our staff has received permission to have distributed free to all college and university stations. This is a play that has been given several times over our station with considerable success and was written by Herman A. Miller, of our Department of English.

"I am also enclosing copies of several letters which contain pertinent remarks on the production of radio plays. These letters are copies of correspondence relating to a radio play tournament which was held last spring here. It was highly successful, and we are already planning on another tournament for this year. I think many of the suggestions contained in the letter dated February 18, 1931, will be of interest to stations planning radio plays.

"I will forward several other plays as soon as we can obtain the necessary permission to have them released and have a copy in shape for you. We will appreciate it if you will forward us several copies of each play.

"Your bulletin was very fine, and is going to be of great importance to our stations I am sure. Keep up the good work!"

(NOTE: Will you please refer back to Mr. Higgy's comments relative to having plays sent to the executive secretary's office, mimeographed at this office, and released to the members. Kindly give me your reaction as to whether or not this would be a useful service for you. We will be very glad to mimeograph those plays that have proved a success for member stations and supply the copies if you feel the material will be useful in your work. Also kindly note the paragraph of Mr. Higgy's letter relative to the National Committee's work. It is quite important that all members of the Association keep acquainted with developments on the Fess Bill and any other bill that may be introduced in the House and Senate affecting educational broadcasting. Please note particularly his comments relative to the Bureau of Educational Research of Ohio State University. Note that Dr. Lumley of the Research Bureau is attempting to evolve a standard listener questionnaire report. Personally, I can think of no

study that will prove as valuable to our Association as a study of this type. All members can indeed assist in this matter and supply the Bureau of Educational Research of Ohio State with valuable information. Please note also the comment by Mr. Higgy relative to their radio play tournament held last spring over WEAQ. This is indeed an excellent suggestion for consideration on the part of the members. Mr. Higgy also states that those stations interested in a radio play tournament may be interested in a release sent out by their station dated February 18, 1931. I am quoting this release in full, as it contains some very valuable information that should be before program directors throughout the entire country.)

The letter is as follows:

"The interest aroused has necessitated a limitation of entries, since we are allowed just so much time on the air. This means that the first eight schools sending in registration blanks will be given the right to enter the tournament. And now that we are planning a definite allotment of time, a receipt of your entry is a guarantee of your being here at the scheduled time.

"We will expect each group to be made up of students regularly enrolled in the school which they are representing; for this is distinctly a college project, fostered by Ohio State University in an attempt to extend to other Ohio schools an opportunity to investigate this new field of dramatic endeavor.

"Publicity will be given the tournament and we will expect pictures and 'copy' as soon as possible after notification of registration acceptance is given.

"The play will be judged on selection of material, presentation, and the effectiveness of the broadcast. Professor Herman A. Miller, director of dramatics at Ohio State University, is chairman of the judging committee, and he will announce the winning play on May 1, at the regular WEAQ Players' hour, 8:30 P. M. A suitably inscribed trophy will then be sent the prize group.

"The following suggestions are sent you in the hope that they will simplify problems confronting you as you make your decision regarding entering the tournament:

A. Selection of play.

1. The play should have a limited cast, which is carefully differentiated as to characterizations, and contrasting as to voice requirements.
2. The plot should be simple. Avoid complications which are difficult to follow.
3. The dialogue is all important, and should have lines that are meant to be spoken. Clear and definite exposition is essential.
4. Action must be such as can be translated into words.
5. The fewer the scenes, the easier to follow. The use of too many scenes gives an episodic touch to the broadcast that is undesirable.
6. A play with a 'sound' basis permits the introduction of substitutes for lighting and staging. Music may also be used to suggest the emotional tone or background.
7. There is a definite time limit of thirty minutes, in which to present the play.
8. The play may be a one act play, a cutting of a longer play, an adaptation of a story, an original continuity, or a dramatization. Note that such group must assume the responsibility of securing broadcasting rights, and meeting any royalty requirements.

B. Direction.

1. The lines are not to be memorized. Even if the parts are known, books are required at the broadcast.
2. Cues must be quickly picked up. And in general the tempo is faster in radio drama, since pauses for action suggest only mechanical trouble to the listener.
3. The conversational mode is required due to the psychology 'the home audience.'
4. Diction, pronunciation and breathing are to be noted.
5. Definite characterizations help put the play across.
6. The play should be timed carefully. Including the announcer's part the play must run but 30 minutes.
7. Perfect synchronization of lines and sound effect is necessary.
8. The announcer's part will be taken by a member of the studio staff. To facilitate matters, a copy of the play and suggestions should be sent in as soon as possible.
9. A studio rehearsal will be arranged when definite scheduling is completed.
10. In casting the voices are the important criteria. Guard against eye prejudices. Casting by ear is essential.

Sincerely yours,

Gwendolyn Jenkins,
Dramatic Assistant,
Station WBAO

THE FOLLOWING LETTER WAS RECEIVED AT THIS OFFICE ON THE MORNING OF OCTOBER 27 FROM MISS BESS GOODYKOONTZ, ACTING COMMISSIONER OF EDUCATION, WASHINGTON, D. C.: "The United States Office of Education would appreciate having the assistance of the Association of College and University Broadcasting Stations in the preparation of a publication on methods of instruction by radio. Among the topics that would be considered are the following:

- (1) Advance preparation by the broadcasting teacher.
 - (a) General rules.
 - (b) Lecture discussions, plays and musical presentations.
- (2) Advance preparation by the listeners.
 - (a) Adult listeners.
 - (b) School audiences.
- (3) Presentation of the radio lesson.
 - (a) Broadcasting a highly specialized art.
 - (b) Microphone technique.
 - (c) Diction, pronunciation, articulation, tone quality, accent, and general cultural effect.
- (4) Reception and follow-up work.
 - (a) Adult listeners.
 - (b) School audiences.

"The principal purpose of this study will be to make available to the educational profession the best that is known about the technique of effective broadcasting. The study should also be of service to professional broadcasters and occasional radio speakers.

"We are of the opinion that your organization can render a valuable service to educational broadcasting by drawing on the wealth of experience of your members. If your organization sees fit, we will appreciate having a committee appointed from your membership to cooperate with us in collecting and evaluating data on methods of instruction by radio."

On the morning of October 28 I sent the following reply to Miss Goodykoontz:

Miss Boss Goodykoontz
Acting Commissioner of Education
Washington, D. C.

Dear Miss Goodykoontz:

I have just received your letter of October 20, and before getting in touch with the other members and officers of the Association of College and University Broadcasting Stations, I am quite certain that all of the members will be pleased to assist the United States Office of Education in any way possible in the preparation of a publication on the methods of instruction by radio. Within the next few days I shall send a bulletin to the members of the Association, quoting your letter and making suggestions as to their participation in the collection of these materials. I will be pleased to have you keep in touch with me and offer any suggestions you care to make from time to time. I feel that by the end of this season the Association will have been in a position to serve you in this capacity.

Sincerely yours

T. M. Beard, Executive Secretary

(NOTE: It appeals to me that every station holding membership in the Association can supply the Commissioner of Education with excellent materials that will help in the preparation of a publication on the methods of instruction by radio. I will appreciate it if each station director will write her at the Washington, D. C., office and will also appreciate having carbons of the letters sent to my office relative to this matter.)

FROM MR. D. LEMASURIER, MANAGER, STATION KFJM, GRAND FORKS, NORTH DAKOTA: "I regret the delay in answering your letter of September 30, but I do not believe what information we have to offer will be of any value to you.

"The only radio dramas we have broadcast were a series of detective stories written for the Street and Smith Detective Story hour on the CBS. At this writing we are presenting weekly 1/4-hour mystery plays furnished gratis by 'Startling Detective Adventures' magazine, of Minneapolis.

"You may be interested to know that Ida Mitchel Roff, 2560 Eaton Avenue, Cincinnati, Ohio, has a series of dramatized Bible Stories, thirty minutes each, casts of from five to seven, costing \$3.00 per episode."

FROM MR. GARLAND POWELL, DIRECTOR OF STATION WRUF, UNIVERSITY OF FLORIDA, GAINESVILLE: "Your letter of September 30th was called to my attention upon returning to this office. I was very glad indeed to hear from you.

"We used last year several one-act plays that were given by the University Dramatic Club, the names of which I do not recall; however, I am sure of this, that there were no royalties on them.

"The best source for the information you desire is Mrs. Amanda H. Barnes, Fort Lauderdale Players, Fort Lauderdale, Florida.

"If I can help you in any way please advise."