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preparatory section will cover a period of two school years, each consisting of two forms of fifteen weeks each.

To provide fundamental courses for students without technical accounting knowledge who desire to enter the profession a junior preparatory section will be offered. This section will consist of courses in preparatory accounting, business mathematics, business practice, elements of business, and English grammar and composition. The junior preparatory course will be given both as a one-form and a two-form course, the selection depending upon the previous work of the student.

Professional Training Conference

The growing needs of our practice and the desirability of having representatives of the Department for Professional Training in the larger offices resulted in a conference, during the first three weeks in June, of such representatives from a majority of the American offices.

The conferences included lectures and individual instruction covering the reviewing of reports, the theory and technique of selecting men, instructing them in their duties and responsibilities as members of the organization, and subsequently directing their technical and professional development.

An outline of the subjects discussed during the conference is now in course of preparation and will be distributed later to all offices.

Additions to the Library, June, 1920

Bankers Trust Company. English public finance from the Revolution of 1688, with chapters on the Bank of England; by Harvey E. Fisk. New York, Bankers Trust Company, 1920. 241 p.

Hoskold, H. D. Engineer's valuing assistant: being a practical treatise on the valuation of collieries and other mines, with rules, formulae and examples; also a set of valuation tables. Edition

2, revised. New York, Longmans, Green, & Co., 1905. 185 p.

Skinner, Ernest Brown. The mathematical theory of investment. New York, Ginn & Company, (c1913). 245 p.

Swift, Edgar James. Psychology and the day's work; a study in the application of psychology to daily life. New York, Charles Scribner's Sons, 1920. 388 p.

United States. Bureau of Foreign and Domestic Commerce. Commercial handbook of China, by Julean Arnold and others. 2 v. Washington, Government Printing Office, 1919. (Miscellaneous series No. 84.)

Van Antwerp, William Clarkson. The Stock Exchange from within. New York, Doubleday, Page & Company, 1914. 459 p.

Whitaker, Albert Conser. Foreign exchange. New York, D. Appleton & Company, 1920. 646 p.

Whitten, Robert H. Valuation of public service corporations; legal and economic phases of valuation for rate making and public purchase, with Supplement. 2 v. New York, The Banks Law Publishing Co., 1919 (c1912). 798 p.

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