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BUSINESS ED PREPARES FOR FUTURE CAREERS



The Business and Distributive Education Department had a twofold objective this year. It worked to provide general business knowledge for all interested students, and it gave each student competency in the business skills.

The department, in addition to serving vocational needs, was also geared to assist students planning to further their education in business by offering courses in bookkeeping, personal typing, note taking, accounting and data processing.

This year's Business Department sponsored two cooperative work experience programs. The first was the Cooperative Office Education program, which was designed to meet the needs of students who wanted to have an actual experience in office work before graduation. The second program, Distributive Education, was geared to meet the needs of the students who wished to work in sales, retailing, and merchandising. All in all, the Business and Distributive Education Department attempted to give students a well-rounded selection of business courses.