

1945

1945-1946 Course Catalog

Columbia College Chicago

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COLUMBIA COLLEGE

55 YEARS NATIONAL RECOGNITION

GENERAL BULLETIN

1945 - 1946

★

RADIO — DRAMA

TELEVISION — SPEECH

AND

ACADEMIC COURSES

LIBRARY

OF

COLUMBIA COLLEGE

CHICAGO ILLINOIS

DAY AND EVENING CLASSES

This bulletin includes
special short professional courses

★

FINE ARTS BUILDING

410 SOUTH MICHIGAN BOULEVARD

CHICAGO 5, ILLINOIS

PHONE WABASH 6762

COLUMBIA COLLEGE



For fifty-five years, Columbia College has played an important part in the fields of Drama, Stage, Speech, and Education. Some years ago the College added the Radio Broadcasting Training Department. The practical method of training in this department has been so successful that radio stations throughout the country apply to Columbia College for new personnel.

Columbia College has now added a Television Department to broaden the student opportunities in this coming profession and in related fields. Methods of instruction will involve the same thorough and practical techniques used in our other departments.

The College has always been a leader in devising newer methods of training. Since its staff consists of authorities and experts from both professional and academic fields, it has always been progressive in developing psychologically sound and practical techniques of training.

Its curriculum consists of courses in the fields of radio, speech, drama, public speech, vocabulary, education and carefully selected cultural and academic subjects.

SELECTION OF STUDENTS

No student is accepted until he has been given an aptitude test and audition by the College to determine whether he has the qualifications to become successful in any of the fields for which Columbia College offers training. (There is no charge for this service.) An applicant must furnish satisfactory character references and must have a high school education, or its equivalent. Service in the armed forces will be considered the equivalent of high school graduation. The admission of people who live in other parts of the country and who cannot come in for the regular aptitude tests will be determined by a special questionnaire or a voice recording, or both.

SPECIAL SHORT PROFESSIONAL COURSES

For those who are not in a position to study for a degree, special practical concentrated courses are offered fitting one for the profession in a short time. These courses have proven highly successful and have resulted in a large number of men and women now employed in Radio, Advertising, Drama, etc.

However, should one upon completion of the short course choose not to enter the profession at once but prefer to continue toward a Bachelor's or Master's degree, he will be given full credit by the College toward those degrees.

GUIDANCE OF STUDENT TRAINING

The faculty and director hold weekly conferences during which time the progress of individual students is carefully analysed and recommendations are made to further the development of the students.

Through this method each student comes up for detailed discussion by the faculty every few weeks. Thus, though the students are trained in classes they receive careful individual attention.

PERSONALITY DEVELOPMENT

Courses are also designed for those who realize the educational and cultural values obtained through the study of speech, drama and radio, since these studies are important factors in the development of poise, self-confidence and a good personality.

RADIO AND TELEVISION DEPARTMENT

SINCE AT NO TIME in the history of radio broadcasting has there been such widespread opportunity for new personnel in the field, Columbia College has so organized its courses that men and women can acquire the necessary skills in a short period.

The courses of study at Columbia College have gained recognition from radio stations throughout the country.

Columbia College is constantly in touch with most stations in the United States, constantly checking on the latest requirements, thus enabling the students to fit more readily into the profession.

Classes are held day or evening. The instructors are professionals whose approach is entirely practical and geared to the needs and requirements of the radio stations for announcers, writers, actors, producers and directors. Radio stations all over the country apply to Columbia College for new radio personnel, and the College assists applicants in the preparation for auditions.

PLACEMENT BUREAU

Because the College has constant requests from radio stations throughout the country for new personnel for both men and women, the Placement Bureau of Columbia College operates for the benefit of the students without extra fee. A student when qualified to hold a position in a radio station is automatically registered in the Placement Bureau of the College.

DIPLOMAS AND DEGREES

The Degree of Bachelor of Speech is awarded to students satisfactorily completing a four year curriculum combining professional and academic courses.

The Degree of Master of Speech is awarded to students completing one year of graduate work with special emphasis on speech, radio, or drama and conforming to a high level of achievement.

SPECIAL PROFESSIONAL COURSES

RADIO

The radio department is recognized as outstanding in the practicability and completeness of the training offered. Students are trained under a system which gives the background and skill necessary to obtain and hold positions in radio. The training is practical, using a number of large well-equipped studios for that purpose.

RADIO ANNOUNCING—Commercial:

A general introduction to announcing techniques incorporating sales principles of announcing, how to establish an interest in a product, etc. All work is done on microphone with emphasis on developing the student into an effective, friendly radio personality.

FEATURE AND GENERAL ANNOUNCING:

The technique of broadcasting special events, music, commentary, sports, narrating, story-telling, and ad-libbing.

NEWS ANALYSIS—NEWS EDITING:

A study and analysis of news and the understanding of current events. Method of presenting current events. Difference between news reporting and news commentary. A study of propaganda analysis, techniques of news editing, etc.

RADIO ACTING:

Skill in radio characterization and interpretation is developed through group playing on the microphone in commercially tested radio dramatic shows. In addition to the regular work involved in the course, students play in the radio shows of the Columbia Radio Players.

RADIO PRODUCTION AND BROADCASTING TECHNIQUE:

The effective use of the microphone, the use of sound effects, the use of turn tables, controls, timing, etc. The student is also given experience with various types of microphones and various broadcasting conditions in order to develop his skill in the proper use of the voice for microphone work. Good microphone habits are established and the student is taught studio procedure and terminology as practiced in commercial broadcasting.

RADIO PRODUCTION MANAGEMENT:

Problems of broadcasting, programming, directing, correlating programs with announcements, etc.

RADIO BUSINESS MANAGEMENT:

A practical course covering the problems of relationship between station and sponsor—sales, public relations, staff management, civic cooperation, political policy, and servicing accounts.

RADIO ADVERTISING:

Principles of advertising, planning advertising campaigns, analysis of the client's product. Coordinating the three prime factors: sponsor, consumer, type of advertising.

RECORD PROGRAMS:

Methods of building recorded programs to fit time of day, type of audience, and special occasions. Correlation of music to all types of continuity and news.

PROGRAM BUILDING:

The study of the important problems confronting radio directors and producers: how to direct; how to produce a radio show effectively; the problems of casting. A study is made of the general policies of station programming and production and the practical problems of the various types of radio programs such as serials, educational broadcasts, variety programs, etc.

RADIO WRITING:

A study in writing and editing various types of radio scripts: characterization, dialogue, plots, atmosphere, comedy relief, suspense, tragedy, horror scripts, commercial dramatizations, adaptation, contrast of visual and aural techniques, etc.

COMMERCIAL CONTINUITY:

Writing announcer's copy, styles of copy, character of copy in relation to the product advertised, the language of announcing and the obtaining of listener response. Students receive practice and exercise in the writing of spot announcements, short and long commercial announcements, construction of radio interviews, news editing and various other types of announcer programs.

CORRECTIVE SPEECH—THE USE OF THE SPEAKING VOICE:

Phonetics, voice projection, tone production, voice placement, breathing, articulation and enunciation, and emotional tone coloring; the approach in this course is a practical one and eliminates the non-essentials which are often included in this study.

INTERPRETIVE SPEECH:

The purpose of this course is to learn to speak in an interesting and living manner—shading, inflection, the way of giving speech quality so that it becomes interesting, giving speech character and personality.

DIALECTS:

A practical course training in dialects covering the various races and nationalities, regional dialects, etc.

**TELEVISION**

* The study and practice of acting and announcing for television broadcasts, covering such television conditions as lights, scenery, make-up, etc.

**STAGE COURSES**

The plan of training in stage includes both basic and professional courses to develop the students' skill in acting, directing and teaching.

STAGE ACTING:

Includes the study of stage movement such as walking, posture, entrances and exits, technique of physical encounters on the stage, stage falls, etc., use of props, and stage terminology; rehearsals of representative dramas from the great periods of the theatre combined with a study of personages and forces which were factors in the evolution of the drama; and the study of characterization, establishment of relationship of characters in a dramatic situation, motivation, and training in sense memory through dramatic improvisations. All instruction is based on practical application.

STAGE PRODUCTION:

A general course in the technique of production, dealing with stage fundamentals, scene design, stage carpentry, scene painting, stage lighting and costuming.

STAGE ACTING—ADVANCED:

A continuation on a more advanced level of the practical work in stage acting with more intensive experiences before audiences. All the individual's resources are brought to bear in mastering a characterization. In pantomime and improvisation, the emphasis is shifted from the individual to group playing involving complex intensive practice to the knowledge and skill developed in the previous training.

STAGE MAKE-UP:

Study in the standard techniques of make-up for stage purposes. Students are acquainted with the newest materials and techniques and are given practice to develop skill in make-up for varying stage conditions.

STAGE DIRECTION:

By use of original material and scenes from plays, students are given practice in the elements of play directing, such as composition of stage pictures, movement, rhythm, tempo, invention and direction of pantomime and stage business, casting and conduct of rehearsals. In addition to the work of the course, students are given an opportunity to work as assistants on the staff of professional directors who stage the productions of the Columbia Players.

CORRECTIVE SPEECH—THE USE OF THE SPEAKING VOICE:

Same course as listed in radio department.

INTERPRETIVE SPEECH:

Same course as listed in radio department.

DIALECTS:

Same course as listed in radio department.

HISTORY OF DRAMA:

A general survey course in the history of the theatre and world drama.

THEORY OF INTERPRETATION—PSYCHOLOGY:

Psychological analyses of dramatic situations and characters; those aspects of psychology which are the most useful in the field of drama.

ACADEMIC COURSES

Academic courses are offered in the following fields. For more detailed information write to the Registrar.

SURVEY OF PHYSICAL SCIENCES

SURVEY OF BIOLOGICAL SCIENCES

PSYCHOLOGY

PSYCHOLOGY:

An introduction to the basic problems of human behavior; the nature of motivation; emotion, human conflict, and personality.

ABNORMAL PSYCHOLOGY

SOCIAL PSYCHOLOGY

DEVELOPMENT OF PERSONALITY

ENGLISH

ENGLISH COMPOSITION

SURVEY OF CONTEMPORARY AND CLASSIC LITERATURE

GREAT BOOKS

THE IMPROVEMENT OF ENGLISH

CURRENT READING

INTRODUCTION TO THE STUDY OF THE NOVEL

INTRODUCTION TO THE STUDY OF POETRY

DRAMATIC LITERATURE

SOCIAL SCIENCE — HISTORY — ANTHROPOLOGY

WORLD GEOGRAPHY:

A study of geographical distribution of peoples, cultures, and economic resources. The relation of geography to current world political, social, and economic problems.

INTRODUCTORY SOCIOLOGY

INTERNATIONAL RELATIONS

CONTEMPORARY SOCIAL PROBLEMS

SOCIAL ECONOMICS

INTRODUCTION TO PHILOSOPHY

HISTORY OF CIVILIZATION

MODERN EUROPEAN HISTORY

UNITED STATES HISTORY

UNITED STATES GOVERNMENT

AMERICAN POLITICAL AND SOCIAL HISTORY

INTRODUCTION TO THE STUDY OF CULTURE

AMERICAN MINORITY GROUPS

CULTURES OF THE WORLD

HISTORY OF LATIN AMERICA

HISTORY OF ASIATIC CIVILIZATION

EDUCATION

AMERICAN EDUCATIONAL SYSTEM

HISTORY OF EDUCATION

PHILOSOPHY OF EDUCATION

EDUCATIONAL PSYCHOLOGY

CURRENT PROBLEMS IN EDUCATION

ART

ART APPRECIATION

MUSIC APPRECIATION

PUBLIC SPEAKING COURSES

SPEECH AND PERSONALITY:

The course deals with the technique of influencing the behavior and changing the attitudes of people through the proper use of speech.

An analysis is made of human nature and personality in terms of types, and in terms of the influences that promote its growth. Emphasis is placed on self-analysis as well as on individual and group analysis.

Practice is given in preparing and presenting persuasive talks in the personal, business and social world.

VOCABULARY:

The course deals with the development of fluency and clarity in expression through the enlargement of the vocabulary. Considered are interesting ways to acquire new words, correct pronunciation of words and the selection of words to express ideas precisely and meaningfully.

STAFF OF INSTRUCTORS

JAMES ARMSTRONG	Radio, Drama
FLORENCE BAKER, M.A.....	Creative Drama, Art
MERLIN BOWEN, M.A.....	Dramatic Literature
RAYMOND COOK, M.A.....	Education
HORACE DAVIS, Ph.D.....	Social Sciences
JOHN DEBOER, Ph.D.....	Literature
EVELYN DUVAL, M.S.....	Education
ELIZABETH ENGLE, M.A.....	Speech
BARNETT FRANKS, B.A.....	Radio, Speech, Drama
DENTON GEYER, Ph.D.....	Social Sciences
CHAUNCY GRIFFITH, M.M.....	Radio Music
GEORGE GUERNSEY, M.S.....	History
HERMAN H. HEGNER, Ph.B.....	Stage Construction
DANIEL D. HOWARD, M.A.....	Radio Psychology
CLARA C. LYDEN, M.A.....	Creative Expression
EGGERT MEYER, M.A.....	Science
FRED MORROW, B.A.....	Stage
FRANCES MULLEN, Ph.D.....	Psychology
ALINE NEFF, M.Sp.....	Radio, Drama
JOHN REIDY	Radio, Drama
PAUL SCHROEDER, M.D.....	Psychology
ELIZABETH WATERMAN, Ph.D.....	Creative Dramatics

TUITION AND FEES

The cost of training is determined by the number of hours of work that the student takes. For each two college-hour class the cost is \$33.66 for the semester (18 weeks). This includes cost of materials, scripts, etc. While eight classes per week is the semester load, students may register for as few as two classes.

INSTALLMENT PAYMENT OF FEES

Where necessary, plans for payments of fees in installments may be arranged with the Registrar.

CREDITS AND ADVANCED STANDING

The unit of credit used by the college is the semester hour which is equal to eighteen class hours of instruction. Students desiring advanced standing for work completed in other recognized institutions should send a detailed record of such work to the registrar for evaluation.

THESE REQUIREMENTS APPLY ONLY TO THE ACADEMIC COURSES AND NOT TO THE SPEED-UP PROFESSIONAL COURSES.

LOCATION OF COLLEGE

The College is located in the Fine Arts Building in the down town district, faces Lake Michigan and is in the vicinity of museums, the Art Institute, libraries, radio stations, theatres and sports and recreational facilities.

C O L U M B I A C O L L E G E

F I N E A R T S B U I L D I N G
410 SOUTH MICHIGAN BOULEVARD
C H I C A G O 5 , I L L I N O I S

T E L E P H O N E W A B A S H 6 7 6 2