

## BUSINESS DEPARTMENT

MRS. MARY CAMPBELL  
Radford College, B.S.; Shorthand I, Typing I; Sponsor of Junior Class, F.B.L.A., Business Advisor of Maple Leaves.

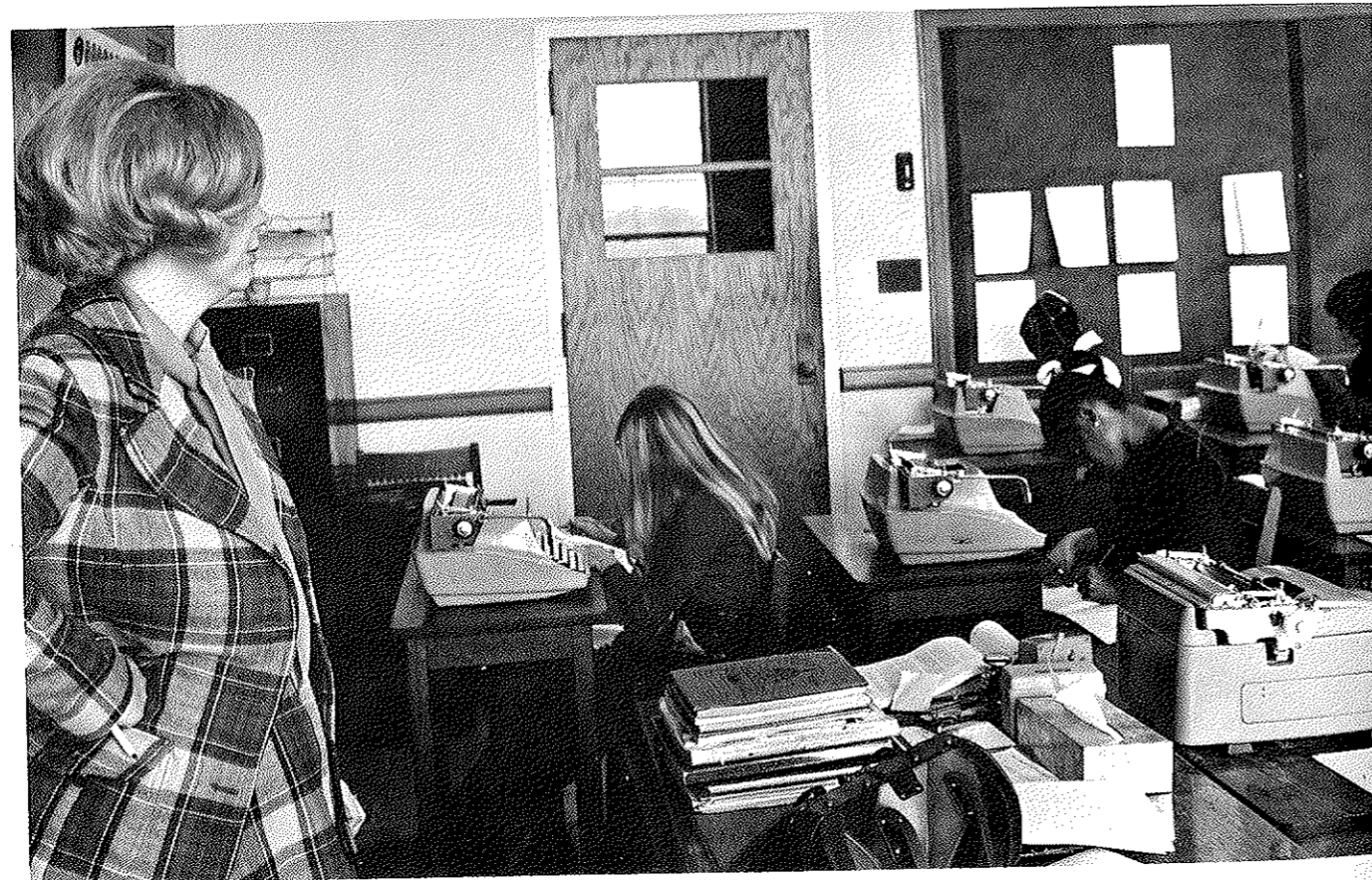
MR. DANIEL CARPER  
V.P.I. & S.U., B.S.; Bookkeeping, General Business; Sponsor of Senior Class, F.B.L.A.

MRS. DIANE GOFF  
Mary Washington College, Radford College, B.S.; Typing I, II, Office Practice; Sponsor of Senior Class, F.B.L.A.

MRS. BRENDA HYLTON  
Radford College, B.S.; Shorthand I, II, Office Machines; Advisor of Junior Class.



Mrs. Brenda Hylton checks Robin O'Dell's shorthand.



Mrs. Mary Lee Campbell pauses while typing students proofread their work.

## Mrs. Goff Chosen November "Teacher of the Month" at D.H.S.

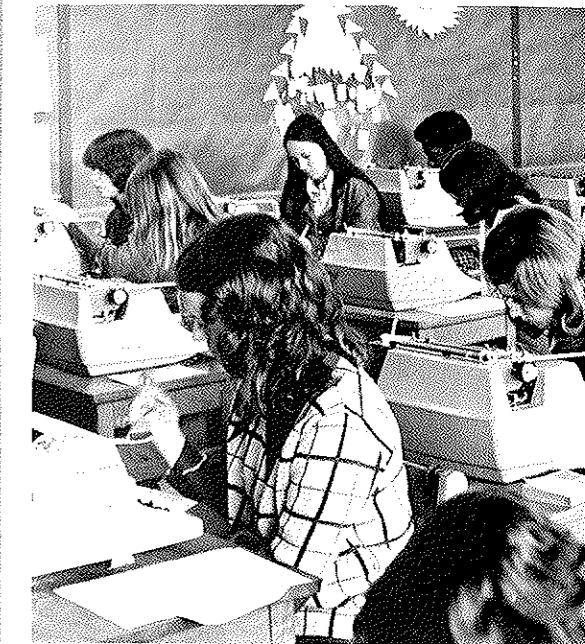
This year there was a shining new face in the Business Department at Dublin High School. Mrs. Diane Goff taught office practice, Typing I and Typing II. During the month of November, Mrs. Goff was selected by the Future Business Leaders of America as "Teacher of the Month." Mrs. Goff commented on Dublin High School: "I enjoy teaching here very much. The students are so friendly and nice. It makes me sad though, that this is my only year to teach here at Dublin since I will be going to the new county school. I hope the students will be as friendly there as they are here at Dublin."

Preparing for the new school was a major activity in the Business Department this year. The students who were enrolled in Steno Blocks took time out from filing, typing, and shorthand to listen to guest speaker, Mrs. Billie Farmer, who is the head of the Vocational and Distributive Education Departments at Pulaski High School. Mrs.

Farmer explained all the new courses in Business which will be offered at the new County High School. Steno I and II, Data Processing and Distributive Education, are planned for the P.C.H.S. students as are Typing I and II and Clerical typing.

Bookkeeping and General Business classes really expanded through this last year at Dublin. Mr. Daniel Carper was in charge of these two classes this year. Using work sheets, general journals, and workbooks were just a few of the tools he employed. Mr. Carper prepared those students who hoped to become accountants in the future.

Mrs. Mary Lee Campbell and Mrs. Brenda Hylton taught typing. They frequently stressed the importance of typing in business and personal life. Typing students attempted to become proficient enough to participate in the speed-typing contest at Radford College.



Typing students tabulate their errors.

Mr. Danny Carper, Mrs. Diane Goff, Mrs. Marylee Campbell, and Mrs. Brenda Hylton pose in the typing room.



