

the meeting at their home in turn. This arrangement is all right for a small class, but arrangement would have to be made for a suitable room or several classes arranged for at the larger offices. Another difficulty is the line of study to take up as every clerk wants to study some particular thing, and diversity of opinion is a serious problem. Again the question of a leader or teacher to the class is a matter for some thought, and I believe that the success of the class depends entirely on the leader. I might here state that this honor fell upon me, and it is at the wish of the members of the class that I am penning these lines for the pages of the "Postal Journal." We tried several methods before we were satisfied, the first one being to divide the class into two sides, each side alternately to prepare the questions and papers for discussion. This was a failure, and a committee was then appointed to do this, but did not work out satisfactorily either and it was decided to have a leader who would prepare the lesson just like a Sunday School teacher does by planning and studying each lesson in advance, and this proved by far the best method. With reference to the leader I am not in favor of the P.M. or the Asst. P.M. being chosen, as the position of authority does not tend to bring out discussion once they have given their opinion on any point. I think it is absolutely necessary for one of the clerks to act in this position, but he must be one with a good knowledge of the Guide and one who has the confidence of the class. He must be able to give reasons for his ruling because the Guide is capable of being interpreted in many ways, and again it is very often silent on many important points.

Now, as to the method of studying, we obtained from other offices as many old

examination papers as we could and the questions on same were taken up and answered at our meetings. Then we had papers prepared by different members on various subjects, some of which were as follows: 2nd class matter; parcel post; M.O. work in general; registration work. This was done to give the inexperienced members a general idea of the work with which most of them were not familiar. Certain parts of the Guide were memorized, for instance:

1. Clause 48, page 16, 1916 Guide.
2. Clause 73, page 21, 1916 Guide—Conditions re posting of newspapers.
3. Clause 80, page 23, 1916 Guide—Definition of circular.
3. Clause 80, page 23, 1916 Guide—Registration matter defined.

These proved very useful at the examination and prevented errors. A schedule was also prepared showing the weights and dimensions of every class of mail for Inland, Foreign, U.S.A. and the United Kingdom and Mexico and proved very profitable to all who studied it as it immediately showed the various discrepancies and differences.

I could of course go on enumerating these items, but will refrain and close with a diagram showing the results of our examinations which I think will compare favourably with any of the smaller offices in the West.

Now, if any offices decide to adopt this way of studying, I would suggest that two or three experts have papers prepared to send round to these offices and after the papers are answered have them sent in and the experts could then correct them and return same, showing exactly where any errors had occurred and what subjects could be profitably studied by the particular clerk answering each paper.

Paper No. 1—Moderately hard—

| Name. | Work. | Service. | Percentage. | Attendance. |
|--------------------|------------------------|-------------|-------------|-------------|
| H. S. White..... | Chief M. O. | 6½ yrs..... | 99%..... | Regular. |
| W. R. Ward..... | Clerk | 8 yrs..... | 80%..... | None. |
| A. M. Butler..... | Gen. Del..... | 1½ yrs..... | 79%..... | Regular. |
| J. G. Huggett..... | Chief Despatcher | 7 yrs..... | 70%..... | Irregular. |

Paper No. 2—Easiest—

| Name. | Work. | Service. | Percentage. | Attendance. |
|---------------------|---------------------|-------------|-------------|-------------|
| D. H. Glayizer..... | M. O. Clerk..... | 8½ yrs..... | 100%..... | Regular. |
| E. Washbrooke..... | Parcel Wkt..... | 3 yrs..... | 92%..... | Regular. |
| F. Colpman | Paper Despatch..... | 1 yrs..... | 90%..... | Regular. |

Paper No. 3—Hardest—

| Name. | Work. | Service. | Percentage. | Attendance. |
|---------------------|----------------------|-------------|-------------|-------------|
| B. M. Garrison..... | Registration | 3 yrs..... | 80%..... | Irregular. |
| H. Kerr | Registration | 3 yrs..... | 73%..... | Regular. |
| E. Soady | City Sorting | 1½ yrs..... | 78%..... | Regular. |
| V. A. Redmond..... | Night Despatch | 3 yrs..... | 80%..... | None. |