

**REPORT OF PROCEEDINGS OF THE  
FIRST NATIONAL  
CONFERENCE ON VOCATIONAL  
REHABILITATION, MAY 15,16,17,  
1922**

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15,16,17, 1922 by Various

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**VARIOUS**

**REPORT OF PROCEEDINGS OF THE  
FIRST NATIONAL  
CONFERENCE ON VOCATIONAL  
REHABILITATION,  
MAY 15,16,17, 1922**



**REPORT OF**  
**PROCEEDINGS OF THE FIRST NATIONAL CONFERENCE ON**  
**VOCATIONAL REHABILITATION**

**OF PERSONS DISABLED IN INDUSTRY OR OTHERWISE**

**St. Louis, Mo., May 15, 16, 17, 1922**

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**ISSUED BY THE  
FEDERAL BOARD FOR VOCATIONAL EDUCATION  
WASHINGTON, D. C.**



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*Editor and Statistician.*

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DOCUMENTS  
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### CONTENTS.

	Page.	
Foreword.....	5	
List of persons in attendance at the conference.....	7	
GENERAL MEETING, MAY 15, 2 P. M.		
Address of welcome.....	12	
A national program of vocational rehabilitation.....	16	
Reciprocity among States in vocational rehabilitation work.....	20	
General discussion.....	22	
Rehabilitation of persons with type disabilities.....	25	
General discussion.....	28	
GROUP MEETING, MAY 16, 9 A. M.		
Rehabilitation in the field of agriculture.....	31	
General discussion.....	41	
GROUP MEETING, MAY 16, 10.30 A. M.		
Securing cooperation of industrial management in the employment of the disabled.....	46	
General discussion.....	59	
GENERAL MEETING, MAY 15, 2 P. M.		
Social and economic significance of vocational rehabilitation.....	62	
Responsibility of industrial management in vocational rehabilitation.....	70	
General discussion.....	74	
The worker's interest in rehabilitation.....	76	
GROUP MEETING, MAY 17, 9 A. M.		
Cooperation by other State departments in rehabilitation work.....	80	
General discussion.....	91	
GROUP MEETING, MAY 17, 10.30 A. M.		
Cooperation by private agencies in rehabilitation work.....	93	
General discussion.....	109	
GENERAL MEETING, MAY 17, 2 P. M.		
Proposed investigations to be undertaken by the Federal and State boards....	115	
General discussion.....	122	
Problems of future legislation.....	128	
General discussion.....	129	
Available bulletins of the Federal board for vocational education.....		136

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The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial data. This includes not only sales and purchases but also expenses and income.

The second part of the document provides a detailed breakdown of the accounting process. It outlines the steps from recording transactions to the preparation of financial statements. This includes the use of journals and ledgers to organize the data and the application of double-entry bookkeeping to ensure that the books balance.

The third part of the document focuses on the analysis of the financial statements. It explains how to interpret the balance sheet, income statement, and cash flow statement to gain insights into the company's financial health and performance. This section also discusses the importance of comparing the current period's results with those of previous periods and industry benchmarks.

The final part of the document offers practical advice on how to implement these accounting principles in a business setting. It suggests using accounting software to streamline the process and reduce the risk of errors. It also stresses the need for regular audits and reviews to ensure that the accounting system is working effectively and that all transactions are properly recorded.

The document concludes by reiterating the importance of accurate accounting for the success of any business. It encourages business owners to take the time to understand their financial data and to seek professional advice when needed.



## **FOREWORD.**

---

The following pages contain a report of the proceedings of the First National Conference on Vocational Rehabilitation of Persons Injured in Industry or Otherwise, held at St. Louis, May 15, 16, and 17, 1922, under the auspices of the Division of Vocational Rehabilitation of the Federal Board for Vocational Education. The conference was called by the Federal Board in response to the suggestion of many State directors and supervisors of vocational rehabilitation, for the purpose of pooling experience and discussing topics of vital concern to all, at a stage in the work where it was very much needed. A national conference was called this year in preference to the former regional conferences for the reason that it was felt that vastly more would be gained through the contact of a larger number of State directors and supervisors, as well as others in allied fields of work, than was possible at the regional conferences. It was the opinion of many who were present that this result had been fully accomplished.

J. C. WRIGHT, *Director.*

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*List of Persons in Attendance at the Conference.*

- ANDERSON, CLAUDE H., Special Agent, Vocational Rehabilitation Federal Board for Vocational Education, Washington, D. C.
- ANDERSON, MARY, Director, Women's Bureau, Department of Labor, Washington, D. C.
- BAKER, MRS. MARY SANFORD, Assistant Supervisor, Industrial Rehabilitation, State Department of Education, Jackson, Miss.
- BLACK, MILLARD A., Special Agent, Vocational Rehabilitation, Federal Board for Vocational Education, Washington, D. C.
- BOUGH, ALICE K., Federal Board for Vocational Education, Washington, D. C.
- BRACKETT, E. E., Principal, University of Nebraska Trades School, Lincoln, Nebr.
- BRILES, CHAS. W., State Director for Vocational Education, Oklahoma City, Okla.
- BUSCHEN, MAY DAVIS, St. Louis, Mo.
- BURTON, HENRY F., Assistant State Supervisor, Industrial Rehabilitation, Indianapolis, Ind.
- CANGNEY, DORIS M., Secretary, Industrial Department, Social Service Federation of Ohio, Toledo, Ohio.
- CARTER, HAZEL M., Employment Worker, St. Louis, Mo.
- CHAMBERLAIN, MARY L., Social Worker, Washington University Dispensary, St. Louis, Mo.
- CLAYTON, FRANK J., Special Agent, Vocational Rehabilitation, Federal Board for Vocational Education, Washington, D. C.
- CONNERY, JULIA M., Principal, Central Institute for Deaf, St. Louis, Mo.
- CONNOR, DAISY M., Assistant Secretary, Missouri Association for the Blind, St. Louis, Mo.
- COFF, TRACY, Special Agent, Vocational Rehabilitation, Federal Board for Vocational Education, Washington, D. C.
- CUMMINGS, H. B., Special Agent, Vocational Rehabilitation, Federal Board for Vocational Education, Washington, D. C.
- DALLAS, HERBERT A., Supervisor of Rehabilitation, Boston, Mass.
- DAVIS, LILLIAN H., Field Agent, Industrial Rehabilitation, St. Louis, Mo.
- FAULKES, W. F., State Supervisor, Industrial Rehabilitation, State Department, Madison, Wis.
- FERGUSON, SHIRLEY, Chapter Correspondent, Southwestern Division, A. R. C., St. Louis, Mo.
- FISCHER, MRS. WASHINGTON E., Federation of Women's Clubs, St. Louis, Mo.
- FULMER, C. A., State Director of Vocational Rehabilitation, Lincoln, Nebr.
- GRANT, WILLIS W., Supervisor, Industrial Rehabilitation, State Capitol, Des Moines, Iowa.
- GUILD, A. A., Superintendent, Social Service Federation, Toledo, Ohio.
- GUSTAFSON, LEWIS, Superintendent, Rankin School, St. Louis, Mo.
- HANGER, J. E., President, Hanger Artificial Limb Co., St. Louis, Mo.
- HARVEY, H. V., Assistant Supervisor of Rehabilitation, Milwaukee, Wis.
- HAWKINS, HILDRED M., Special Agent, Women's Bureau, Department of Labor, Washington, D. C.
- HENRY, LLOYD A., Agent, Civilian Rehabilitation, Helena, Mont.
- HOLT, IDA V., Student Nurse, W. U. T. L. O., St. Louis, Mo.