

# TORCH AND TREFOIL



Crowning the Ugly Man Winner

(Story on page two)

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### "BOX SCORE"

"Character is a by-product; it is produced in the great manufacture of daily activity."

-Woodrow Wilson.

### TORCH and TREFOIL

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### CONDUCTING STUDENT ELECTION



Shown in this picture is a student election in progress, conducted by Lambda Alpha Chapter at East Tennessee State College. The members in the picture are Folson Givens and Walter Beasley. This picture was received through the courtesy of Edwin Peavyhouse, Vice-President.

### ON OUR COVER

At the University of California it pays to be elected Ugly Man, judging from the enthusiasm of the four recent beauty queens who surrounded Jim Skillings, the past year's winner of Gamma Gamma Chapter's Ugly Man contest. In the picture, Jim Kaar, who was then president of the chapter, is shown placing the crown on head of the winner.

The contest broke all previous records of Gamma Gamma Chapter, bringing in a total of \$2,222.98 which was contributed to the World Student Service Fund.

The coronation ceremony was held in Eshleman court at a noon hour period. It began with rousing Cal songs played by the ASUC Straw Hat band under the direction of Jon Elkus. Ernie Krumm of Gamma Gamma Chapter was master of ceremonies. The third and second place winners were announced first. Framed scrolls were given to the living groups sponsoring them and fountain pens and Ugly Man keys were presented to those runner-ups.

A flourishing fanfare announced the appearance of the first-place winner. He was presented a framed scroll, an Ugly Man key, a fishing rod and reel, an order for a hair cut, an Ugly Man mug and dinner for two at the Claremont hotel. His sponsoring group, Fernwald hall, received the perpetual trophy, a framed scroll and an appropriately decorated cake.

The chairman of the entire event was Leon Levy. This news and picture were received through the courtesy of Ernie Krumm.

### IN MEMORIAM

### Richard E. Tyler

Alumnus, Epsilon Zeta Chapter Rensselaer Polytechnic Institute

### Kenneth E. Keeting

Alumnus, Alpha Eta Chapter University of Kansas City

### CLOTHING DRIVE FOR KOREAN RELIEF

### By Ray Bertelsen

President, Zeta Kappa Chapter Bowling Green State University

Several months ago co-chairmen were appointed for a city-wide clothing drive to be conducted by Zeta Kappa Chapter of Alpha Phi Omega. They started to work on a project which has turned out as one of the chapter's most successful activities.

The first job which Dave Freedheim and I undertook as co-chairmen was to contact certain relief organizations to see if clothes were needed, and if so, what type. The return letters emphasized the need for all kinds of clothing to be sent either to Europe or Korea for the needy.

The second job was to organize the chapter into several coordinated committees. The chairmen established three main committees to begin work immediately:

(1) The publicity committee (to cover all publicity in local newspapers, information sheets, and printed hand-outs for every house in the city of Bowling Green).

- (2) The transportation committee (to arrange for each clothing team to have a car).
- (3) The organization and mailing committee (to arrange for packing of the clothes and sending them to the relief agency).

The general co-chairmen integrated the work of those three main committees.

The next job was to obtain an engineer map of the city. Using this map as a guide the area was broken into seven rather equal territories. Seven of these maps were purchased, one for each team the chapter was sending out.

The active chapter was then divided into seven teams, each with a captain and five team members. Each team was assigned to one of the seven areas, the team captain being supplied with a map of the district. Careful plans were laid that each team should have a car to transport the clothing it picked up.

### Operation of the Drive

From the fifth to the tenth of December the seven teams distributed to every house in their particular area information sheets as follows:

### WE DON'T WANT THE SHIRT OFF YOUR BACK

We only want your old clothes for Korean Relief.

Alpha Phi Omega Service Fraternity at BGSU will pick up your old clothes on Saturday, December 12, 9 A. M. to 4 P. M.

For Any Further Information Call

ALPHA PHI OMEGA Telephone 31564

Three thousand copies of this handbill were used. The printing was done at nominal cost by a local printer.

The newspapers in Bowling Green published three articles informing

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These are views from Zeta Kappa Chapter's clothing drive. In the left picture are Bill Sibbersen and Ray Bertelsen shown in one of the collection areas. Each team of chapter members accumulated clothing in a separate area in Rec. Hall. The picture at right shows the same two brothers finishing the addressing and loading of boxes for shipment to the Korean Relief Organization, Bronx, New York.

## SO YOU'RE GOING TO GIVE A TALK

By Captain O. Frank Kattwinkel, USAF

Faculty Advisor, Gamma Omega Chapter University Heights College, NYU

Active college men and Alpha Phi Omega brothers in particular are often called upon to give talks or public addresses. The audiences may be col-legiate, Scouting, civic or fraternal groups. Regardless of whether the talk concerns Alpha Phi Omega, Scoutcraft, your experiences or your discoveries, there is just one main point you want to present, and an interest must be present or aroused in the audience to put it across. Well-delivered talks do not just happen; they take time and effort beforehand. This article was prepared as a guide to help you channel your efforts in the right direction, and for clarity has been divided into two main headings: the Preparation, and Presentation Techniques.

### PART I. PREPARATION

Let's start from the beginning. You have been asked to speak. Your first cry is, "What can I talk about, I don't know much about that?" Don't fool yourself. The reason you were asked is because you have knowledge of that subject. So wash that fear from your mind immediately. None of us are perfect extemporaneous speakers, so we all must plan ahead. You have been given the general topic, so now you should decide just what main point you want to show or prove, and keep that objective continually in mind when making your outline. A camper who wants to go to a new spot ten miles north of his camp must keep checking his compass, the North Star, or tree moss to be sure he does not wander off course. The same is true for a talk. You must constantly check to see that you are not getting too far afield from your main objective as you develop your speech. After determining your basic objective, break it down in outline form into its component parts. By arranging and reshuffling this outline, a clear step by step procedure is evolved. Actually, brother, the outline sequence will take most of your preparation time, but by establishing these guideposts, the



compilation of the text then takes very little effort.

### A. The Three Basic Elements of a Talk

Oral presentations may be broken down into three main headings: the Introduction, the Body and the Conclusion. They can be likened to a meal consisting of an appetizer, the meat course with its supporting dishes, and the dessert.

### 1. Introduction

This does just what its name implies; it introduces the subject matter to the audience. It in effect whets the appetite for the main course which is to follow. Here you, the speaker, announce the subject and explain its relation to the occasion. Attention is gained and enthusiasm is stimulated in the audience, thereby making them feel that they should know more about the subject. Techniques for arousing and maintaining this interest will be discussed under Presentation Techniques, Part II. The history or background of the topic is discussed under the Introduction also, to bring the entire audience together. The age and back-

ground of the audience will determine the amount of material to be given and the choice of words used. For example, the background information and the wording used concerning the use of the buddy system in swimming would be different for a group of Cub Scouts as compared with a group of Explorers. Many things may be taken for granted or assumed to be common knowledge by you during your address; however, you should insure that the audience agrees with you by enumerating and explaining these suppositions before delving into the body of your talk. For instance, if when talking to a group of prospective members concerning the purpose of our fraternity you come to the section which reads: ". . . of assembling college men in the fellowship of the Scout Oath and Law . . .," you may assume that they all knew the Scout Oath and Law, but it would help immeasurably to repeat them both here to refresh and rekindle their memory. One of the most difficult problems with our language of today is the element of misinterpretation. Therefore, any terms or words you use, whose meaning may be ambiguous, should be defined. A good policy to follow in this respect is to be sure that what you say is not only easily understood, but has no possibility whatsoever of being misunderstood. The final thing to be included in the Introduction is a statement of the main issues or points you want to discuss, what you want to accomplish, and a brief outline of how you intend to do it.

### 2. The Body

This is the meat or main course of your talk. Here is where you "tell the story," giving all the necessary auxiliary material. The secondary issues are included, much the same as vegetables, salad, bread and butter accompany the main course of a meal. Each idea is explained, discussed, and disposed of in logical sequence, placing

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### **Books for Veterans**

Last semester, KAPPA BETA CHAP-TER at Polytechnic Institute of Brooklyn collected books for veterans at the St. Alban's Naval Hospital, numbering about 500 books. The group also donated \$60.00 to the Lighthouse, the proceeds coming from their highly successful Used Book Exchange and in December the semi-annual blood drive was conducted. Stressing the need for Gamma Globulin paid off splendidly for this was one of the most successful blood drives by Kappa Beta Chapter since this project was started on the campus in 1950. At Christmastime the chapter collected toys for children in orphanages. This news is from Robert Schwarz, Past President.

### **Green Bar Training**

One of the projects of ZETA BETA CHAPTER at Virginia Polytechnic Institute for the past Fall semester was the sponsoring of the annual Green Bar Training Course for the Blue Ridge Council, BSA. More than 300

patrol leaders and 75 adult leaders attended. The chapter members, under supervision of the Scouting chairman, taught the several classes. The Chairman of the Advisory Committee was in charge of the course, and this is an annual event. Other projects of Zeta Beta Chapter for the past semester included operating the Used Book Exchange for a week with good results, sponsoring a three-day blood bank program on the campus resulting in over 400 pints being donated, helping sponsor the homecoming float parade and assisting at the registration booth for visitors and alumni. Several members have also been assisting with local Scout units and the chapter helps regularly in Courts of Honor.

Projects for Spring, in addition to repeating some of those mentioned above, include a campus aid drive for all campus charities, sponsoring the annual Camporee for Scouts of the New River District and putting on an Ugly Man show. This news is from Professor M. Buford Blair, Chairman of the Advisory Committee.

### **Magazine Drive**

KAPPA OMICRON CHAPTER at the *University of Massachusetts* has conducted its annual magazine drive for the benefit of the Northampton State Hospital. It was quite successful, as in the past, with a large number of magazines being collected. These are greatly appreciated by the hospital officials since there are not many organizations in the area which contribute material of this kind. This is reported by Donald Hanson, Corresponding Secretary.

### **Swimming Class**

On the Spring schedule of Delta Gamma Chapter at *Ohio University*, a swimming class is included once each week to give instruction to Scouts in the area. Other projects for this Spring include another blood drive, an Ugly Man contest, and guided tours of the campus for visiting groups. This is reported by Robert Cohen, Corresponding Secretary.

### CHRISTMAS PARTY FOR ORTHOPEDIC CHILDREN





Here are two views from the Christmas party conducted by Beta Theta Chapter at the University of Wisconsin for orthopedic children of Madison, Wisconsin. A good time was had by the children and the chapter members alike. This has been an annual project of the chapter for four years. These pictures were received through the courtesy of Paul Moors, President.

### CAMPUS EDITORIAL

### SAVE ON BOOKS

Another semester of hard work on "the hill" is reaching a close—a semester in which the old students have experienced just another period of spending much sweat and money; for new students, experience so they'll know what to expect from now on.

Looking to the near future when we'll be facing another financially expensive registration week, we foresee digging deep into the student pocket for payment of fees and books.

To those about to face this experience once again, this article is directed. Reason: to inform them of a way to save money.

We are fortunate to have a chapter of Alpha Phi Omega, National Service Fraternity, here on campus. The student members of this organization are here to serve Florida State University and the students of the university as proposed by that body's Constitution.

Now operating a book store on our campus, the Student Book Exchange, which is here to buy and sell the students' books, APO works on a nonprofit basis. In other words, the only beneficiaries are the students, who may buy books for the same price which the Exchange bought them, as well as sell old ones for the same prices as would be received elsewhere.

The Student Book Exchange is located in the basement of the Long-mire building. Alpha Phi Omega would like to have every student go down and find out just how much easier it is to sell and purchase used books than ever before. Incidentally, in times like these, it's not a bad idea to pinch the pennies and still come out with usable books.

This editorial is reprinted from "The Florida Flambeau" of January 12, 1954, and is a fine tribute to the activities of Iota Rho Chapter of Alpha Phi Omega at Florida State University

### **Scout Visitation Day**

Again this year, ALPHA PSI CHAPTER did an excellent job on its Scout Visitation Day at Lehigh University on November 14. Over 600 Scouts and Scouters were guests of the chapter from this annual visit. The schedule of highlights included a tour of the campus with lectures and demonstrations by members of the faculty, dinner on the campus and seeing the Lehigh-Carnegie Tech football game. Encouraging comments were given by both faculty and guests. The committee for this project was headed by Andy Johnson.

The annual Fall camping trip of Alpha Psi Chapter to the Easton Council's camp in the Delaware Water Gap was a big hit with the hardy brothers braving the wilderness. The weather was perfect and the food delicious. On Saturday afternoon a football game was played, on Saturday evening the fellows went to a square dance at Stroudsburg and on Sunday the members climbed the Jersey Face of the Gap, a really rugged jaunt. The hero of the climb was Professor Muhlhausen, who "hung by his big toe six hundred feet above nothing" in order to get a picture of the entire group. This news was reported in the newsletter of Alpha Psi Chapter.

### BIVOUAC FOR EXPLORER SCOUTS





Each year, Alpha Rho Chapter at the University of Texas holds a bivouac for Explorer Scouts. The past year's encampment was under the chairmanship of Marco Coltharp and was one of the best ever held. The first night out, the Explorers had to find flags scattered throughout the mountains by using contour maps only. It was quite a job, but with the help of a bright moon the boys managed to bring in the flags. The APO members enjoyed the fishing, swimming and canoeing a much as the Scouts (but the Scouts caught the most fish). Above are two pictures taken during this event. At the left Explorers are shown trying their skill at archery and at right are three APO members who drew KP duty. The pictures are by Marshall Roch. This news was furnished by Donald Burson, Past Historian.

### GREAT POTENTIAL, TOO

By Allan A. Swenson

Vice-President, Delta Rho Chapter, Rutgers University

This year, Alpha Phi Omega men in more than 250 colleges and universities throughout the country are continuing in the traditions of Scouting through service to their fellow students, their colleges, and their communities.

Delta Rho Chapter, founded at Rutgers University in 1947, has upheld the traditions of Alpha Phi Omega and won praise for its outstanding work. Here's the story:

Every year the big project of Alpha Phi Omega on this campus concerns the Campus Community Chest drive. Since the inception of the one charity drive idea at Rutgers,  $A\Phi\Omega$  men have served as chairman. Brothers of the chapter have spent much time and effort working in the various special committees involved in the drive.

This year, as in the last two, Alpha Phi Omega sponsored the campus Ugly Man contest. Robert Byard was chairman. Fifteen candidates from fraternities and living groups posed in weird contortions for the dubious honor. The ugliest of the uglies was chosen by votes cast; pennies, nickels, dimes, and quarters, at booths set up with the hideous pictures about campus. The contest proceeds were given to the Campus Chest. The winner received an Ugly Man mug, two movie tickets, a corsage for his movie date, and two free meals at a local restaurant.

In addition to that contest, Robert Sparks was chairman of the annual Campus Carnival. Featured at the carnival were games and concessions including white rat races, paste the pledge with wet bread dough, and other novelties. Dancing, refreshments, and competition for the best booth added interest.

Another major service of  $A\Phi\Omega$  has been the blood drive. For the last two years members have arranged publicity, set up collecting equipment, and assisted the Red Cross in keeping necessary records. Blood collected goes to the Red Cross and the Armed Forces.

Directly serving the University during freshman orientation, Alpha Phi Omega has been commended by the deans on numerous occasions.

The first activity of the chapter for freshmen was in 1949 when Delta Rho Chapter made campus maps for incoming students. The maps proved ideal. Instead of individual distribution, they are now incorporated in the Freshman Handbook.

Even before students become a part of Rutgers they meet Alpha Phi Omega. Campus tours of the various colleges and the surrounding community are conducted by members. Parents and friends, high school scholarship winners, and various clubs and public organizations visiting campus are escorted by  $\Delta\Phi\Omega$  men.

During Freshman Week, the first step is campus orientation by  $A\Phi\Omega$  members. These same men assist in briefing freshmen before registration and help new students to adjust schedules and plan programs of study. Delta Rho Chapter takes pride in its

Delta Rho Chapter takes pride in its campus cleanup program. Committees are organized to keep bulletin boards neat, to remove campaign signs and posters after various elections, and police campus in general.

The Infirmary Committee is another example of behind the scenes service. Members visit the infirmary patients daily, getting books, delivering messages, and cheering the students in sick bay.

A "Share-the-ride" plan introduces students that need rides to or from campus to those that can supply the transportation. It was especially useful during Thanksgiving and Christmas vacations. Several rides to Florida and many to neighboring states were arranged.

Our service to the community is another phase of our program presently being expanded. Members are volunteering to serve as Merit Badge counselors, Assistant Scoutmasters, and advisors to Scout Troops in the New Brunswick area. One member served as waterfront director of the local council's summer camp. Another was Scoutcraft director for the camp.

During the six years at Rutgers,

Delta Rho Chapter has developed a strong brotherhood that has served its ideals well. From service to fellow students to help about campus and assistance in the community, Alpha Phi Omega is respected and admired at Rutgers. Delta Rho members hope to continue increasing its usefulness and fraternal spirit in the years to come.

### ASSISTING NEW STUDENTS



Gamma Kappa Chapter assists in registration of new students each term at Texas Christian University. Left to right, standing, are Carl B. Mangum, Taylor Buchanan and Al McCluney. Seated is Joe Dugger, a freshman polio victim whom they were helping. The photograph is by George Smith.

### **Campus Christmas Tree**

The Lafayette College quadrangle was given a bright spot of color when ALPHA CHAPTER turned on the lights of its Christmas tree for the first time this past Christmas. An annual project of the chapter, this was started in 1934. The placing and decoration of the tree this year was under the direction of Mark Weisburger, chairman of the project. The decorations and lights were furnished by the college while the work was contributed by the  $A\Phi\Omega$  members. Trees for the project have been supplied for the past three years by Fischer's Nursery in Easton, Pennsylvania. This was reported in a newspaper clipping sent by Lawrence S. Balka, Past President.

### **Tree Tagging**

This year, ETA IOTA CHAPTER has undertaken the big job of identifying and tagging the many different trees on the campus of Millersville State Teachers College under the able leadership of Richard Heckler. A detailed map of the entire campus was made showing every tree. Working from this map, members and pledges have been going around identifying and tagging each tree with its common and scientific names. The tagging is done with a machine provided from funds supplied by the Student Council. The tags are made of aluminum and should last for many years.

Another recent project of the chapter was a ride service plan for the Thanksgiving and Christmas vacations, bringing together drivers and passengers to various points. Students and faculty cooperated splendidly and this project was a big success.

The chapter is preparing a new bulletin board to be placed in front of the new dining hall on the campus. The center of the campus has changed considerably due to the use of new buildings and so this new bulletin board in the new location will again make it possible for organizations to keep a closer contact with the entire student body.

Under careful planning of the community projects committee of the chapter, the Lancaster Council, BSA, had their annual Cubbers Pow Wow on the Millersville campus on Saturday, November 21, 1953. Another recent Scouting service was a swim provided in the college pool for a local Cub Pack. The boys enjoyed an evening of fun in the pool. This news was reported in the January, 1954, issue of "The Eta Iotian," newsletter of the chapter.

### **Organizations Assist**

An important feature of the second annual Christmas party conducted by ALPHA ALPHA CHAPTER at the Huling Home in Rantoul, Illinois, was that the twenty-three individual stockings for the children were filled by contributions from some twenty-eight campus housing groups of the University of Illinois. The chapter greatly appreciated this cooperation from the other organizations and also reports that valuable assistance was given by the Advisory Committee in making this project a big success. Earlier in December, the chapter assisted the council's Christmas tree project by cutting pine trees at Camp Drake and delivering them to some fifty-four houses on campus. This was another first-time project and was directed by Dick Hull under planning by faculty and Scouting advisors.

Campus tours this past semester have been handled under the chairmanship of Karl Faitz. Five major tours were handled including the University of Illinois alumni classes of 1923 and 1928, and a group of German students and two other groups. This Spring semester promises to be an even busier time for Alpha Alpha Chapter according to the list of activities planned. This report is from the chapter newsletter published in January.

### **Extension Committee**

ALPHA RHO CHAPTER at the University of Texas has appointed a special Extension Committee to work toward establishment of new chapters of Alpha Phi Omega in several colleges and universities in Texas which have not yet had chapters of our fraternity. The Chairman is David Forbes. This committee has already started its contacts with other schools and is furnishing materials to students and faculty men on those campuses to help give them a full understanding of the purposes and policies of Alpha Phi Omega. This is a fine service to our National Fraternity and is also a splendid service to the other colleges, helping give them the opportunity to obtain the benefits which Alpha Phi Omega can render to their respective campuses.

### Santa Claus

ALPHA CHI CHAPTER provided a Santa Claus for underprivileged children at a Christmas party held in the Burton House lounge at *Massachusetts Institute of Technology*. It was a fine afternoon of fun for a group of wonderful kids. This was reported in the chapter newsletter.

### **SNOW SCULPTURING CONTEST**





Annually Alpha Lambda Chapter conducts a snow sculpturing contest at North Dakota Agricultural College. Above are two scenes from last year's contest sent in by Jack Noack, Past Secretary. The work is judged and prizes are awarded to the winning organizations.

### CLOTHING DRIVE FOR KOREAN RELIEF

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people about the drive and asking them to leave clothing on their front porches for the chapter to pick up.

Saturday morning, December 12th, at 9:00 A. M., the seven teams assembled in our chapter room in the Student Union. The teams were quickly briefed on plans for the day and told that the team that brought in the most clothes was to receive a prize from the co-chairmen. And off they went.

The chairmen had obtained use of a large room (called the Rec. Hall), easily accessible by car where all the clothes were to be brought. Throughout the day the various teams reported in with unbelievable amounts of clothes. Each team had a specific area in the Rec. Hall to pile their clothes so all teams would be judged fairly.

The co-chairmen meanwhile drove into each area to check on the progress of the teams; visited houses where the people had called asking Alpha Phi Omega to pick up their clothes at a special time; bought the prizes for the winning team; and helped keep the teams rolling along.

A church gave almost one hundred pounds of clothing which they couldn't ship because of the cost.

At 4:30 P.M. all the teams reported in. Each had done extremely well and the chairmen had a difficult time selecting a winner. Some 35 to 40 boxes of clothing had been collected.

At 5:00 the chapter was treated to a spaghetti dinner prepared by the girls service organization on our campus. Alpha Phi Omega bought the food, and the girls cooked and served it. At this dinner there was a complete feeling of satisfaction about a job well done.

After the dinner, as chapter president I presented the prizes. These consisted of small trophies and big cigars to the winning team and small cigars to all other brothers.

The clothing was then packed ready for shipment. It was sent to the Korean Relief Organization, Bronx, New York. By cooperation of a trucking agency in Bowling Green the clothes were hauled to New York without charge. The firm had a truck belonging to the North American Van

Lines that had some extra space on it and gladly took the clothes for us. This was a valuable contribution.

The drive was very successful. Everyone in the chapter worked on it and it brought forth a fine spirit and closeness in the group.

It's a fine project. Try it!

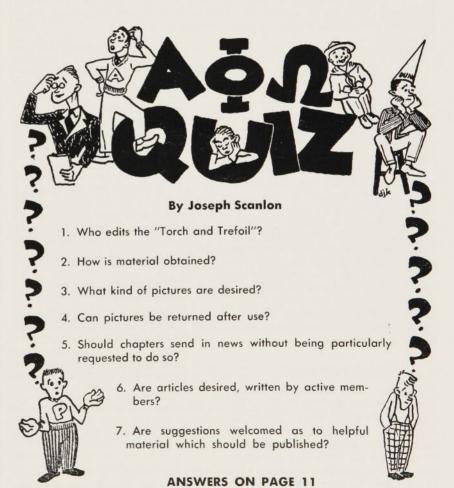
### **Basketball Visit**

Several members of LAMBDA ZETA CHAPTER, just installed at Ripon College, went to Oshkosh to attend the recent Ripon-Oshkosh basketball game. After the game they attended a gathering put on by Epsilon Upsilon Chapter. Much delicious food was eaten. A fine time was enjoyed by all and the bond of friendship between the two chapters was further strengthened. This was reported in the "Lam-Zet," chapter newsletter.

### POSTER



This is a replica of one of the posters used in the past year's Ugly Man Contest at the University of Florida, conducted by Tau Chapter.



### CAMP STAFF POSITIONS IN SUMMER BOY SCOUT CAMPS

Many local councils of the Boy Scouts of America are seeking applicants for staff positions in their summer camps. The jobs available at this time should be filled by the end of May. If you are interested, consult your local Boy Scout office in your home town or college town. Applications may also be secured from the National Council, Boy Scouts of America, 2 Park Avenue, New York 16, N. Y.

Several hundred college men and teachers will have the opportunity to serve on the staffs of summer camps throughout the United States.

Experience in camping as a Scout or Scout Leader is preferred; however, special training in administration, accounting, aquatics, and medical work, or some program specialization may qualify a man without camping background for a specialized position.

Period of employment in Scout camps varies between four and nine weeks, including a pre-camp training period.

There are also a limited number of highly desirable positions open for college men of strong Scouting background at Philmont Scout Ranch, Cimarron, New Mexico, and at Schiff Scout Reservation, Mendham, New Jersey. These jobs would be of particular interest to men who are planning to pursue a professional career in Scouting.

If you are interested in applying for a summer camp job, ask your council office for an application, or write to Division of Personnel, Boy Scouts of America, 2 Park Avenue, New York 16, N. Y.

### **Handle Mascot**

Shasta, the *University of Houston's* mascot, was taken to every home football game and some of the out-oftown games by the Cougar Guard composed of Delta Omega Chapter members.

Other projects of the chapter in the Fall term included running voting booths for the election of class officers, handling ticket sales for the homecoming dance, building and taking charge of the homecoming bonfire, helping sell tickets for the annual Varsity Varieties, handling voting booths for the homecoming queen election, and providing Thanksgiving dinner for the St. Anthony's Home for the Aged which was previously reported. This news is from Ralph Byrnes, Secretary.

### **Book Exchange**

EPSILON MU CHAPTER'S second semester book exchange at the *University of Maryland* was a big success, ringing up over \$4,000 in sales. A machine was loaned to the chapter by the National Cash Register Company for this use. This is reported by Jim Kenkel, Vice-President.

### SO YOU'RE GOING TO GIVE A TALK

(Continued from page four)

more stress and emphasis on the more important points. Here is where the time that you spent arranging the outline pays off, for now you have sign-posts to guide you in your discussion. In order to anticipate any questions that may arise in the minds of your audience, it is a good practice to analyze every point discussed from the viewpoint of whether it answers the following questions concerning its existence:

- a. WHAT is it?
- b. WHY it is used?
- c. WHEN is it used or seen?
- d. WHERE is it applicable?
- e. HOW does (or did) it come into being?
- f. FOR WHOM is it useful?
- g. HOW MANY of them are

Of course, all of those will not be appropriate for every topic, but they serve as a good basic check-list to follow.

### 3. The Conclusion

This is the dessert course of our

dinner. It is a summing up or review of what has been said. The satisfied diner usually pushes himself back from the table a bit and, surveying the remains, says: "Boy, that turkey was good," and he may pick out a few other items that were especially tasty on which to comment. This is exactly what you, the speaker, must do for your audience. You survey the ideas presented, stressing those of importance commensurate with their value to the main topic.

Your main points now have appeared three times: once in the Introduction, once in the Body, and finally here in the Conclusion. This repetition serves to impress the most important aspects of your talk upon the minds of your audience. Many speakers link their main points with some wellknown proverbs or axioms. For example, in a talk concerning citizenship training through Scouting, the main point was that Scouting helps, through the church, the home, and the school, to make good citizens. The proverbs chosen were: for the Church, the Golden Rule ("Do unto others as you would have them do unto you"); for the Home, "it takes teamwork to win a game"; and for the School, "as the twig is bent, so groweth the tree."

### B. Put It in Writing

Now that you have the general outline of your talk, write it down. This may seem like a gigantic task, but it pays off. By writing the talk and following the outline made, one begins to collect his thoughts and rearrange some parts to get a clearer picture. This procedure also shows where too much stress is being placed, so that adjustments can be made accordingly. This, in effect, reviews the talk. The next step is to write all the key points, topics, phrases, etc., on small cards (e.g., 3" x 5" index cards) to be used when delivering your talk. Use as many cards as you need and write large enough. Remember, you will have to refer to your notations when you are on the platform. It is also helpful to number the cards to keep them in order. Do not read your talk though when presenting it to your audience, for read speeches take more oratorical ability to gain recognition than most of us possess.

Now you are ready to time yourself. Using the cards, actually rehearse your speech. Invariably you will find that you have taken much more time than you have been allotted or wish to take. A word of caution seems appropriate here:—"There are very few long talks that are good, but almost all short talks are excellent." If your speech runs over the allotted time, you must begin the "boiling down" process by cutting off, trimming, and tailoring it down to size. Then practice, practice, practice. Talk to your family, to your dog, to the pictures on the wall, or to yourself in the mirror. (The last one, by the way, is one of the best ways of eliminating undesirable mannerisms, but more of that later). When you think you have it down pat, look through the window or turn on the radio while reciting your talk, and if you are not affected by these distractions, you are ready.

#### C. Summary

Before continuing with the second section on Presentation Techniques, it seems advisable to summarize what we have discussed thus far:

1. You have knowledge of the subject. You would not have been asked to speak if that were not so.

2. Determine exactly what you want to prove or accomplish, and do not get sidetracked.

Consider the age and background of your audience when choosing words, examples, amount of history, and background to be given.

4. A talk, like a meal, can be broken down into three parts: the Introduction (appetizer), the Body (main course), and the Conclusion (dessert and review).

5. The Introduction stimulates a desire to learn more about the subject.

6. The Body answers the following questions, if applicable: the WHAT, WHY, WHEN, WHERE, HOW, FOR WHOM, and HOW MANY.

7. The Conclusion summarizes the main points presented.

8. The main objectives are given three times, in the Introduction, in the Body, and in the Conclusion.

9. Most good talks are short talks.

10. Do not read your talk. Use small cards for key words, ideas, etc.

11. Practice your talk orally before a full-length mirror.

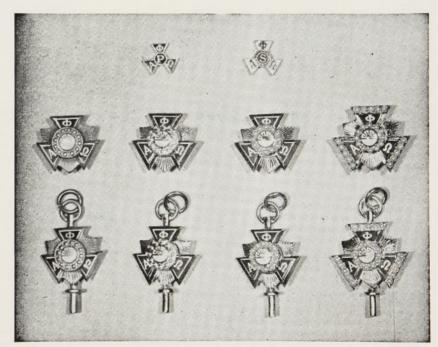
12. Practice, practice, practice, for practice makes perfect.

(Editor's Note: Part Two of Captain Kattwinkel's article, describing presentation techniques, will appear in the March issue of TORCH AND TREFOIL.)

# Answers to APO Quiz for February

- The "Torch and Trefoil" is edited in the National Office of Alpha Phi Omega.
- News items are frequently secured from letters sent by chapter officers telling about service projects. Feature articles are sometimes secured by special request and others are sent in unsolicited. Pictures published are those selected from pictures sent in by chapters.
- 3. Pictures showing members and pledges in action on service work are particularly desired for use in this magazine—not just pictures of groups lined up looking at the camera. The pictures published are intended to give actual illustrations of projects. They serve two purposes, giving recognition to chapters for services and offering ideas to other chapters as to opportunities for the future. Any size clear picture can be used, either glossy print or negative.
- Yes, pictures sent for use in our magazine will be returned upon request so you may include them in your chapter scrapbook.
- Yes, news about chapter projects is welcomed at any time. Don't wait to be asked to report about your activities.
- Yes, articles are welcome written by active members, particularly articles which give details about how to plan and conduct a certain project —material which would help other chapters plan a similar event.
- Yes, suggestions are welcomed as to any helpful material which any chapter feels should be published.

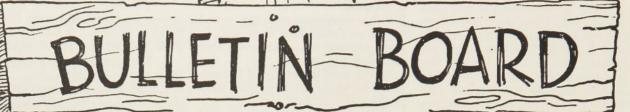
### INSIGNIA OF ALPHA PHI OMEGA



Pledge button (shown above at top left)	35
Service button (top right)	35
Standard badge, gold plated (extreme left, middle row)	2.50
Standard badge, 10K (second from left, middle row)	6.50
Standard badge, crown set pearl plain arms (third from left, middle row)	13.25
Standard badge, crown set pearl center and arms (extreme right, middle row)	24.50
Standard key, gold plated (extreme left, bottom row)	3.25
Standard key, 10K (second from left, bottom row)	8.50
Standard key, crown set pearl center plain arms (third from left, bottom row)	15.00
Standard key, crown set pearl center and arms (extreme right, bottom row)	26.00

(To all prices add 20 per cent federal tax, and state sales tax.)

Official order blanks are available from your Chapter Treasurer or from the National Office.



### **PROJECTS**

A week end at the Scout Camp to help get the facilities ready for the summer season would be of great value to your local council. This can be an interesting outing for the members as well as rendering service.

Commencement service has long been a project in many  $\Lambda\Phi\Omega$  chapters, aiding with ushering and other details.

Blood doning is another important project. Contact your local Red Cross about having the mobile unit come to your campus.

A survey of fire hazards on the campus can be a real service to the entire campus.

### INSIGNIA

Alpha Phi Omega pins and keys as pictured on page eleven of this issue are still available at pre-war prices, and our jeweler has continued to maintain our high standard of quality.

Orders should be placed early for delivery before the close of the Spring term. Each order should be made out on an official order blank.

To help insure prompt delivery of insignia, be sure each member for whom an order is sent is a registered member of your chapter. Each order is checked before shipment to make sure the recipient is in good standing.

### **NEW CHAPTERS**

Lambda Zeta Chapter is the newest chapter of Alpha Phi Omega, recently installed at Ripon College, Ripon, Wisconsin.

The petitioning group at Hunter College, New York, N. Y., has been approved and arrangements are now being made for the installation.

A new petition has arrived from Columbia University, New York, N. Y., and is being reviewed by our National Extension Chairman before being submitted to the chapters for voting.

In several other colleges, groups are working toward new chapters.

### WORLD ALMANAC

In the 1954 Edition of the World Almanac, Alpha Phi Omega is listed on page 474.

The almanac contains an extensive section on colleges and organizations. It includes a complete list of senior colleges, teachers colleges, and junior colleges, showing enrollment figures and names of governing officials.

It also includes a roster of fraternities and sororities, professional organizations, honor societies and recognition societies.

Alpha Phi Omega is the only organization designated in the Service classification.