1941

Printing and Book Production: Prospectus, 1941-42

City of Dublin Technical schools

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City of Dublin
Vocational Education Committee

City of Dublin Technical Schools

Session 1941-42

BOLTON STREET
PROSPECTUS OF COURSES
PRINTING AND BOOK PRODUCTION
CALENDAR—SESSION 1941–42.

1941—SEPT. 1, MONDAY Whole-time Day Schools open for enrolment, and Day Apprentice School resumes work.

SEPT. 8, MONDAY Part-time Day Classes open for enrolment and Whole-time Day Schools commence work.

SEPT. 15, MONDAY Evening classes open for enrolment and Part-time Day classes commence work.

SEPT. 22, MONDAY Evening classes commence work.

NOV. 1, SATURDAY All Saints Day. Whole-time Day Schools excepting Day Apprentice School and Special classes closed.

DEC. 8, MONDAY Feast of Immaculate Conception. Whole-time Day Schools excepting Day Apprentice School and Special classes closed.

DEC. 13, SATURDAY Teaching work in Whole-time Day Schools ceases—excepting Day Apprentice School and Special classes.

DEC. 15, MONDAY Term Examinations in Whole-time Day Schools commence.

DEC. 20, SATURDAY Last meeting of classes before Christmas Vacation.

1942—JAN. 5, MONDAY All classes resume work after Christmas Vacation.

JAN. 6, TUESDAY Feast of the Epiphany. Whole-time Day Schools excepting Day Apprentice School and Special classes closed.

MAR. 17, TUESDAY St. Patrick’s Day. Schools closed.

MAR. 31, TUESDAY Last meeting of Day and Evening classes before Easter Vacation.

APR. 8, WEDNESDAY All classes resume work after Easter Vacation.

MAY 1, FRIDAY Evening classes close—excepting where otherwise arranged.

MAY 14, THURSDAY Ascension Day. Whole-time Day Schools—excepting Day Apprentice School and Special classes—closed.

MAY 25, MONDAY Whit-Monday. Schools closed.

JUNE 4, THURSDAY Feast of Corpus Christi. Whole-time Day Schools—excepting Day Apprentice School and Special classes closed.

JUNE 20, SATURDAY Teaching work ceases in Whole-time Day Schools excepting Day Apprentice School and Special classes.

JUNE 22, MONDAY Sessional Examinations commence in Whole-time Day Schools excepting Day Apprentice School and Special classes.

JUNE 27, SATURDAY Whole-time Day Schools and Part-time Day Domestic Economy classes close—excepting Day Apprentice School and Special classes.

JUNE 29, MONDAY Feast of Saints Peter and Paul.

JULY 11, SATURDAY Day Apprentice School and other classes close excepting where otherwise arranged.

Schools closed on all Bank Holidays not specified in above Calendar.
CITY OF DUBLIN
VOCATIONAL EDUCATION COMMITTEE

Offices—
The Technical Institute, Bolton Street, Dublin.
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MICHAEL O’FOGLUDHIA, 5 Cabra Road.
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Dr. LORCAN G. SHERLOCK, 18 Kildare Street.
Mr. W. J. WHELAN, 35 Lower Gardiner Street.
Mr. Ml. COLGAN, 6 Gardiner’s Row.

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Mr. R. Murphy, Messrs Hopkins and Hopkins, O’Connell Street.
Mr. W. J. Whelan, 35 Lower Gardiner Street.
Senator SEAN CAMPBELL, 35 Lower Gardiner Street.
Mr. GERALD DOYLE, 32 East Essex Street.
Mr. THOS. DARCY, 91 Ceann Fort, Mount Brown.
Mr. J. G. WILSON, 13 Sackville Place.
Mr. T. A. CRAMPTON, Hammersmith Works, Ballsbridge.

PRINTING APPRENTICE ADVISORY SUB-COMMITTEE

J. G. WILSON.
E. S. GIBSON.
J. WARRREN.
A. NOLAN.
I. W. ROBERTSON.
W. J. WHELAN.
Senator S. P. CAMPBELL.
W. J. GEOGREGAN, P.C.
T. LYNAM.
M. COLGAN.
F. HEALY.
F. McCANN.
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GENERAL NOTICES

The Day Apprentice School re-opens on Monday, 1st September, 1941.

All Evening Classes commence work in the week beginning Monday, 15th September, 1941.

As the number of entrants every year is large and the size of classes limited, early application is necessary.

Enrolment will take place on Tuesday, Wednesday and Thursday evenings, 9th, 10th, and 11th September, when teachers will be present to advise applicants regarding suitable courses of study, and to certify the eligibility of students for advanced classes.

Students of Linotype and Intertype class are especially urged to enrol early; the Senior group starts work on Tuesday 16th on an intensive course of four evenings per week. The Intermediate and Junior groups will also be formed on the enrolment nights. Once the classes are filled no further applications can be entertained.

Arrangement of Classes.—Each student must present a Class Ticket before admission to a class. This ticket will be issued immediately on payment of fee.

The opening of a class will depend on the enrolment of a sufficient number of students. A class may be discontinued at any time should the attendance fall below the number necessary to justify its continuance, and the number of evenings allotted weekly to a class may be reduced if there be a falling away in the attendance.

The name of a student who has been absent from three successive class meetings may be removed from the Register unless a note of explanation has been sent.

Students are required to come provided with a note-book and pencil or with such drawing instruments or other requisites as may be necessary for the work of the class.

Discipline.—Strict order must be observed at all times in the precincts of the School. Students must make good any damage done by them to School property.

Students' Property.—The Vocational Education Committee do not accept responsibility for loss or damage to any property—bicycles, coats, hats, books, etc., brought to the School by students.

Damage to Person.—The Committee do not accept responsibility for injury to a student resulting from the student's personal neglect or disregard of the Regulations laid down for the conduct of the operations in the workshops or laboratories.
The trade classes are reserved for those engaged in the respective trades. A Trade class may only be taken in conjunction with an approved Lecture or Drawing class. A student will not be permitted to continue in a Trade class if his attendance at the Lecture or Drawing class is unsatisfactory.

The Courses as set forth are suitable for students desirous of presenting themselves for the official Public Examinations in Typography and kindred subjects.

Where possible, separate classes for journeymen will be arranged in Trade subjects.

Arrangements will be made, as far as possible, to enable highly qualified students to carry on Drawing or Practical work of a special nature. Those who desire to take advantage of this privilege should make application to the Head of the Department.

**Fees per Session.**

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# LIST OF COURSES

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<td>Monotype Caster</td>
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<td>Press, Platen and Machine Work</td>
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## C. — PHOTOGRAPHY AND BLOCKMAKING.

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## D. — LITHOGRAPHY*

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## E. — OFFICE WORK.

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## F. — ART AND DESIGN.

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## G. — IRISH

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</tbody>
</table>

*Note.—With each of these “Practical” Classes a course in Irish must be taken by all Third and Fourth year students. Only one “Practical” Class may be attended by any one student; but a Special Course may also be chosen if desired from those lettered E to H. The lectures in F, Art and Design, will be supplemental to the Theory for Fourth and Fifth year Compositors and for Bookbinders.
TEACHING STAFF

COLM O LOCHLAINN, M.A. ..... Head Master.
W. J. FITZPATRICK. J. L. SULLIVAN.
W. R. QUINN. R. WILSON.
P. MAHER. J. ROONEY.
C. J. McCULLAGH. W. L. WHELAN.
J. F. KEARNS. P. O RIAIN.
P. MACMANUS.

EQUIPMENT

LETTERPRESS Section.—In addition to full range of modern type and up-to-date equipment for Compositors, there is installed a "Pony" Miehle Machine, Phoenix, Arab and Favourite Platen Machines, Heidelberg Automatic Platen; Dawson Payne S.W. Automatic Cylinder Machine, Demy Wharfedale, two Linotype Machines, one Intertype Machine (latest model), two Monotype Keyboards and Monotype Caster, with Lead and Rule and Display Type attachment.

LITHOGRAPHIC Section.—Royal Folio Waite Rotary offset Machine, four transfer presses and copper-plate press.

PHOTOGRAPHY and PHOTO-MECHANICAL Section.—Four 12" x 10" Cameras for line, half-tone and colour work; Levy Acid Blast Etching Machine and three-bath power-rocking apparatus; Royle Routing Machine and Power Beveller, six powerful arc lamps, special plant for copying, enlarging, and photo-micrography.

BOOKBINDING Section.—Cameo Folding Machine, Brehmer Thread Sewing Machine, and the usual appliances for Forwarding and Finishing in both Stationery and Letterpress Binding, and a Treble Striker "Shaw" Ruling Machine.
The Classes in Typography here listed are for advanced students and apprentices of third and subsequent years. For Syllabus of the Day Apprentice School for junior apprentices see page 23.
### COURSES AND TIME TABLES

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<th>Number of Course</th>
<th>Subject</th>
<th>Day</th>
<th>Hour</th>
<th>Room</th>
<th>Teacher</th>
<th>Syllabus Number</th>
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</thead>
<tbody>
<tr>
<td>205 B</td>
<td>Book and Magazine work</td>
<td>Tues.</td>
<td>7.30-9.30</td>
<td>A 1</td>
<td>P. Maher</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Book and Magazine Work</td>
<td>Fri.</td>
<td>7.30-9.30</td>
<td>A 1</td>
<td>P. Maher</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Irish</td>
<td>Wed.</td>
<td>7.30-9.30</td>
<td>B 24</td>
<td>P. O Riain</td>
<td>36</td>
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<tr>
<td></td>
<td>Design in Bookwork</td>
<td>(as arranged).</td>
<td>7.30-9.30</td>
<td>A 1</td>
<td>Colm O Lochlain</td>
<td>34</td>
</tr>
<tr>
<td>206 B</td>
<td>Advanced Display</td>
<td>Mon.</td>
<td>7.30-9.30</td>
<td>A 1</td>
<td>C. McCullagh</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Advanced Display</td>
<td>Thurs.</td>
<td>7.30-9.30</td>
<td>A 1</td>
<td>C. McCullagh</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Irish</td>
<td>Wed.</td>
<td>7.30-9.30</td>
<td>B 24</td>
<td>P. O Riain</td>
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</tr>
<tr>
<td></td>
<td>Design in Display Work</td>
<td>(as arranged)</td>
<td>7.30-9.30</td>
<td>A 1</td>
<td>Colm O Lochlain</td>
<td>34</td>
</tr>
</tbody>
</table>

### TYPOGRAPHY—CASE ROOM.

**THIRD YEAR:**

- **Book and Magazine work**: Tues., 7.30-9.30, A 1, P. Maher, 1
- **Book and Magazine Work**: Fri., 7.30-9.30, A 1, P. Maher, 2
- **Irish**: Wed., 7.30-9.30, B 24, P. O Riain, 36
- **Design in Bookwork**: (as arranged), 7.30-9.30, A 1, Colm O Lochlain, 34

**FOURTH YEAR:**

- **Advanced Display**: Mon., 7.30-9.30, A 1, C. McCullagh, 3
- **Advanced Display**: Thurs., 7.30-9.30, A 1, C. McCullagh, 4
- **Irish**: Wed., 7.30-9.30, B 24, P. O Riain, 35
- **Design in Display Work**: (as arranged), 7.30-9.30, A 1, Colm O Lochlain, 34

### TYPOGRAPHY—MECHANICAL.

In Fifth Year, Linotype or Monotype Work may be taken instead of or in addition to Case Work, Practical, provided the pupil has an attendance of 75 per cent. at the evening classes for Third and Fourth Year Course.

Early application is essential. Certificate of attendance must be produced.

**LINOTYPE AND INTERTYPE OPERATORS’ COURSE.**

**FIRST YEAR (Third Term—March to May).**

- **Intensive Course.**
  - **210 B Linotype and Intertype:**
    - **Operating—I**: Tu., Th., Fri., 7.30-9.30, A 2, J. F. Kearns, 5
    - **Lecture and Demonstration—I**: Wed., 7.30-9.30, A 2, J. F. Kearns, 8

**SECOND YEAR (Second Term—Dec. to Feb.).**

- **Intensive Course.**
  - **211 B Linotype and Intertype:**
    - **Operating—II**: Tu., Th., Fri., 7.30-9.30, A 2, J. F. Kearns, 6
    - **Lecture and Demonstration—II**: Wed., 7.30-9.30, A 2, J. F. Kearns, 8
  - **THIRD YEAR (First Term—Sept. to Dec.).**
    - **Intensive Practical Course—III**: Tu., Th., Fri., 7.30-9.30, A 2, J. F. Kearns, 7
  - **212 B Lecture and Demonstration—III**: Wed., 7.30-9.30, A 2, J. F. Kearns, 8

### MONOTYPE OPERATORS’ COURSE.

**FIRST YEAR:**

- **Monotype, Keyboard Operating—I**: Thurs., Fri., 7.30-9.30, A 2, J. Sullivan, 9
- **Monotype, Keyboard Mech.—I**: Mon., Tues., 7.30-9.30, A 2, J. Sullivan, 12
- **Irish**: Wed., 7.30-9.30, B 24, P. O Riain, 35

**SECOND YEAR:**

- **Monotype, Keyboard Operating, II**: Thurs., Fri., 7.30-9.30, A 2, J. Sullivan, 10
- **Monotype, Keyboard Mech., II**: Mon., Tues., 7.30-9.30, A 2, J. Sullivan, 12
- **Irish**: Wed., 7.30-9.30, B 24, P. O Riain, 35

**THIRD YEAR:**

- **Monotype, Keyboard Operating, III**: Thurs., Fri., 7.30-9.30, A 2, J. Sullivan, 11
- **Monotype, Keyboard Mech., III**: Mon., Tues., 7.30-9.30, A 2, J. Sullivan, 12
- **Irish**: Wed., 7.30-9.30, B 24, P. O Riain, 35

Students may add a Class in Monotype Casting.
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<td>218 B</td>
<td>Practical Operating</td>
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<td>A 2</td>
<td>P. McManus</td>
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<td>Caster Mechanism</td>
<td>Thurs., Fri.</td>
<td>7.30-9.30</td>
<td>A 2</td>
<td>P. McManus</td>
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<td>7.30-9.30</td>
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<td>P. O Rían</td>
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<td>223 B</td>
<td>Machine Work, Lecture—III</td>
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<td>7.30-9.30</td>
<td>A 3</td>
<td>W. R. Quinn</td>
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<td>Machine Work, Practical—III</td>
<td>Thurs.</td>
<td>7.30-9.30</td>
<td>A 3</td>
<td>W. R. Quinn</td>
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<td>Irish</td>
<td>Wed.</td>
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<tr>
<td>224 B</td>
<td>Machine Work, Lecture—IV</td>
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<td>Machine Work, Practical—IV</td>
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<td>W. R. Quinn</td>
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<td>A 9</td>
<td>R. Wilson</td>
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<tr>
<td></td>
<td>Letterpress Binding and Gilding</td>
<td>Mon. &amp; Fri.</td>
<td>7.30-9.30</td>
<td>A 9</td>
<td>R. Wilson</td>
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<td>General Warehouse Work: Men</td>
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<td>7.30-9.30</td>
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<td>Thur.</td>
<td>7.30-9.30</td>
<td>A 9</td>
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<td></td>
<td>Design for Bookbinders</td>
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<td></td>
<td>A 11</td>
<td>Colm O Lochlainn</td>
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<td>Pure Photography—I</td>
<td>Tues.</td>
<td>7.30-9.30</td>
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<td>Photographic Chemistry</td>
<td>Thurs.</td>
<td>7.30-9.30</td>
<td>Kevin St.</td>
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<td><strong>SECOND YEAR:</strong></td>
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<tr>
<td>228 B</td>
<td>Pure Photography—II</td>
<td>—</td>
<td>7.30-9.30</td>
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<tr>
<td><strong>PROCESS PHOTOGRAPHY AND ETCHING.</strong></td>
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<tr>
<td>230 B</td>
<td>Line and Half-tone Block Making</td>
<td>Mon.</td>
<td>7.30-9.30</td>
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<tr>
<td>231 B</td>
<td>Three-colour Process Work</td>
<td>Fri.</td>
<td>7.30-9.30</td>
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<td><strong>LITHOGRAPHY AND PHOTO-LITHO.</strong></td>
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<td>232 B</td>
<td>Litho Theory and Practice</td>
<td>Mon. &amp; Thur.</td>
<td>7.30-9.30</td>
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<tr>
<td>233 B</td>
<td>Photo Lithography</td>
<td>Mon.</td>
<td>7.30-9.30</td>
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<td><strong>SPECIAL COURSES.</strong></td>
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<tr>
<td>234 B</td>
<td>Office Work, Junior Clerks, etc.</td>
<td>Tues</td>
<td>7.30-9.30</td>
<td>A 7</td>
<td>J. Rooney</td>
<td>30</td>
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<tr>
<td></td>
<td>Costing and Estimating</td>
<td>Mon.</td>
<td>7.30-9.30</td>
<td>A 7</td>
<td>J. Rooney</td>
<td>31</td>
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<td>235 B</td>
<td>Irish</td>
<td>Wed.</td>
<td>7.30-9.30</td>
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<td>P. O Rían</td>
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SYLLABUSES

1.—BOOKWORK. III OR IV YEAR—PRACTICAL.


2.—THEORY.


3.—ADVANCED DISPLAY AND JOBING. III OR IV YEAR—PRACTICAL.

4.—THEORY.


5.—LINOTYPE AND INTERTYPE OPERATING, I.

Practical work in keyboard operation. Instruction in fingering, touch and other practical points under the direct supervision of the instructor.

6.—LINOTYPE AND INTERTYPE OPERATING, II.

Practical work of a more advanced nature, including simple table work, with special attention to style and corrections. Instruction on the mechanism during operation.

7.—LINOTYPE AND INTERTYPE OPERATING, III.

Advanced work on Syllabuses of former Years, such as twin-slug composition, tabular and advertisement work, introducing a two-line letter, headline work, etc. Instruction on the mechanism whilst in operation.

8.—LINOTYPE AND INTERTYPE MECHANISM.

Names, functions and adjustments. Driving Mechanism.—
Clutch and associated mechanism, adjustments. Care of general
machine, oiling, cleaning, etc. Automatic stops.

9.—MONOTYPE KEYBOARD OPERATING, I.
Operating the keyboard and method of correct fingering, the
general principles governing practical work.

10.—MONOTYPE KEYBOARD OPERATING, II.
More advanced practical work, including tabular work and the
calculations connected therewith.

11.—MONOTYPE KEYBOARD OPERATING, III.
Instruction in advanced and difficult composition; speed
tests, etc.

12.—MONOTYPE KEYBOARD MECHANISM.
Action of key buttons and valves, operation of punches and
recording units, driving of unit wheel and recording of units,
justifying scale and M scale pointer. Recording mechanism,
paper feed and take-up and release mechanism, automatic cut-
out, operation of bell trip and line counter, reversing valve and
switch. Mechanism for adjusting length of line, justifying and
reversing keys. Air compressor and filter. Mechanism for auto-
matically moving sticking valves, method of placing keybanks
and keybar frames in position.

13.—MONOTYPE CASTER OPERATING.
Practical operation of caster, including care necessary while
working. Explanation of running adjustments

14.—MONOTYPE CASTER MECHANISM.
Driving gear, cam levers, type carrier and adjustments, pump
action, transfer wedges and adjustments. Die centreing lever,
tong mechanism, locking racks, mould blade moving gear, type
pusher, paper tower bridge and its adjustments. Line shifting
and galley mechanism. Changing fonts, centreing, sizing and
aligning, justification. Care of matrices, system of locating de-
rangements. The mould, care and upkeep, disassembly and re-
assembly, adjustment. Compressor and air tank. Lead and rule
and display type attachment.
15.—MACHINE WORK, LECTURE, III.


16.—MACHINE WORK, PRACTICAL, III.

Practice in every class of work of a higher grade from laying-out of forme to completion of printed sheets. Use and adjustment of automatic feeders for Platen and Cylinder machines.

17.—MACHINE WORK, LECTURE, IV.

Advanced work, dealing mainly with the principles of costing, estimating, paper testing. Lectures on trades allied to letterpress printing.

18.—MACHINE WORK, PRACTICAL, IV.

The operation of two-revolution and automatic machines, make-ready of three-and four-colour work. Vignetted blocks. Colour mixing, etc.
19.—STATIONERY BINDING AND MARBLING.

Description of tools; technical terms, materials and appliances used in stationery work. Weights, sizes, and wire gauges of millboards and strawboards; joint and end papers. Styles of sewing; flush and turned-in binding. Cloths and fabrics. Account books, skeleton guard books, portfolios. Loose-leaf ledger binding; vowel and proportionate indices: tight and open back. Lettering and finishing account books. Lettering pieces, loose covers.

Marbling.—Preparation and use of marbling trough. Colours, combs, rake, brushes, etc. Various designs and patterns in general use. Edge and sheet marbling.

20.—LETTERPRESS BINDING AND GILDING.

Sewing for various styles. Rounding, backing, boarding, laeining in; forwarding and cloth case-making. Cut sizes; book cutting, book-edge gilding. Binding fancy leather work; banded work. Library binding, repair work, vamping, etc. Function and utility of the finisher's work. Character of various leathers and preparatory treatment for tooling them. Treatment of cloth, silk, etc., for tooling.

Gold leaf as a medium for book decoration, its character and use, substitutes and imitations.


21.—GENERAL WAREHOUSE AND STATIONERY WORK MEN.

Technical terms; section, endorse and simple sheet folding. Paper sizes and sub-divisions. Styles of sewing, wire stitching, numbering, hand sewing, thread stitching. Feeding ruling machines; gathering, interleaving, manifold work, perforating.
Making up account and letterpress work; standard sizes of paper; qualities and weights. Plating; imperfections in print; guard-book work, holing and eyeletting, gumming, folding impositions, guarding plates, making up duplicate and triplicate work. Other miscellaneous details of work, calendar and show card work, etc.

Setting and use of folding and sewing machines; method of obtaining the correct setting for folding to print. Mechanism of numbering, sewing, thread and wire-stitching machines, methods of adjustments. French, tape, string and sewing through mull by machine; magazine and catalogue work; Paper-slitting by hand, folioing, paging, box register, and sheet-numbering. Taping before and after sewing. Flat and saddle thread and wire stitching machines. Departmental management, elementary costing and estimating.

22.—GENERAL WAREHOUSE AND STATIONERY WORK—WOMEN.

Handling and care of paper; counting and tying up reams, holing, eyeletting and stringing. Paper sizes; section and sheet folding by hand, wirestitching, perforating. Paper terminology, water marks, sizes of cards, browns and wrappings. Gathering and collating, packing and labelling, stringing of calendars, mottoes, etc.

Keeping stock, classes of papers and equivalent weights, judging and testing. Imperfections in print and how they affect the folder. Giving paper out to the printer, ruler and binder. Percentage of overs to allow. Weights of paper suitable for book production. Position of the print for machine folding; cut sizes for bookwork. General knowledge of various warehouse machines. Magazine and catalogue work.

Construction of and setting wire-stitching machine. Impositions; setting and adjusting folding, thread-sewing, eyeletting, round-cornering, holing and perforating machines. Board cutting, board bevelling and miscellaneous practice.

23.—PURE PHOTOGRAPHY, I.

The use of cameras. Exposure and development of dry plates and films, after-treatment of negatives, intensification, reduction,

The practical work will include the application of the theory.

24.—PURE PHOTOGRAPHY, II.

Advanced and detailed instruction in subjects of Syllabus of First Year, including the theory of light as applied to photography, orthochromatic and panchromatic photography, the use of colour filters, the chemistry and process of manufacture of dry plate emulsions, platinotype printing, colour photography, autochrome, Paget, etc., the wet collodion process, scientific and technical uses of photography, photo-micrography, photography by flashlight, etc.

Practical work of an advanced nature, including retouching.

25.—PHOTOGRAPHIC CHEMISTRY.


26.—LINE AND HALF-TONE BLOCK MAKING.

Line Block Making.—Types of suitable originals. Effects of Chinese and process whites. Lamps employed for illuminating the original. The process camera, methods of making line

27.—THREE-COLOUR PROCESS WORK.

Method of reproduction in three and four printings by the direct half-tone process. Character of light of electric lamps. Half-tone screens for three-colour work, orientations of their rulings. Lenses, colour filters, construction and optical properties. Making the negatives. Metal prints and colour etching. Relation of light photographed to light reflected by inks. Relation of actual inks to light reflected by inks, fastness of inks. Screen plate processes such as Autochrome and Paget, colours used in these as primaries. Application of three-colour method to other photo-engraving processes.

28.—LITHOGRAPHY, THEORY AND PRACTICE.

construction and management; hand presses. Rollers: breaking in "nap" and "glazed," repacking, re-covering. Transfer papers, inks and crayons, patching up. Treatment of drawings on grained stones, etching and proving. Chromo-lithography: superimposing colours, registering, etc. Shading mediums, stippling film, splash work, aerography. Metal-leaf work, photo-lithography by various transfer methods; transpositions and reverse image methods.


29.—PHOTO-LITHOGRAPHY.

Line and high-light screen, negative making by wet and dry plates, direct and indirect methods, use of "irregular grain" screens. Step and repeat work. Preparation of negatives for printing down, varnishing, lining up, use of air brush, use of shading "mediums" on screen negatives. Zinc and aluminium plates, outline of manufacture, recognition of defects. Gauge of plates, reason for graining, use of different graining materials. Grain required for different classes of work. Storage of plates. Use of "passing bath." Coating and printing down. Relation between lamp distance and light distribution, effects on exposure. Duplicating on plate and securing register, different types of printing frame. Developing, additions, alterations. Use of shading mediums. Rolling up, use and action of litho etches, gum, etc., additions after rolling up. Vandyke, "offset deep" and other positive reversal processes.

30.—OFFICE WORK—JUNIOR CLERKS AND WAREHOUSEMEN.

Type.—Hand and mechanical composition; size, face and weight of type: "casting up" and "casting off," display work and proof correcting. Machining.—What the operation involves; types of machines; average output, estimating information for different classes of work. Illustrations.—Different methods of
reproducing photographs, wash-drawings, pen and ink sketches and coloured originals to print upon different grades of paper; reduction and enlargement. 

Ink.—Selection, varieties; double-tone, copyable, dryers. Gold, silver, aluminium and bronze printing. 

Colour Printing.—Principles and possibilities; how to take an order for three-colour work and put it through the departments. 

Paper.—Size, weight, numerous qualities, characteristics, defects, special uses, etc. Storekeeping and stock-taking. 

Binding.—How to order account books; trade terms; ledger papers. Ruling, marbling, letterpress binding, including leathers. 

Lithography.—Commercial offset and chromo-lithography. 

Warehouse Work.—Approximate times for operations and what they entail. Dispatch. Invoicing and checking. 

Journalising and posting.

31.—OFFICE WORK—COSTING AND ESTIMATING.

Definition of cost: fallacy of using “flat” percentage on wages, or on wages and materials combined; objects of correct costing; essentials of a proper costing system; value of adoption of uniform methods of costing by the printing industry. Main principles of Federation Costing System. Capital: its various forms and their bearing on cost; inventories of plant value and their relationship to “working” value; depreciation; importance of keeping a plant record.

Preparation of statement of expenses; necessity for and value of departmentalisation of expenses; sub-divisions of departments; allocation of expenses, method to be applied; multiple businesses; how treated, method of recovering indirect (overhead) expenses, effect of the percentage method on “direct departmental cost.” Handling charges on material and outwork; how found and applied, records of stock and of amounts charged to orders. Why time expended, and not wages paid, is used as basis of cost recovery; the meaning of the terms “chargeable” and “non-chargeable.” Hourly cost rates; how found and applied, reasons for using inclusive hourly rates, why some operations (e.g. reading) are recovered indirectly.

Explanations of standard printed forms and their place in the Federation Costing System; the importance of correct time-recording and necessity for care by cost clerks in transference of
time to costing forms. Individual cost sheet; responsibility of cost clerk for details of labour, materials, etc., and the question of economic cost. Descriptions of essential books of account; analysis of expenses, analysis of sales. Uses to which management may apply information provided by statistics on Forms 3 and 4, and the cost sheet; use of graphs. Relationship between costing and estimating; the necessity for comparison by departments as well as by total of estimated cost with actual cost. Office and factory organisation and terms in use.

32.—MODERN TYPOGRAPHY, BOOKWORK AND DISPLAY


33.—ADVERTISING AND PRINTING DESIGN.


Drawing for bookwork, illustrations in line and colour, chapter heads, initials, running heads, head and tail pieces. Brasses and zincos for cover blocking or printing. Book jackets and show cards. Cut-outs for display. Advertising; its importance in the promotion of trade. Various kinds of advertising; their application and value. Copy writing, selling points, head line, catch line, slogans.

Design and lay-out, type characteristics, paper characteristics. Suiting type to class of goods and method of printing. Complete campaigns or advertisements in series.

Lettering and Scribe Work: Alphabets; their origin; Roman, Gothic, Gaelic and Italic script. Proportion and balance in alphabet, design, weight and colour of lettering, design of hand-
lettered pages. Use of initials, outline letters and special shapes. Ornament and its relation to lettering. Lettering as the basis of typographical design.

The scribe, ancient and modern, his materials, use of quill, reed and modern steel pens. Ink and colour, harmony and contrast. Papers, vellum and other fabrics. Advertising alphabets. Handwriting in advertisements, show cards, window bills, posters, etc.

34.—DESIGN FOR BOOKBINDERS.


35.—IRISH.

Focail águs camteanna fé mar tá amnúighi e i gcóimh na céad bliainna águs, le n-a cóis sin, eolais cotéanacha ar córasb camnú, liomnacht focail, 7rl. Céapadhórneáct : Aiste do scriobadh ar aghair simplice, act thuige go speisialta leis an sagas san ábhar a baineas le cúrsaith clódhórneácta. Litir simplice, fógraí simplice, forúinteach, 7rl., u'áistríu ó hBéarla 50 Saeving. Gramadaí : Eolais crúim ar na drin-miaglaith gramadaí,
DAY APPRENTICE SCHOOL OF PRINTING

In co-operation with the Dublin Master Printers’ Association, Dublin Newspaper Managers’ Committee and the Dublin Typographical Provident Society, the Vocational Education Committee have arranged for the technical instruction of all First and Second Year Apprentices in Compositors’ Work and in Letterpress Printing to be carried out in Daytime Classes.

SYLLABUS.

The Syllabus of Instruction covers the Junior Course for Compositors and Letterpress machinemen approved by the Department of Education and reprinted in the pages here following. All Day Apprentices at the end of their second year sit for the Department of Education Junior Examination.

The classes dealing with the theory and practice of the respective crafts in addition to cultural subjects, Irish, English, Arithmetic and Drawing, occupy some twenty-five hours each week. On completion of the Day Course, Apprentices continue their instruction in the Evening Classes, in preparation for the Department of Education Senior Examination.

Educational visits to supplement the general training are made to paper mills, newspaper offices, ink factories, etc.

Since the inception of this scheme in 1934 over 180 students have completed the two-year course. The average attendance is 40, roughly three-fourths of the number being compositors.

PRIZES.

Prizes are provided annually by the contribution of the Dublin Master Printers’ Association and the Dublin Typographical Provident Society, the Young Master Printers’ Group and the Irish Bookbinders’ Union. (See General Guide.).

The William Rooney Memorial Shield is awarded each year to the student of second year status who shows greatest proficiency in his craft and the most competent knowledge of oral Irish.
COMPOSITORS' WORK

LETTERPRESS MACHINE WORK.

History and Development of the Art of Printing.—The evolution of printing machinery. Machine Room Equipment.—Machines, tools and appliances. Paper.—Manufacture, classes, qualities, sizes and sub-divisions of printings, writings, cards and boards. Equivalent weights and how ascertained, standardisation. Different properties of paper, suitability for various classes of work. Inks.—Composition and manufacture, care and treatment, mixing and reducing. Adaptation of ink to quality of paper. Printing Surfaces—Type, stereos, electros, line and halftone blocks; their uses, differences and limitations.

Work of the Machine Minder.—Care and management of the hand press, platens and Wharfedales, methods of securing clean and rapid working, preparation of machines for printing. Different classes of packing, results of overpacking and underpacking; setting rollers and duct, getting position, making ready and printing off forms in one or two colours; adjustments necessary. Calculations.—Quantities of paper required for different jobs; allowances for overs. Imposition and Plate Laying.—Four, six and eight pages.

IRISH.

Focail agus camntean a baineas le gnacht-saibh an tsaoi, act luige 50 speisialta leo-san a baineas le curaidh eolaidhe, ceapadóireacht simplice, scealain n'fhaear comhradh do ceapadh tieir do scríobh, &c. Litir simplice, phógra simplice, for-cunnchas, &c., d'heasra ó headla 50 Ísaing. Colas ar na bun-riaghlachd gnearadhaige. Colas ar léigheidheireacht prionsai.
# General Curriculum of the Schools Under the Control of
## The City of Dublin Vocational Education Committee.

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### Bolton Street Technical School.
- **Mechanical Engineering.**
- **Motor Car Engineering.**
- **Gas Fitting.**
- **Metal Plate Work.**
- **Brass Finishing.**


### Kevin Street Technical Institute.
- **Pure and Applied Mathematics.**
- **Pure and Applied Physics.**
- **Pure and Applied Chemistry.**
- **Bacteriology.**
- **Pharmacy.**
- **Electrical Engineering and Allied Trades.**


### Parnell Square Technical Institute.
- **General Commercial Subjects.**
- **Accountancy and Allied Subjects.**
- **Local Government.**
- **Domestic Science and Housecraft.**
- **Languages.**
- **Retail Distribution.**
- **Physical Training.**


Day School of Commerce. Day Technical Course (Girls).
GENERAL CURRICULUM OF THE SCHOOLS
UNDER THE CONTROL OF
THE CITY OF DUBLIN VOCATIONAL EDUCATION COMMITTEE.

PEMBROKE TECHNICAL INSTITUTE (Ringsend and Ballsbridge).
General Commercial Subjects. Mechanical Engineering.
Languages. Oxy-Acetylene and Electric Welding.
Domestic Science and Housecraft. Woodworking Trades.
Art and Art Crafts. Day School of Commerce.

Day Junior Technical School (Boys).
Day Technical Course (Girls).
Special Apprentice Training Courses.

RATHMINES TECHNICAL INSTITUTE.
General Commercial Subjects. Banking, Finance and Foreign Ex-
Accountancy, Auditing and Allied change.
Subjects. Company Secretaries.
Insurance. Government Accountancy and
Advertising and Publicity. Finance.
Physical Training. Languages.
Domestic Science and Housecraft.
Day School of Commerce.
Day Technical Course (Girls).

MARINO TECHNICAL INSTITUTE.
General Commercial Subjects. Metalwork.
Languages. Science.
Domestic Science and Housecraft. Woodwork.
Physical Training.
Day Junior Technical School (Boys and Girls).
Day School of Commerce.

CHATHAM ROW SCHOOL OF MUSIC (Day and Evening Classes.)
Pianoforte.
Violincello.
Uillean and Irish War Pipes.
Elocution.
Violin.
Singing and Choir.
Organ.

Wind Instruments (Wood and Brass).
Fifes.
Viola.
Orchestra.
Drums and Flute.
Traditional Music.
Irish Harp.

Offices—
TECHNICAL INSTITUTE,
BOLTON STREET,
DUBLIN.
L. E. O'CARROLL, B.A., B.L.,
Chief Executive Officer.