

# Programmed Instruction Used In Teaching MTM

Fieldcrest Mills is using programmed instruction as a fast, effective way to teach Methods-Time Measurement (MTM) to industrial engineers, mill supervisors and others.

The new training facilities were set up and are operated by the Fieldcrest Standards Department primarily for the continuing training of the members of the department.

Programmed instruction is a combination of advanced teaching techniques using "teaching machines" and other aids. Those who have taken the course here agree that programmed instruction is an improvement over traditional lecture methods of training. They point out that they learned more, learned better, and learned faster.

MTM is a widely used system for improving methods and measuring work, using predetermined time standards for all motions involved in physical work. The new course at Fieldcrest replaces conventional training in MTM given here for the past several years.

## Fieldcrest First To Use

Fieldcrest obtained the new teaching equipment and program materials from the developers, the Maynard Research Council, of Pittsburgh, Pa., a management consulting firm headed by Dr. H. B. Maynard, one of the originators of MTM.

Our company was the first industry to have its own MTM training set-up using programmed instruction. There have since been many requests for the course from industries throughout the country.

The new teaching facilities were installed several months ago in a special

room at the General Offices. This ultra-modern training room has become one of the most used areas in the building.

Receiving the training are industrial engineers, training personnel from the mills, management trainees, mill supervisors and certain staff people. To date, approximately 25 foremen have completed the course and all Fieldcrest supervisors eventually will receive the training.

Devoted primarily to methods analysis and improvement, the programmed instruction provides for greater consistency in training and follow-up in work simplification.

## Latest-Type Equipment

The equipment includes a Konzept-O-Graph, for programmed instruction; and Audio-Graphic Instructor with various slides and tapes giving instruction and lectures; training films; and a workshop-laboratory furnished with various tools and equipment for actual practice.

The Konzept-O-Graph teaching machine shows a progression of statements with missing words with the correct words concealed until the student has written his answers on a special answer tape.

The Audio-Graphic Instructor is an automatic slide viewer and changer using tape cartridges for synchronized audio. The films are shown in a special projection room designed for individualized showings of movies and kinescopes. The student can stop the movie at any point or view it over again at his own discretion.

An important part of the training set-up is the workshop-laboratory in which the student, using imaginative models of tools and machines, can record his own motions while performing a series of typical work actions. In this way he gains extensive experience in applying the knowledge he learns in other phases of the training program.

## 120-Hour Basic Course

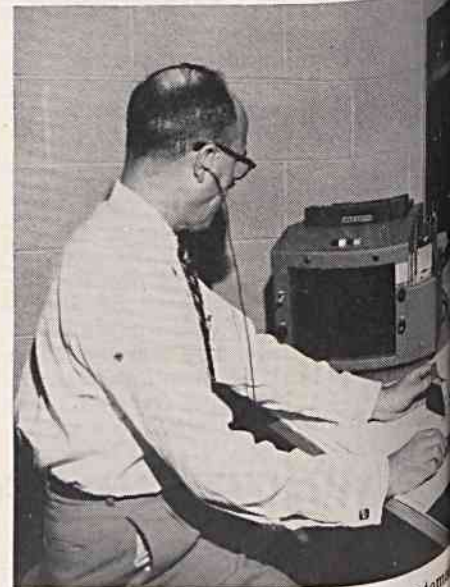
The basic training course runs approximately 120 hours and this is the course taken by Fieldcrest's industrial engineers. The course being taken by the mill supervisors is an appreciation program requiring fewer hours.

W. R. Kiser, director of standards, in commenting on the use of programmed learning for this purpose, said:

"We believe that these latest techniques in training will prove to be of great value to Fieldcrest due to improved methods that reduce the costs of manufacturing. We are pleased with the enthusiastic response of the supervisors who have received the training. Both the company and its employees will benefit from this program in that the company's competitive position will be strengthened through the improved methods and techniques that result from training in Methods - Time Measurement."



O. J. Simmons, Karastan general foreman, is shown in the photograph above which shows progression of written statements. Correct words are concealed until student has written his answers. All Fieldcrest supervisors eventually will receive the training.



Audio-Graphic Instructor is an automatic slide viewer and changer using tape cartridges for synchronized audio. The photograph above, James Marlowe, of Standards Department, is shown operating the new teaching device.

## 'Y' Membership Drives Will Open This Week

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bers of committees appointed by the directors.

This year's goal of 1040 members, including men, women, boys and girls, is about 250 more than the actual membership for the YMCA a year ago.

At present new application cards for all members whose membership will expire in May are being prepared to be sent to them so that they can renew their membership without having to come by the YMCA to do so.

The YMCA membership rates at Draper YMCA will be the same again this year. The YMCA also has a patron membership which may be secured. This includes YMCA membership and swimming pool pass for entire family.

Anyone who wishes to become a member is invited to contact the campaign committeemen in Draper. They will be happy to take memberships and answer questions concerning the activities offered at Draper YMCA.

## New \$75 Denomination

The Treasury Department announces the new \$75 denomination Series E Savings Bonds will be available for purchase on and after the issue price of \$56.25.

Fieldcrest employees who wish to purchase the new \$75 denomination should notify the Payroll Department in the same manner in which they would purchase a \$25 denomination. For more information on bond deduction or denomination. Forms and information are available from the department or the area industrial relations representative.