

AUG 5 1948

# THE KEYNOTE



## THE WINDS OF FATE

One ship drives east and another drives west  
With the selfsame winds that blow  
'Tis the set of the sails  
And not the gales  
Which tells the way to go.

Like the winds of the sea are the ways of fate,  
As we voyage along through life:  
'Tis the set of a soul  
That decides its goal,  
And not the calm or the strife.

--Ella Wheeler Wilcox.

ON



## THE BUSINESS FRONT

### "Savoir - faire"

Do you have it? The literal translation of this French phrase is "to know what to do"--a must for every Seventh-day Adventist secretary!

Savoir - faire means knowing more than shorthand, typing, mimeographing, and filing. It means knowing graciousness, poise, alertness, the laws of human nature, and the ability to make friends.

Smith's translation of Proverbs 13:15 is, "Good conduct wins favor." Good conduct in a business office includes respect for fellow workers, shown by quietness when they are concentrating, doing as little as possible at all times to distract them from their work, and being willing to help them in any way possible. Good conduct includes being cheerful and uncomplaining, longsuffering towards the errors of others, being silent about their mental, moral, professional or spiritual weaknesses.

The wisest sage of Biblical literature wrote, "The senseless man pours contempt on his neighbor, but the intelligent man keeps silent." (Prov. 11:12, Smith.) Therefore a secretary with savoir - faire draws a veil over her associates' faults. She emulates that virtuous woman about whom Solomon said, "She openeth her mouth with wisdom, and in her tongue is the law of kindness."

Kindness, thoughtfulness of others' welfare, encouragement, sincere praise, all are the fruits of Christian love, and true love finds its greatest pleasure in unselfish service. The Seventh-day Adventist secretary who is especially courteous and helpful to all business associates is witnessing for God and perhaps gathering stars for her heavenly crown.

--Catherine Buxbaum.



IMELY      IPS

A piece of Scotch tape over the "o" key of the typewriter prevents those falling o's when typing stencils. This gives a heavy-handed person freedom to concentrate on the copy instead of constantly having to watch the typewriter and stencil.

To prevent the smudging and wrinkling of freshly typed labels, use a blotter to press them to packages or envelopes.

Stenographers are often annoyed by paper in the typewriter being blown forward by a draft from a fan or an open door. To prevent this, tie one end of a string to the middle of the bar which rests on the paper. Tie a small weight (an old key will do) to the other end of the string, allowing the weight to hang behind the typewriter.

To type labels or small cards, if your machine does not have card "fingers" or a card holder, use an index card with a small horizontal slit and two short downward cuts almost in the middle of the card. Labels can easily be typed with this index card as a holder.

When an erasure is necessary near the bottom of a page, and the copies slip, remove work and make all necessary erasures. Roll original and copies back into machine without carbons. Type correction on original, release platen, and remove original while holding copies in machine. Adjust for correction of first copy and proceed as for original. Saves time required to roll numerous copies into the machine separately.

If necessary to have correction on carbon copies match, place a small piece of carbon paper in front of platen and type lightly over this when making correction.

If you have several carbons with a different address to be typed on each, a quick way to do the job is to feed them into the machine about a half inch apart (chain-fashion), so the addresses come one after the other. (Credit for foregoing: Gregg Writer.)

HAVE YOU READ: Manuscripts--With Salesmanship  
(Gregg Writer, June, 1948)

O N



THE SOCIAL FRONT

### A Clinic for Husbands

On the evening of July 6 a Clinic for Husbands was held in the auditorium of the Review and Herald. Since this gathering was in honor of Miss Winifred McCormack, R.N., she was the chief consultant. Each person carrying a prescription card for one consultation was greeted at the door by little "Nurses" Arloine White and Muriel McDonald and "Doctor" Reggie White. All signed the medical registry in order that the consultant, Miss McCormack, could contact them at some future date should their cases call for a later consultation. The room was arranged as a doctor's office, displaying posters of all kinds on how to keep not only yourself but a husband healthy and happy.

Since music is one of the best medicines for happiness, Miss Carol Klooster played a medley of three beautiful piano solos, and Miss Ena Manuel sang two of Miss McCormack's favorite songs. Frances Penn gave two readings: one, "The Little Lying Daisy;" the other depicted a colored woman giving her experience on how she won and held her husband, her theory being to "feed'em, soft soap'em, and boss'em." The main feature of the evening was a psychosomatic test given by Professor Tippet.

To show our appreciation and love for Miss McCormack many lovely gifts were presented to her by our little nurses and doctor. After this each one received a prescription in the delightful form of cake and punch, with candy favors, the punch carrying the name of citric acid, with the candy in little pill boxes.

From all appearances everyone had a very enjoyable evening, and wished Miss McCormack much happiness.

Mrs. Roland White, Mrs. Gilmour McDonald, and Lelia Sanders, who acted for Miss Lois Burnett in her absence, were the hostesses. Miss Burnett had spent many hours in preparation for the event, and all regretted that she could not be present.

--Lelia Sanders



## Farewell to Zippie



The record of the afternoon of July 20 has a number of interesting entries. Gifts, cooks preparing salads, baking cookies, etc. . . . A group of girls busily decorating tables in a clever fashion. . . . Mr. Mitchell making centerpieces of flowers and greenery. . . . And many other preparations incident to a lawn party. . . . Even the guest of honor worked! . . .

Evening drawing on, with an overcast sky intently observed by a number of optimistic eyes. . . . Guests arriving and being seated at the various tables. . . . But the honor guests delayed, finally arriving with one missing. . . . Pretty girls quickly serving plates loaded with a supper. . . . Business of consuming good food, with a background of recorded music, mingled with pleasant conversation. . . .

Elder Altman drawing on the example of orators before him to set forth the purpose of the gathering--to express our love and good wishes to Mr. and Mrs. Clell Franklin as they go from us to the Gitwe Mission, in the Belgium Congo, where Clell is to be secretary-treasurer. . . . Mr. Torkelson, on furlough from India and a student at the Seminary, impersonating a book salesman and selling us a few laughs.

Frances Maiden doing the honors properly, presenting the Franklins with a "stem-winder" record player that made its debut blaring forth a popular ditty eulogizing life in the Congo.

Zippie bravely advancing to the front to speak words of appreciation that left no uncertainty as to her meaning.

Helpful hands stowing the chairs and tables in their proper places. . . . A pleasant half hour in the Seminary chapel with motion pictures. . . . The clean-up crew washing dishes--and wondering how those dishes would look by daylight! . . .

--Mary Paul.

\* \* \* \* \*

There's a place where the trail of men divides,  
Through the mist of earth-born days;  
Where the infinite mind of God decides,  
And directs who goes, who stays.



## KEEPERS OF YESTERYEARS

Leila Adair, Shanghai, China: "I don't know why I have waited until now to tell you that we have received our furniture. It came a few days ago. Did I say it came? That is an understatement. Reg really travailed over that shipment, and when it came Mr. Wood and Clarence Miller went across the Whangpoo with him and brought it back in a barge and a truck. It had all been beautifully packed in a side van, but the customs had made my longsuffering husband take every piece out, and when I tell you that there were 97, you will say that that adjective must be correct! ... Summer has started in Shanghai, and it is getting very humid and hot."--Letter to Mable Towery and Thelma Wellman, dated June 20.

Signe Nelson, Singapore, S.S.: "No doubt I told you that most of us here had joined the Swimming Club and enjoy a dip two or three times a week on the average. I was just getting to where I was venturing out into the deep water when I decided to call a halt for the time being. Reason: an epidemic of polio. ... Yesterday the Pratts left for a month's vacation in Bandoeng, Java, and kindly offered me the use of their house while they were gone. It is much nicer than my room down here at the office, although even that has its advantages. When are you taking your vacation, and what are you going to do? The committee voted that I take my vacation in May or June, so I'm planning on June provided I can get a visa for Java."--Letter to Dorothy Ferren, dated May 4.

Ruth Conard, Costa Rico: (Now teaching at Central American Vocational College) "Just about an hour before Sabbath recently, two of the boys met me on the campus and asked me if I wouldn't make cake for their fiesta the following Monday--enough for 70 guests, to cost 30 colones, about \$6. I took a deep breath, and told them I'd figure up what I could do. I rushed around and tried out half of my white cake recipe with regular bread flour instead of cake flour, as the cake flour was more expensive than they could afford. It seemed all right, so we decided on nine cakes, white, with pineapple filling and 7-minute frosting. I had to make one cake at a time, as my oven holds only two layers. As soon as the Youth's Congress was over Sunday afternoon, I came home and went to cake-making again. I dropped into bed after midnight. I had cake layers in my dresser drawers, in my trunk, in my closet. The next morning I got to work on filling and icing. It was pretty close to four o'clock before I got through. But the cakes really did look nice, if I do say so."--Letter to her parents, dated July 15.

HAVE YOU HEARD THAT --

Two of Mrs. Patterson's brothers, one from Phoenix, Arizona, the other from Los Angeles, Calif., visited her during her vacation?

Irene and Louise Caslow vacationed at their home in Indiana, and that they saw their sister Vera, a former Keeper?

Eleta Pfeifer visited her husband in Perry, N.Y., over the 4th of July holiday?

Jewel Hatcher spent her vacation at Detroit and Lansing, Mich.?

June Vogt has recently returned from a vacation in Illinois?

Catherine Buxbaum spent a pleasant vacation with her mother in Memphis, Tenn., and her sister in North Carolina. Incidentally, Catherine reports that our hot days are cool compared with Memphis weather!

Marilyn Knecht Froelich is now working for Elder White in the White Publications; that Verna Slate is taking Zippie Franklin's place in the cashier's office?

On her recent vacation Evelyn Perdue visited her home in Michigan, her sister in Pennsylvania, and attended the wedding of Janice Klady in Ohio?

Dorothy Ferren spent July 5 in New York City, where she met her sister, Mrs. Vernon Flory and her two children, who arrived by plane from Trinidad on furlough?

Esther Yost visited her sister in Philadelphia over the Fourth?

T. Rose Curtis, Mary Paul, her sister, Mrs. Fisher, and Theodora Wirak ate their 4th of July dinner atop the Skyline Drive?

Myrtle McGee and Lydia Schander enjoyed a vacation in the Blue Ridge Mountains of western North Carolina?

Ora Williams has returned to her "old Kentucky home" in Louisville, Ky., for her vacation?

On her vacation the last of July Evelyn Wells helped to celebrate her sister's 25th wedding anniversary at Berrien Springs?



Jonna Hughes' present address is: 313 W. Hawthorne, Redlands, Calif.; that she sends greetings to the Keepers?

Shirley Swinyar and her husband were here and attended Miss McCormack's shower? Mr. Swinyar is taking the medical course at the C.M.E.

Margie Osborne's sister, Jean Amick, has recently visited her, and with Kay Thomas they enjoyed a boat trip on the Chesapeake?

Mildred Johnson, chief editor of the "Secretarial Viewpoint," visited Zippie Franklin, Elsie Minesinger, and Ora Williams. Miss Johnson is secretary to V. G. Anderson, president of the Southern Union.

On July 25 Mr. and Mrs. Claude Conard gave a farewell party for Verna Slate, featuring a program, games, and a cake, with guests from the Statistical and Auditing Departments--and a bottle of perfume and an atomizer for the honor guest?

Emma Howell visited friends in Warren, Pa., over the week end of July 25? Wonderful "eats" and cowboy songs sung by seven-year-old Gary were outstanding features.

Stella Fleisher reports the best kind of vacation in New England, where she visited Mr. and Mrs. Harold Wendell at South Lancaster, spent a few days at the New England Sanitarium, and renewed her acquaintance with former Keepers Mabel and Dorothy Bartlett.

Frances Maiden drove to Tampa, Fla., to visit her mother and other relatives, including two "super de luxe" nieces? She fondly anticipated spending her birthday, July 23, with a niece on each knee, plenty of cake, and all the fixings'.

Mrs. Thelma Smith, her son Herbert, and her mother spent a few days with Louise Surface? Mrs. Smith is returning to the China Division for another term of service, and will serve as Bible instructor in Hong Kong.

Mary Klesa is enjoying a vacation at her home in Pennsylvania?

Lois Tull and her husband are getting some relief from the torrid weather of Washington on the Eastern Shore of Maryland?

Hazel Broome had a most delightful vacation at her home in Connecticut?



Perrie Cobb, due to the illness of her husband, is on leave of absence, which is being spent at her parents' farm?

Ann Padgett-Miller is now living at Roanoke, Va., where her husband is associated with Elder Koch in an evangelistic effort?

Louise Meyer feels like a new person after vacationing in Maine and other spots in New England? She was quite thrilled with the White Mountains of New Hampshire.

Lois Mullinax gave a bridal shower for Phyllis Abernathy the evening of July 19? The Purchasing Department girls gathered on the lawn under Japanese lanterns that ran strong competition to the big full moon. There was a two-tier bridal shower cake and many lovely personal gifts for Phyllis' trousseau.

#### A MOST HEARTY WELCOME TO NEW ARRIVALS IN THE --

American Temperance Society: Mrs. Ella Mae Robertson, who comes to us from Southwestern Junior College, Keene, Texas.

Educational Department: Eva Marie Brizzee, from Oswayo, Pa., who was formerly employed in the U.S. Chamber of Commerce.

Home Missionary Department: Mrs. Gladys Westburg, of Takoma Park.

Medical Department: Mrs. June Knight; Virginia Bowen, a recent graduate of Shenandoah Valley Academy; Marjorie Roberts, of Takoma Park, a student at W.M.C.

Ministerial Association: Marjorie Isner has returned to work for Elder Eckenroth.

Purchasing Department: Gladys Dunn, of New Jersey, who comes to us from the New Jersey Bell Telephone Company, to act as secretary to Mr. Knight. Wanda Tate, his former secretary, is now doing part-time work for Elder Haynes.

Sabbath School Department: Hazel Olson, daughter of A. V. Olson.

Keynote Staff: Editor, Eva Linscott; Assistant Editor, Jewel Hatcher; Art Editor, June Vogt; Production Manager, Alice Fagerstrom; Typists and Printers, Barbara Britton, Myrtle Burdette, Katie Farney, and Lois Tull. August Reporters: Myrtle Burdette, Jean Chappell, Frances Sampson, Lelia Sanders, Mary Scott, Theodore Wink.