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Dates: 1970s-1990s
Creator: Green, Nancy L.
Collection Size: 8 cubic feet

Introduction
The professional papers of a journalism educator contain correspondence, photographs, teaching materials, papers relating to professional organizations, and miscellaneous.

Donor Information
The papers were donated to the University of Missouri by Nancy L. Green on 10 October 1991.

Box List

Box 1
Associations
Booklets, Various
Class Lectures
Clippings, Various
Columbia Scholastic Press Association
Communication, News Bulletin
Course Overview, Outline and Systems
Critiques of Class
Daily Illini Stylebook
Developing the Budget
Editor Selection/Advisor
Elmhurst High School, John Butler
Ethics
Green--Libel Materials
High School Newspapers, Various
High School Publications, Test 1
IFC Panel, Ad Hoc on Fraternity and Sorority Hours
Indiana Directory, Advertising Agencies
Interview, Photo Editing
Journalism 147
Journalism 513, Final
Kentucky: Dates Early Student Publications Were Founded
Kernel, 1976
Layouts for Paper
Lead Exercise
Libel
Materials and Equipment
Newsletters
Newspapers, Assorted
Newspapers, Various
Notes to Update
Policy and High School Papers
Presstime
Printer’s Devil Becomes Financial Wizard
Publications Board
Publications, Various
Sigma Delta Chi
Spelling Lists
Spring School Journalism
Staff Positions
Student Buying, Survey Shows
Student Evaluations
Student Press Law Center Report
Supervision of High School Publications
The University Market
Three Day Crash Workshop
Trends in Yearbook Planning
Typesetting Manual
Writing Personality Profiles
Yearbook Structure, Layout Coverage
Yearbook Terms

Box 2
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Green--Transcript and Insurance
Interviewing/Common Style Errors/Copyreading Errors
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Kernel Rates, 1978-1979
Leads, Exercise 1/ Format and Style, Exercise 4
News Gathering
Ohio University
Rules of Thumb for Layouts, Newspapers
SIPA, 1980
SIPA, Features/Depth Reporting/Contracts
Society of Professional Journalists
Successful Meetings
University of Kentucky, Miscellaneous
College Media Advisers
Annual Report, 1984
Atlanta Convention, 1988
Budgets and Financial Statements
Chicago Convention, 1983
College Newspaper Creative Advertising Competition
Correspondence, 1983
Correspondence, 1984-1985
Election Guidelines
Future Hotel Sites
Intern Program
Legal, Joe Buchanan
Letterhead Artwork
Louisville Convention, 1984
NCCPA Guidelines for Travel and Convention Expenses
Summer Adviser Workshop, 1984

Box 3
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  Convention Planning, Miscellaneous
  Dallas Materials
  Los Angeles Sites
  Louisville Convention, Comments
  New York Convention, 1984
  Washington, D.C. Convention, 1986
College Media Review
College Newspaper Business and Ad Managers, Nashville
College Yearbooks
Columbia Scholastic Press Association
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Box 4
Adviser’s Job Description
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Archives Records
Associated Collegiate Press, 1973
Components of the Kernel
Employee Classification
High School Press Registration
Independent College Newspapers
Journalism Education Association
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NASPA, 1974
National Council of College Publications Advisers
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  Doral Inn, New York, 1980
  Life Membership, 1982
  Miami Convention, 1981
  St. Louis Convention, 1975
Newspapering by Bill Ward
Report of Valencia Community College
Reports
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  Correspondence, 1981
  Correspondence, 1982
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  Five Year Plan, 1978-1982
  Job Order Requests
  Minutes, Memos
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Urban Journalism Workshop
Various

Box 5
College Related, Miscellaneous
Society of Professional Journalists
  1988
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  Chicago, 1987
  Women’s Survey
Student Press Law Center

Box 6
Association for Education in Journalism and Mass Communication
College Media Advisers
  Advisory Council, Minutes, 1983-1984
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  Certificate
  Convention Programs
  Correspondence
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Dallas, Master File, 1985
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New Orleans, 1985
New York, 1985
Portland, 1985
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National Council of College Publications Advisers
Publications, Miscellaneous

Box 7
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American Express
American Management Association Brochures
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Freedom of the Press
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Student Affairs and Student Press, Manuscript
Tax Sheltered Annuity
United Action for the Elderly
University of Texas-Austin
Vita

Box 8
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ASJMC High School Journalism Summit
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Copy Editing for the Reporter and Editor
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Handbook for a Publications Adviser
JEANSA National Convention (audio cassette)
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Texas Student Publications
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