

Uncommon Sense

By JOHN BLAKE

ON A BUDGET SYSTEM

NOT only hard work, but systematic work is necessary to progress. Not even a ditch digger does exactly the same task all the time.

Work that is planned ahead, counts. Work on the catch as catch can system is better than no work at all, but that is all that can be said for it.

If your job calls for various kinds of tasks, arrange it on the budget system.

Decide in advance the order in which it ought to be done to get the best results. Allot a certain amount of time to a certain part of your daily duties, according to their importance.

If you know, before you begin, just how you expect to proceed, and approximately what results you hope to accomplish by the end of the day, you will get far more done than you would if you tackled the job haphazardly.

It is a good plan to get rid of the drudgery first. Dispose of the duties that are disagreeable, as some duties must inevitably be.

Then you will reach the enjoyable, and the more important tasks with a clear brain, and be able to get pleasure as well as profit out of their discharge.

The office man who has a fixed time for going through his mail, another for dictating letters, another for receiving and giving instructions to subordinates, and still another for talking to business callers, usually has a clear desk by noon, and plenty of time to think over his big problems.

The man in the same job who begins with any task that happens to be at hand is usually half done at the end of the day, and wonders what has become of all his time.

There is nothing in this world that cannot be done better if it is planned, than if it is not.

Begin your life by planning each day's work, and planning will soon become automatic. Tasks will arrange themselves in their proper order.

You may be in a very small and unimportant position, but reducing your duties to a budget system will save time and energy, and help you to acquire the competence and efficiency that will lead to better positions by and by.

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Something to Think About

By F. A. WALKER

NOTES THAT JAR

THE adroit person who desires to acquire the full measure of success in whatever field of activity he may be situated always prepares the way to progress by a careful avoidance of striking the notes that jar.

This person appreciates that harmony has everything to do with his advancement, and accordingly there is at all times a strict observance of the accents of congeniality.

There must be between him and his employer no jarring dissension, no conflicting argument, no incompatible exhibition of pique, irritation or purloxyms of high words.

When sorely tried, and the future of his career seems to be uncertain, the individual who has within him the basic material of which success is composed controls his emotions and harmonizes his speech and action with what in his heart he knows to be right.

In a moment or so the inclination to strike a discordant note is gone, and as his way becomes easier he forms the habit of pleasing recommendations and moving ahead in masterful strength.

Many capable men and women, through their irascibility, tartness and acerbity, have struck the jangling note on the threshold of a brilliant course and ruined themselves for life.

In times of excitement and irritation the one safe thing to do is to hold the tongue.

You may be young, witty and beautiful, endowed with natural gifts, but if in your home or in your field of occupation you persist in striking notes that jar, you will fail to command respect or rise to a place of eminence.

You cannot afford, young man or woman, to turn your back upon the saving, sunny parts of nature, intended by our wise Creator to lift you up from the level of a snarling beast.

If you will look about you when your vision is clear and your brain is calm, you will observe that the men and women in high places are those who practice diligently the simple rules of harmony.

And this they do on no instrument other than their tongue, holding it in leash when it would strike a jangling note and forcing it to give a soft answer.

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Some Men Not Worth Two Cents.
A cake of yeast is superior to some men—it can always raise the dough.—Boston Transcript.

Billie Dove



The charming Billie Dove, popular musical show girl, has made her screen debut in a big motion picture. The winsome little dancer has a reputation of being a tireless worker. Very few actresses can appear on the legimate stage at night and then work before the camera during the day. Miss Dove was an artist's model before going on the stage.

THE RIGHT THING at the RIGHT TIME

By MARY MARSHALL DUFFEE

WITH THE SPOON

"Many things happen between the cup and the lip."

ARE you quite sure that you hold your spoon in the correct manner? It does seem a funny thing that so much depends on such an apparently unimportant matter. But you know yourself that if you see a person holding a spoon as you would a screwdriver or a garden spade, with the palm of the hand over the top and the thumb and fingers clasped on the reverse side, you would immediately put him down as lacking in good breeding. On the contrary, if you see a man or woman holding a spoon in an extremely mising manner, with the little finger and ring finger held as far away from the other fingers as possible, you immediately assume that that person is trying to impress you with his extreme daintiness.

Properly, the spoon should be held between thumb and first finger, resting on the middle finger. Be careful not to hold it too far down toward the bowl.

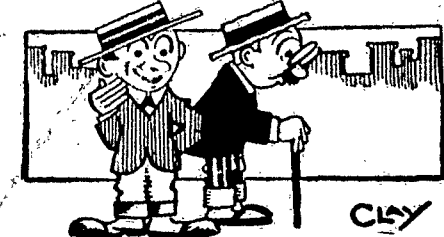
Always raise the spoon to your mouth so that the side of the bowl touches the mouth, and not the point of the spoon. To do this one has to bring the spoon up at right angles, in a very awkward manner. Remember that you should never drink or sip from the tip of the spoon. Liquids should be taken from the side of the spoon, without slipping them and without actually putting the entire spoon into the mouth. Solids should be taken by laying the spoon between the lips and taking the contents into the mouth without the polishing process that is characteristic of children when they especially enjoy what they are eating.

Soft-boiled eggs are eaten with a spoon from the shell. It is a good idea to have bone egg spoons that do not discolor with the action of the egg, as do silver spoons.

Bouillon, when served in cups, tea coffee and other beverages served in cups, should be taken with the spoon only enough to make sure that they are properly seasoned and that they are cool enough to drink. It is extremely bad form to consume the entire cupful with sips of the spoon.

No vegetables should be taken with a spoon that can possibly be eaten with a fork. To be sure, such things as thin-stewed tomatoes, served in side saucers, cannot very easily be managed with a fork. Perhaps the right way to prepare them for the table is to solid enough form so that they can be managed without a spoon. Peas should not be eaten with a spoon, and for that reason it is no longer considered best to serve them cooked in milk. Many persons insist that ice cream is a fork food, and not spoon food. However, if spoons are served with this dainty, do not hesitate to use them. There is really nothing very bad form about using a spoon, and a great many persons do who are beyond reproach in table manners.

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PROUD.
"Why don't you pay a visit to the old home town?"
"I went away in a flivver."
"Well?"
"I'm waiting until I can go back in a limousine."

WORK MADE AUTHOR FAMOUS

Humphrey Marshall Will Long Be Remembered as Writer of the First American Botany.

Humphrey Marshall, author of the first American Botany, was a distinguished pioneer horticulturist. He was a cousin of John Bartram, and his own garden at Marshalltown, Pa., was almost as famous as the well-known Bartram's garden at Kingsessing.

In 1780 Humphrey Marshall began to prepare an account of the forest trees and shrubs of this country, which was completed and printed at the end of 1785. Its full title was "Arbustum Americannum: the American Grove, or an Alphabetical Catalogue of the Trees and Shrubs, Natives of the American United States." It was considered a useful and highly creditable work for the times. Marshall was the author also of the "Introduction to the Knowledge and Practice of Gardening," which was the second horticultural work printed in America. It appeared in 1794.

The old stone house wherein Marshall lived and wrote his famous books still stands in the midst of the trees and shrubs that he planted. It is in an excellent state of preservation, and is most interesting with its quaint cupboards, closets, and nooks. A microscope of antique form presented to the botanist by Dr. John Fothergill is now in the possession of some of his descendants.

DIRE CONVULSION OF NATURE

Volcanic Disturbance of 1883 One of the Most Violent of Which There Is Any Record.

Krakatau, a volcanic island in the Strait of Sunda, between Java and Sumatra, was in 1883 the scene of one of the most tremendous volcanic disturbances on record. The crater walls fell in, together with a part of the ocean bed, carrying with it two-thirds of the island, which had a total area before the eruption of 13 square miles, and creating two small islands, which subsequently disappeared. At the same time a gigantic ocean wave inundated the adjoining coasts of Java and Sumatra, causing a loss of 36,500 lives and the destruction of 300 villages, and then careered round the entire globe. The noise of the eruption was heard for a distance of 2,000 and even 3,000 miles. The occurrence likewise set up a series of concentric atmospheric waves, which traveled at least three times around the earth. The dust and other finely comminuted debris cast up by the explosion gave rise during three years or more to weird sun glazes of wondrous beauty, those seen in Carthage and other parts of North America in November, 1883, being especially grand.

"What's in a Name?"

By MILDRED MARSHALL

Facts about your name's history, meaning, whence it was derived, significance, your lucky day and lucky jewel.

OLIVE

OLIVE, the sign of peace and joy, is one of the few feminine names which has no early Greek or Latin origin. It first appears in Italy, the land of the olive tree, whose branches have come to be the symbol of peace and harmony. Etymologists claim that, though it is closely associated with the Italian Oliviera, it would never have achieved popularity as a name but for the Teutonic Olat (forfather's relief).

Oliviera, the paladin of Charlemagne, was most frequently in use among all those of the empire of paladins, and gave rise to the saying which has since become a proverb, "giving a Rowland for an Oliver." English knights of high, chivalrous repute frequently bore the name of Oliver until the entrance of the Protector made "Old Noll" a word of hate among the cavaliers.

The feminine form, Olive, which was invented in Italy, was brought to England by the influx of Italian literature in the Tudor reign. Its form was then Oliviva, and as such it still has great vogue, especially in literature and poetry. Goldsmith calls the unfortunate daughter of his inimitable "Year of Wakenfield" Oliviva, and many other heroines of that literary period bore the same name.

It is only of recent years that Olive gained preference over Oliviva. The change came about in England, but was not long in reaching this country, and now Olive is a popular and fashionable name here.

The fire opal is the gem assigned to her. Its glowing, ever-changing heart promises good fortune to her for whom it is intended as an ornament and a talisman. The chrysanthemum is her flower. Wednesday is her lucky day and three her lucky number.

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NOT MUCH

When a woman suggests a short trip to the store, just to shop sixty minutes about it; do you look for her back in an hour or more? Well, maybe you do, but we doubt it.

To Catholic Journal Readers: Co-operate with these firms as they are co-operating by advertising in your paper. Patronize them as they are your friends.

LYRICS OF LIFE

By DOUGLAS MALLOCH

THE NEW YEAR EAST

HAVE no tears for other years. For no other days; In the east the sun appears With its morning rays. Turn your back upon the west. Start again upon life's quest With the rising sun— Yesterday is done.

Do not weep for years that sleep In the fading past While the years before you sweep Like an ocean vast. There await your untried seas Of new opportunities, Lands unvisited—

Shape your course ahead! Do not live in years that give Only old regret; Fortune is a fugitive— You must seek her yet. Time has closed the old year's door. But the New Year lies before— There your fortune lies, There awaits the prize!

You will find no hope behind, Only falling night; But the east is glad and kind With the morning light. Turn your eyes to New Year's east, Every hour the dawn increased— Put the night away. Yours is now the Day! (Copyright)

Mother's Cook Book

A little thing, a sunny smile, And all day long the day shone bright; The cares of life were made more light And the sweetest hopes were born.

FOOD FOR THE FAMILY.

THERE is no other article of food which is as frequently placed on the table and takes as prominent place in the diet as bread. In some form it is served at every meal.

Bread because of its prominent place as food, should be well made, and well baked.

The ideal loaf of bread is dome shaped, attractive in appearance, crust smooth, of a rich brown color, the crumb spongy, tender and of a delicious flavor of the wheat.

Sponge Method.

Take one quart of luke warm liquid, less one-half cupful if potato is used; four teaspoonfuls of salt, one-half cupful of yeast, one cupful of mashed potato and three to four quarts of sifted flour. Mix and beat well then add one-half the flour and set to rise in a warm place overnight. In the morning add two tablespoonfuls each of sugar and shortening and knead until the dough feels elastic and no longer sticks to the hands or board. Cover and let rise to double its bulk, then mold into loaves. By cutting the dough down with a knife once or twice before molding, the texture of the bread is improved. Divide into equal portions, stretching the outside of the loaf and pinching it together underneath. Place in well greased, warm pans, cover and set to rise until it is two and one-half to three times its original volume, depending upon the kind of flour used. Spring or hard water wheat should take three times the original volume. Soft winter wheat two and one-half times.

Bread that is fully risen should be put into a hot oven to kill the yeast and check further rising. If the bread is not fully risen a slower oven may be used. A five minute oven is the best for bread ready to be baked. Put a teaspoonful of flour in a small tin in the oven; if it browns in five minutes it is ready for the bread.

WHY— DO OUR TEETH CHATTER WHEN WE'RE COLD?

THE little muscles which close the jaw are acted on by the cold in such a way that they pull the jaw up and then let it fall by its own weight. This, repeated many times, very rapidly, causes the teeth to click together and produce what we know as "chattering." We think of it in connection with our teeth because it is the teeth which make the sound, but the cause lies in the same muscles which we use in chewing or in opening our mouth when we speak.

The chattering occurs in spite of the will or the brain. We have very little control over it and can stop it only by clenching the teeth. It is really a mild variety of spasm caused by the cold, which acts on the jaw muscles in much the same way that some poisons produce muscular spasms which cannot be controlled.

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THE ROMANCE OF WORDS

"ACADEMY"

IN THE days when Athens was regarded as the seat of learning for the entire world, the suburb, Akademia—so-called because it was supposed originally to have belonged to the Attic hero, Akademos—was used by the citizens as a gymnasium and conference ground. It was here that Plato purchased a small garden, in which he opened his school and taught his philosophy for more than 50 years, his scholars receiving the name of "Academicians." Because of this, other public places designed for the gathering of the learned and the teaching of the young have been known as academies.

Cicero also had a villa or country-seat near Puteoli, which he called Academia, in memory of the suburb of Athens, and it was this name which inspired him to name his famous work, "Quaestiones Academicae." Possibly because of this fact Italy has had the honor of founding more academies of world-wide renown than any other nation, though the Academie Francaise, founded by Cardinal Richelieu in 1635, stands at the top of the list today.

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