



Vocational Division Bulletin Volume 32-45

By United States Office of Education

Rarebooksclub.com, United States, 2012. Paperback. Book Condition: New. 246 x 189 mm. Language: English . Brand New Book ***** Print on Demand *****.This historic book may have numerous typos and missing text. Purchasers can download a free scanned copy of the original book (without typos) from the publisher. Not indexed. Not illustrated. 1919 Excerpt: .in the cost values of records and reports, and a foreman should so regard it, taking all possible precautions to see that all records and reports cover all facts that they are supposed to cover. The cost value of records and reports not kept in the prescribed form and manner.--When records or reports are called for on a prescribed form, there is a reason. For example, if a number of reports or records are to be looked over by one person, or compared, or consolidated; when the same information appears in the same place on all of them the work is much easier and hence cheaper, since it saves time, nerves, and reduces chance of error. Even where a foreman keeps records solely for his own use he will save cost if he keeps them in some uniform way, not on odd paper of an old...



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