

U.S. NAVAL RESERVE MIDSHIPMEN'S SCHOOL  
ABBOTT HALL, NORTHWESTERN UNIVERSITY  
CHICAGO, ILLINOIS

July 25, 1942

SCHEDULE FOR STUDENT OFFICERS  
July 27-29, 1942

Monday, July 27, 1942:

Student officers arriving this date are to be sent to Thorne Hall. After receiving preliminary instructions there, they will be escorted to Tower Hall. Company officers are to assign men to permanent billets commencing at 0730. When men are assigned, collect all copies of their orders. Student officers are to fill out their "B" slips in ink.

Give the following to all men when assigned in addition to assignment sheets:

School Regulations and Supplemental Regulations.  
General Information Sheet.  
Record card data sheets are to be filled out in duplicate.  
Seamanship and Navigation Jacket Instructions to Watch Squad.

Student officers will draw the following books on the 1st deck of the 122nd Field Artillery Armory after receiving assignments:

Nautical Almanac	Knight's Seamanship
H.O. 214	Naval Leadership
Light, Tide & Current Table	Naval Customs & Traditions
Naval Ordnance	Dutton
Naval Administration #1	Celestial Coordination
Bowditch	Parallel rulers or triangles

The following books and equipment are to be purchased by each student officer:

Bluejackets' Manual  
Watch Officer's Guide  
Dividers

These books and dividers may be purchased at the Abbott Hall Book Store or the Tower Hall Canteen.

March by details of 15-20 men to and from Armory. One officer from Tower Hall will be stationed at the Armory to keep details rotating and to regulate the number of details at the Armory.

Dinner will be served this date starting at 1200. Supper will be served at regular meal period in the evening.

Ship's Service facilities will be available to all student officers commencing at 1400. Representatives of the Ship's Service Store will have samples of clothing and equipment, and will take orders and obtain measurements, etc. Delivery on all orders will take place Thursday, July 30, 1942. The following items will be on sale:

Officer's cap with 6 covers	@ \$17.00
Khaki shirts	@ 2.30
Khaki trousers	@ 2.95
Black four-in-hand ties	@ .70
Collar devices	@ .55

Student officers who desire to purchase the above items will be sent in details of 15-20 men to the 13th deck of Tower Hall.

(over)



Company officers will prepare alphabetical company and section lists. Have each man initial list for accuracy of his name before stencil is cut. The rank of the student officers must be included in the company list but names shall be in alphabetical order.

Liberty will be granted in the afternoon at a time to be announced later for the purpose of purchasing clothing.

Tuesday, July 28, 1942:

Reveille, meals, and taps will be in accordance with regular routine. Continue drawing books from Armory. Company officers will instruct their men in proper bed making, stowing of clothes, care of rooms, regulations and general instructions, including wash room routine.

Ship's Service facilities will be available all day commencing at 0900 on the 13th deck of Tower Hall.

Commissioned Company Officers will appoint company and platoon officers, guides, and squad leaders. Instruct petty officers and make up infantry organization.

Liberty as announced later by the Commissioned Duty Officer after all berthing and messing requirements, preliminary organization and instructions have been completed, such liberty to expire at 1930

1930 - Study call, followed by study hours, security watch muster, tattoo, and taps in accordance with regular daily routine.

Wednesday, July 29, 1942:

Commence regular daily routine.

*H. P. Lowenstein Jr.*  
H. P. LOWENSTEIN, JR.  
Commander, USNR  
Executive Officer

0800: Room to draw books