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STATE SERVICES COMMISSION

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This booklet is an introduction to training methods and summarises much of the content of a teaching methods course. It should prove helpful to people who have not had any formal training in teaching methods.

**NEW ZEALAND OFFICIAL YEARBOOK**

The Yearbook is the standard New Zealand encyclopaedic annual which has a place in every home, school, and office. Not only does it present a comprehensive statistical survey of the economy and population in New Zealand but it is also a very useful fact book for use in the home. In addition to the statistical facts supplied, the Yearbook also provides a background and historical perspective on each of the subjects covered.

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**THE NEW ZEALAND GAZETTE**

The *New Zealand Gazette* is published on Thursday afternoon of each week. Notices from Government departments must be received by the Gazette Clerk, Department of Internal Affairs, Wellington, by noon on Tuesday. Advertisements will be accepted by the Government Printer, c/o Gazette Clerk, Government Printing Office, Private Bag, Wellington until noon on Wednesday.

Advertisements are charged at the rate of 20c per line.

All advertisements should be written or typed on one side of the paper, and signatures, etc., SHOULD BE WRITTEN IN A LEGIBLE HAND.

**CANCELLED NOTICES**

Advertisements cancelled after being accepted for printing in the *Gazette* will be subject to a charge of \$8.00 for setting up and deleting costs.

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