

Southwest Division Office Growing Pains Opened February First

About November 15 Field Engineering personnel began switching places preparatory to the establishment of four new Tektronix field offices in the Southwest. Since the minimum experienced personnel to assure good coverage of this area for a start numbered seven field engineers, one instrument maintenance engineer, and four field secretaries, a number of skull-practice sessions were necessary to get the plays organized for the February first kick-off. Head Coach Dallas with the help of Assistant Coaches Cassidy and Edens, and the whole team comprised of Eastern and Central Division field personnel and their families, finally worked out a group of plays calculated to minimize bruises and relocation problems and capitalize on passing and broken field running experience. We're confident these many sessions, coupled with plenty of experience on the field, have produced a winning team which will give our spectator-customers their money's worth.

Backfield—First String

Here's the lineup— With the formation of the new Western Division, a capable assistant coach was needed. Ed Bauder was elected and is certainly well suited to the task. His well-rounded background in two and a half years of blocking, tackling, and fancy footwork with the Eastern Division on the New York and Baltimore fields, in addition to two years (heading up our test department) of helping to assure the quality of goods sold to the spectator-customers in the stands, adds up to a wise choice in our eyes. His bench and also the Division headquarters are located in Menlo Park, California (just south of San Francisco). The star quarterback assisting him on the San Francisco area field is Fred Hart. Fred has also had much experience on the field (two years in the Baltimore area and more than a year in the Cleveland-Dayton area) and has a reputation in broken field running (getting along well with customers, to you) that can't be equalled. Administering to the cuts and bruises of these two, as well as others in the Division,

plus taking care of team organization details, plus promoting good public relations, is Evelyn van der Veen, a very capable assistant team captain (Division Secretary). Evelyn's experience well qualifies her for this position, having been in at the kick-off for the Syracuse, Cleveland and Chicago opening games, plus a stint on the Bronxville bench.

Teamwork Well Established

Taking a line plunge on the Los Angeles field are Vic Fricke (after a between-halves breather from the Boston oval), Francis Frost (who's gotten his second wind after a short session on the bench between New York and Los Angeles), John Mulvey (in at the second half from Philadelphia), and Betty Pray (Field Secretary) at the bandage and aid station (after ably demonstrating her capabilities with the Boston team). To round out the team we have Jim Cook (Instrument Maintenance Engineer), a new recruit and promising line-backer to lend his much needed support.

At the left end in Phoenix area is Dick Ellstrom (after having done considerable ball carrying on the Baltimore and Chicago fields), supported by Marion Rondeau at the aid and water station.

The right-end spot in Albuquerque is held down by Si Corn (a relatively new recruit with us but a crackling good ball handler according to the scouts who watched him work out with Philco). Taffy Kroeger will be at Si's right elbow to relay the signals.

Substitutes Top Caliber

In as substitutions for the Eastern and Central teams are: Harry Allison for Frost in New York; Dick Phillips for Fricke in Boston; Ken Keyser for Mulvey in Philadelphia; Gordon Allison for Hart in Dayton; Ray Lisiecki for Allison in Syracuse; Ron Goard for Ellstrom in Chicago; Eve Fitzgerald for van der Veen in Chicago; Lee Spragg for Pray in Boston; and Joan Karcher for Spragg in Cleveland.

It certainly looks like a winning team all around! We're on the sidelines rooting for all we're worth.

Growing Pains

Tektronix growth set new records during January. Number of employees was increased by more than 50, the largest increase in any past month. Shipments exceeded the previous best month by about 11% providing a profitshare of 61% of base pay, 15% for retirement, with half the remaining 46% advanced in your Feb. 6, paycheck.

In spite of this fine increase in shipments, orders received exceeded shipments by 13%, and the previous best month for orders by 23%. More than this 23% increase is represented by one order from IBM for 500 Type 310 oscilloscopes, the largest order in Tektronix history. This is wonderful news for everyone except our customers, who are still somewhat dismayed at our delivery time, even tho we are continually improving it.

Our overseas business is also continuing to increase in importance. During January 14% of our orders received and 17% of shipments were for Export.

With the second shift now nearly complete, our rate of hiring new employees will decline to normal. As more and more of the many new employees added since last fall gain experience and proficiency, both our output and profit share should improve. Test department reports that, unlike December, they have not been held up by a shortage of CRT's or anything else.

By Leaps & Bounds!

Blanche Cook reports there were 673 employees at the end of December.

So says Marybelle Rash - she counted 'em - there were 463 people in production on January 20th. This does not include supervisors, department heads or trainees.

Frank Bertalot, test, became the 700-th person to join the ranks of Tektronix folk. He's recently out of the Navy' where he served as an Electronic Technician. Married, and her name is Lorraine, and home is in Hillsboro. Woodworking and electrical gadgets are hobbies, but special notice to the fishing club he's keen about hunting and fishing!

Your Thoughtfulness Was Heartwarming

We want to thank everyone who was so very kind to send us that avalanche of cards and letters on Tek's 10th anniversary.

Many pleasant moments have been spent reading and re-reading your very flattering messages. They certainly inspire us to do everything possible to continue the success of the past years.

We would like to reply personally to each of you, but since this is not practical, please accept our most sincere thanks via this medium.

Jack and Howard

Dal--Our Field Functionary



Interdependent Program

Tektronix field offices are almost autonomous, in the sense that our field engineers speak for Tektronix and conduct business as Tektronix, in the field, they are Tektronix. This provides engineer-to-engineer relationships between the customer and Tektronix and leaves the field engineer free to choose the pattern of operation best suited to the needs of his customers. The burden thrown upon the guiding hand of this practice is twofold: first, the field man must be chosen for his personality, technical ability, general engineering background, facility of expression and loyalty to Tektronix. Finally, when this perambulating paragon is established in the field, he must be made to feel confident of firm and consistent backing from Portland. This last responsibility accounts for the greatest part of the load on the field engineering staff in Portland. The oddly-assorted functions of printing, promotion, and shipping consider this their major objective and are ready to act on corrective feedback signals from the field.

Departments Well Integrated

One of the indications of a good executive is how long and how smoothly his organization will run without him. Dal has had occasion, in connection with field activities, to be away from Portland for months at a time, but the machinery was still running when he came back, maybe a little noisier and needful of a few adjustments, but still running.

This kind of operation doesn't respond to the bull-of-the-woods, hand-on-the-throttle routine, rather it requires a peculiar skill in assembling a group of technically divergent individuals who are competent, loyal, and eager to expend efforts where they are needed most. You don't get people to act like this as a matter of chance. You have to get the right people, and work with them, instead of on them. We like Dal.

Dancing Class Forms

Under the sponsorship of the Tualatin Hills Park and Recreation District, Beaverton, adult dancing classes have been arranged to begin on Thursday, February 9 at 8:00pm in the Merle Davies school gym. Mr. and Mrs. Norman Stoll will teach. A series of six lessons at \$13.50 per couple will include the South American dances as well as foxtrot, waltz, and swing. If more than 50 couples are attending the charges will be less. Registration may be made thru Mr. Bill Pond at his office by calling MI 4-7106.

Tek Talk

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— Duncan Bergeron	Cables — Margaret Clymens
Transformers — Jane Tomkin	CRT — Clara Knox
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Thanks From March of Dimes

On January 19th, Tektronix received a 'thank you' letter, we quote:

'We are most anxious that each person who contributed so generously to the March of Dimes read our letter of thanks.

It was with a great deal of pleasure and gratitude that we received your check in the amount of \$2,248. 26 to put into our March of Dimes fund. Tektronix employees once again have come to the fore in their civic-mindedness and have displayed great heart.

This contribution means another iron lung, as a result of which so many lives will be saved. More children will be able to have the braces they so badly need. Crippled polio patients who otherwise might have had to wait for wheel chairs can now have them at once.

We only hope you realize what a wonderful thing you have done in making this contribution!

Not everyone who is stricken by this dreadful disease can say 'thank you' personally to each of you, therefore please let us say it for them; this we do with deep gratitude.

Most sincerely,
Charles L. Newberry, Director
Washington County March of Dimes'

Taxpayer's Dream

Everyone dreams about having enough deductions big or little which will enable him to mark his income tax return with a big fat zero, or-better yet--get a refund! But there are lots of ways we can help ourselves!

Did you know: most married couples can save by filing a joint return; that making a penciled copy first makes any necessary changes easier; that you and your spouse are each considered an exemption;that your son or daughter can earn over \$600 per year and still be considered a dependent if he or she is under 19 or a full-time student; that there is such a thing as a Multiple Support Agreement? M.S.A.--Altho you and others of her family each pay part of her support, your mother may be listed as a dependent alternately between you. In other words, you agree to take turns listing her as a dependent.

Dividends from shares of stock (last page of the form) are listed as taxable after the first \$50 of dividends. In fact, you and your spouse could each have \$50 of dividends and there'd still be no tax.

So much for income and exemptions. On the deductions! Medical deductions are thought of first, of course, but don't forget your instructions about sick pay. You can exclude the payments from your taxable income, with this exception: the payments for the first week of

sickness are taxable unless you were hospitalized at least one day during the whole period of absence.

Medical expenses can be deducted when they exceed 3% of your adjusted gross income. If you had excessive medical and dental expenses during the year, it might pay you to look into this more thoroughly. Interest paid by you, charitable contributions (which can include the value of clothing and other goods given to church rummage sales, for instance) real estate taxes on your home, sales and gasoline taxes, even the damage done to your roof, trees, plants or yard in a storm, may be deducted. For a lot of us working girls theres the child care deduction. The maximum deduction of \$600 for 'child-care' must be reduced by the amount your gross income exceeds \$4,500-- in other words, if your income was more than \$5,100, no deductions.

Don't forget the little booklet in the Publications Racks entitled 'EMPLOYEE'S INCOME TAX GUIDEBOOK FOR 1956'. It's very complete. And don't forget - the sooner you get your tax return in - the sooner you'll get your refund and the better you'll feel, now it's over with.

And then: plan to keep better records and keep them regularly. I always do, but somehow my plan goes astray. This year's going to be different! Famous last words!

Helpful Addition to Publication Rack

Finally—the Employee's Income Tax Guidebook for 1956 has been sent and should be here soon for those of us who need a little help in making out income tax. This book is recommended by one of our own tax experts.

There are more booklets for everyone. There is some miscellaneous information on Family Fare, etc. We are always open to suggestions. Your idea is better than you think. What would you like to see in the Publication Racks?

Advisory Group ... Management Training

It has come to be recognized in business circles today that many businesses fail, and many that could be great are only mediocre, because of the failure of the owners to train competent future management talent..

Our owners recognized this danger some years ago, and during the early part of 1953 we began to investigate a means to avoid this situation. As a result, the first steps were taken in what has proven to be a continuously developing program, capable of being adapted to fit the company's changing needs.

After examining some management development programs of other firms, the first Advisory Group was established during late March of 1953. It was comprised of the heads of the four main departments here at Tektronix: Dal (marketing), Bob Davis (production), Dick Ropiequet (engineering), and Bill Webber (plant administration). Later in 1953 these four, with the addition of Jack and Howard, were formed into the Management Committee, which is responsible for determining company policy and di-

recting company operation.

Group Expands

However, just prior to this, the Advisory Group was expanded to eight people—the four original members selecting four others to work with them. Then the original four left to join the Management Committee after having helped elect four additional replacements. An order of retirement was determined by lot, and after this initial order was established and in operation, new members were added (for a period of eight months) to replace the outgoing men. They are elected from several nominated by the active members themselves. Thus, the Advisory Group determines it's own membership. No one is eligible for reelection for six months after his retirement.

The primary reason for establishing the Advisory Group is actually the determining factor in deciding who is eligible for election to it. To repeat, this reason is to help management to discover and provide training of management talent. (The point should be emphatically made that election to the Advisory Group

does not automatically mean that promotion to management ranks will inevitably follow. Nor does it mean that non-membership in the group prevents a man from being promoted to a management position.) Therefore, in considering who should be nominated for membership in the Advisory Group, at least two questions are uppermost. One is: will the person benefit from the group? Of equal importance is: what can this person bring to the group? It has been found that a satisfactory answer to the second is necessary for more than, a qualified 'yes' answer to the first.

To illustrate: If a man brings to the group a fair and open mind, a curious nature combined with analytical ability, and a willingness to promote and defend his own ideas and opinions, he will not only profit by being a member, but the other members will profit by association with him. If he does not have these attributes, it is hoped that they will be developed to some extent by his being on the Advisory Group.

(continued next issue)

Weddings and Engagements



Don Poindexter, shop, was surprised on Friday, January 20th, with a wedding shower given by 'scheming' members of the shop, as witness the grins. Coffee time tied right in with it, and a beautifully decorated cake appeared on the scene. Don was married to Sandra Brisack on Saturday, January 21st.

Nancy Kokich became Mrs. Charles Harding in a lovely ceremony Sunday, January 22nd, at Pilgrim Lutheran Church in Beaverton. Her white wedding dress and corsage of red roses was mirrored in Diane Kokich's flower girl dress of white trimmed in tiny red rosebuds. Diane is the daughter of Elizabeth Kokich, sister to Nancy. Mr. and Mrs. Harding spent their honeymoon traveling thru the southwest.

Darlene Adams' engagement to S/Sgt. William W. Dorety of Washington D.C. delighted everyone. Darlene visited Tek when she was home for he sister's wedding in November. The lovely long-stemmed red roses she received, one for each of the fourteen days she'd been away from Washington, D.C., accounted for the sparkle and happiness we all felt when around her. The wedding is tentatively planned for April.

Personnelities

Jean Hanson is transferring from field engineering to production staff the first of February.

Vernon Walker moved from requirements to quality control on the 10th of January.

Eskel Etling joined the shop forces on January 23rd.

Al Maxwell has taken Eskel's place as daytime janitor and helping at the Snack Bar.

Emil Evans is transferring to test on February first.

Waldo Johnson has joined the Shop Dept. as a Quality Control inspector.

Ed Mitchell just recently transferred from maintenance and has become a new member in the shop.



Elected as new officers of the Board of Directors are: Leon Prentice, Delinquent Accounts. Armon McDowell and Al Foleen form the Educational Committee. Alice Fitzgerald, Secretary; Les Stevens, Vice President; Jim Boyle, President; and Dick Schmidt, Treasurer.

Credit Union Election Results

Credit Union elections were held January 19th for the ensuing year. Ed Egan was newly elected to serve with Bob Leipzig and Bob Fitzgerald on the Supervisory Committee. Ivan Arnold and Helen Thome will team with Emil Evans on the credit committee. Dick Schmidt, Armon McDowell and Les Stevens were new members elected to serve on the board of directors. Alice Fitzgerald, Al Foleen, Leon Prentice and Jim Boyle complete the required seven members.

The successful operation of the Credit Union during 1955 netted a 5% dividend for the savers and a 5% refund for the borrowers. The 5% refund was based on the amount of interest paid in during the year. The Credit Union has been operating successfully since 1952. It has paid 6%, 4.8%, 4.8% and 5% dividends in the four years of its existence.

A note of thanks is extended to all who participated in the operation of the Credit Union during the past year.

It Didn't Come to Blows But---

Several months ago a question arose about the size of a capacitor in the P410 probe. Vern Walker said it was a one puff — Scott Foster on the other hand, an 0.68 pico-farrad. Since the beginning, the exchange of remarks, notes, inter-office memos, has been polite but.....

Finally the engineering department, Jim Donoghue in particular, passed the word to Dick Tollisen that the capacitor should be 0.68 pico-farrad. This in turn was sent on to Vern and Scott. Here is Scotts delicately worded inter-office memo to Vern:

INTER-OFFICE MEMO

12/19/55

From: The desk of Scott Foster, Jr.

To: Mr. Vern Walker

I sure hate to see your deplorable plight,

But I hope you'll remember that I have been right.

The capacitor that caused such a wide-spread commotion, That irritated ulcers and inflamed our emotion Has now been determined, and a memo prepared — The size is exactly .68 pico-farrad..

With love,
Signed:
Scott Foster, Jr.

Close Call

Denny Nelson had just left Baltimore for Portland in his brand-new (to him) 1953 Dodge, when a thoughtless driver made a U-turn on a slippery street and plowed him. He had to take about a 10-day lay-over, but can be expected some time the second week of February. Denny wasn't hurt, thank goodness.

TEKTRONIX BECOMES GROWING BUSINESS

TEK TALK BEGINS

First copy of Tek Talk was written and edited by Kit Vollum and Eleanor Lofton. A short history of Tektronix written by Jack Murdock, a write-up on IRE exhibit by Dal, Employees Committee Meetings review by Bill Webber, and a discussion by Howard 'What are engineers good for anyhow?' were featured along with tidbits of interest and nonsense.

In May, 1952, the first issue of Tek Talk or 'the paper' as it was called then, was printed on a new multilith machine purchased just before then for the anticipated lithograph requirements for catalogs, etc. First the copy was typed on a special IBM machine, which allowed the operator to preset even margins. The copy, photographs, and headlines were pasted together and sent to town to be photographed on the special mats which could be loaded on the multilith and reproduced to become—our paper.

Blanche Cook became Editor starting with Volume 1., Issue no. 2., in December, 1951. Six pages long, and the items of interest are indicative of the progress we're all so proud of: by then there were 19 in Test—just think! Now there are 74! There were 11 young ladies in the front office, now there are 28. Transformers had 10 people working on night shift. Tektronix charity solicitation amounted to a total of \$4177.50 in 1951. Then it was divided between Community Chest, March of Dimes, American Cancer Society, American Heart Association and American Red Cross. We conducted a united, single, charity solicitation then, as now. We were the first to use this method of charity solicitation, and interest was expressed in it by other firms.

Selection of a name for 'the paper' was made from employee suggestions: The top five names for the paper are listed in order of their selection: Tek Talk, The Scope, Tektronical, Chassis Chatter, and Scope Scoop. The name Tek Talk first appeared on the January, 1952, issue.

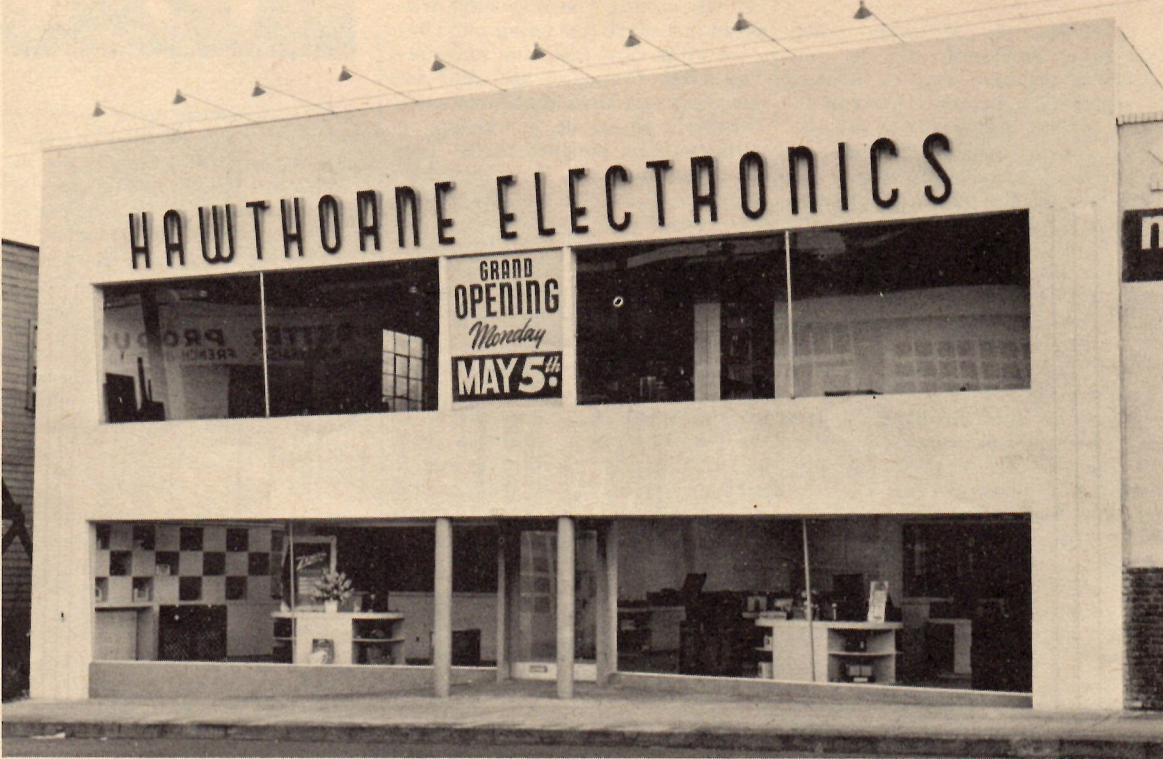
* * *



Milt Bave



Pictured at Christmas Party in 1949 L. to R. in back: John Larsen, Doris Owens Kelly, Vivian Crawford, Bob Herren, John Taylor, Bob Fitzgerald, Virginia Levens, Dick Schmidt, Dick Ropiequet, Ed Stowe, Wendell Ferland, Bob McHugh, Francis Frost. Front row: Faye Holiday Riaz, Ruby Carter, Aileen Simmons Egan, Wes Wycoff, Jim Kelly, Lee Penson (in front of Jim), George Roussos, Al Briggs, Ray Greco, Deane Kidd, Jack Henderson, Cy Woodworth.



This picture was taken on May 5, 1947 of the Building at 712 S. E. Hawthorne Ave., Portland, Oregon, which was built to Howard and Jack's specifications. Tektronix occupied the upstairs area; the first floor was turned over to Hawthorne Electronics, which is still situated there. Tektronix moved to the present used office space while Tektronix was there. location in the summer of 1951. Two other firms also



FIRST ASSEMBLY DEPARTMENT AT TEKTRONIX

Pictured here is the second batch of ten 511's. L. to R.: Milt Bave, doing mechanical assembly; Harold Kanter at this time, was building a special instrument for the U. of O. Med. School. Generally he did the unit wiring and final; Mrs. Milt Bave, cables and unit wiring; and Howard Gault, shop and final.

Shortly after this picture was taken, improvements of more lights and

an overhead trolley for soldering iron cords, was installed. The trolley extended from one end of the room to the other. Everyone walked around the tables soldering, moving like a Merry-go-round. This resulted in the soldering iron cords resembling a May-pole, and everyone had to stop for a while to unwind iron cords.

On the third batch of scopes, they

started a regular assembly line program with several people, each putting in a separate wire, going around the table. Then they went all around again putting in another wire. This proved very unsatisfactory, needless to say.

Please not the stock-room in back of Milt. They just counted pieces to see if there was enough to build something they needed. No special inventory was kept.



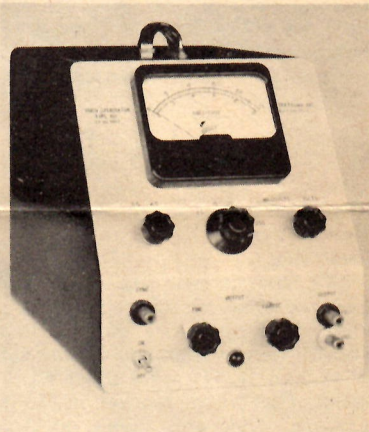
Another group at the party are, L. to R., back row: Jack Day, Grace Gasser, Bill Lee, June Bullock, Rose Avery, Barney Gregory, Donald Hall, Thelma Roos, Roger Carter, Lowell Hadley, Chuck Noland, Jack Murdock. Next Row: Lou Witter, W. K. Dallas, Joan Richards Yergen (Archie's wife now), Logan Belleville, Charles Jay, Bea Stromberg, Milt Bave and Dick Rhiger.

A FEW FIRSTS:

- Howard Gault, oldest person here in terms of employment, was hired on April 16, 1947. Howard did lots of things: Sheetmetal; pre-fabrication; welding; painting, wrinkle and otherwise; unit-wiring; final; and shipping; receiving; carpentry and cabinet making; built first wooden carton used for shipping the first 511, from 712 S.E. Hawthorne, Portland, Oregon.
- Grace Gasser (Chuck Gasser's wife) made the first cup of coffee for the coffee-break.
- 511 No. 102 was the first scope shipped on June 5, 1947, to Brujac Electric Corp.

- First instrument manufactured by Tektronix, Inc., was a Video-Calibrator designed by Howard Vollum.
- First exhibition at the 1947 IRE Trade Show in New York.

- First 'Scope Class' began in April of 1952. Some of the names listed for it, were: Bob Cogan, Juri Kauk (Harda's husband), John Matthews, Scotty Pyle, John Kobbe and Miles Tippery. Logan Belleville and Howard started them off by giving advice from their vast experience. The vertical amplifier was first design consideration. Each section was to be taken up in turn, and, of course, the finished product was a scope.



Video Calibrator #101 — first type instrument designed by Howard to be marketed by Tektronix.

This is one of the first things we've lost!

The first Christmas Party in 1949, was complete with Charles 'Sandy' Sanford dressed for the occasion in a Santa Claus suit, complete with pillow (?). He distributed the bonus checks for the year. Tektronix had the same bonus system as now, but it was paid once a year.

Frank hood took the picture using what daylight he could from the north window upstairs in the (then) new building. He took a 5 second time exposure (and George—you moved!) Some of the boys had already left before these pictures were taken, those not included being: Bob Davis, Frank Hood, Labell Doster, Leola Jagelski, Paul Belles, Betty Trask, John Rieschel, Pius Scheer, Hazel Davis, Kate Probstfield, and George Scott (off to spend his extra money). Also, Miles Tippery, Ivan Arnold, Merle Miller, Gordon Sloat, Les Purcell, Bob Strutz, Howard Gault, Helen Ross, John Thomas, and Chris Larsen.

Please note Jim Kelly's Schmo--

Looking Ahead for Retirement

Investment for your retirement should be made by you as well as by your retirement trust. Your retirement will be more satisfactory if you plan and prepare to retire 'to something' rather than 'from something'.

Tektronix is planning to assist in making your retirement financially satisfactory by contributing part of the profit from operation to your retirement trust. If this money did not increase thru investment, it would be worth more to you if paid to you now.

The Administrative Committee, which has the responsibility for investing your retirement fund, was increased from four to six last spring. Dick Ropiequet, Chief Engineer and Bob Davis, Production Manager were added to the committee. The other members are Jack Murdock, Tektronix Secretary-Treasurer; Bob Fitzgerald, Purchasing Agent; Derrol Pennington, CRT Production and Engineering; and Don A. Ellis, Controller.

This committee is attempting to base its investment policy on its feeling of the philosophy of Tektronix people. Since you are willing to take this risk with your income by working at Tektronix, a profit-sharing company, where your income fluctuates with the prosperity of the company, for the possible reward of a better living, you are undoubtedly willing to take some risk with your retirement income to provide a better living when retired.

If we were satisfied with 2½% investment return, we could invest in insurance policies with little effort on our part. If we thought 3% was enough, we could invest in good grade bonds with little more effort. But we are sure you prefer expending

considerable effort, and taking some risk to earn a substantially higher return.

Therefore, the following policy has been developed. Up to one-fourth of the fund may be invested in real estate, the only a small investment has been made so far. Another fourth may be invested in small local businesses, where we have faith in the people responsible for making those businesses a success. We have invested in two more of these this year. One makes the interior-illuminated "ONE WAY" and other similar traffic signs you see profusely in Portland. The other makes radio and communication equipment in Salem.

All funds not invested in real estate or local businesses are invested in marketable securities. At present, and whenever the stock market seems at high levels, one half these funds will be invested in savings accounts, bonds and preferred stocks which yield rather low earnings, but resist decline in value. The other half is invested in common stocks of well known companies which offer much better investments earnings, both in the form of dividends and gain in market value of the securities held, but also risk decline in value. When the stock market seems to be at low levels, the percentage invested in stocks will be increased considerably above half.

If you wish you knew more about investments, you may visit or join one of the six investment clubs which have been formed by Tektronix employees during the last year to study and to invest.

Probably late in February you will receive a statement of the amount in your retirement account, which will also list the investments of the trust fund as of the end of '55.

IBM Aids Purch.

If you heard the two desk size machines rattling away in purchasing last month, you may have wondered just what was going on. These were IBM card punching machines. The IBM Company has sent two operators and their machines out to Tektronix to set up purchasing requirements on punched cards. During their short stay, these girls have recorded all our purchased parts and their usages, in card form. Now they have returned with the cards, to the IBM plant. Each month we will send them a list and number of instruments that we intend to build in the following three months. IBM will then process our cards through their automatic calculators and printing machines and return to us the complete bill of materials (type and quantity of parts) required to produce a schedule of instruments. The buyers will then be able to review all their inventories and needs within two days of the publication of a production schedule.

Up until now, this has been by hand calculation. With each new instrument, the number of calculations has increased by 100 to 2000 or more, until now, it takes almost a month to determine requirements — by that time we are usually too late to avoid many of the shortages. This new method will provide a means by which we can immediately pinpoint parts in short supply — it will also enable us to cut down stocks of material that we maintain in extra large quantities because we cannot afford errors in anticipating future production needs.

This automatic processing is another step to minimize the tedious, repetitive paper work that grows with the increase in flow and types of material. Unfortunately, the paper work seems to grow a little faster than that which it represents. Fortunately, there are mechanical means available to relieve people of the monotonous, endless details involved in much of the paper work and afford them time for the more important aspects of getting materials into your hands in time, and at the most economical cost.

RE: Income Tax Returns

A reader's query about income tax refunds prompts these observations from the federal tax collector:

Most refund claims are paid by the Government within a couple of months after the filing deadline. A taxpayer who hasn't yet received his refund can suspect his request has been overlooked — or that his return is getting extra scrutiny. He can write the district director to check.

Returns on which a refund is requested don't necessarily get an added going-over. If a refund seems at all out of the ordinary, though, chances are the tax collector will take a second look. —U.S. News & World Report Nov. 4, 1955.

Condolences

Our sympathy to Lois Scott whose father, Asa Mack, passed away on January 24th.

Our sincere sympathy to Irene Wilson, whose mother, Mrs. Anna McPeak, passed away on the twenty-eighth of January.

Questions & Answers

Q: Would it be possible to have quarterly reports on the activities of the Retirement Trust? As this, I think, would help to create added interest in our Retirement Trust.

Ken Walling

A: The Administrative Committee will be glad to post or publish information for which there is general interest indicated.



Shipping department took the challenge from Scott Foster of purchasing. Scott didn't think they could ship 800 scopes in January, and bet them a box of candy and a box of cigars, on the strength of it. Tuesday, January 31st, there was a cloud of cigar smoke floating all through shipping area and Bufferin doled out for the toothaches. Front office enjoyed the box of candy very much too. Dick Schmidt has made an offer of some more candy for next month. Watch those calories, fellas!

Fran Woodruff, mechanical assembly, included more interesting places during her vacation in California. Disneyland, San Miguel, Capistrano, Capitol Hill with all those \$\$\$\$ oil wells, to name a few. Of course, her side trip over the Mexican border was fun, too. She picked out presents of ear-rings, cigarette lighters, etc. for everyone in her group. And her son brought home 'bull' banks for his friends. They are huge pottery bulls, well over a foot high, but believe it or not, they cost \$.50. She remarked they just beat the floods going down, but had to take the long way home. They detoured around Yuba City and the flood area, but could see helicopters flying over it. 5 detours and two flooded places were the worst she saw. She visited friend in San Diego during the Holidays. Two were school chums of her's when she lived in North Dakota.

'The Scoop' - so to speak Paul Tripp and his pal Ade Haffner became owners of 'Bills's Ice Cream Store' in Beaverton on January third. 24 dee-lish-uss flavors, generously packed, open 11:00 AM till 10:00 PM Tuesday thru Saturday and 1:00 PM till 10:00 PM Sunday, but closed Monday were a few of the things we learned in his extolling of the virtues of their business.

When asked if he was thinking of leaving Tektronix to take an active part in the business, Paul stated that, 'I am too happy with my



Lillian Walker, cable department, announced the arrival of Kim on January 12th. Lillian has four boys now. One more to go for basketball team or a five-piece combo. A little girl would have been wonderful, but look at all the experience Lillian has to go on with Johnny, Bill, and 'Punky'.

Everyone was so pleased to hear about the arrival of Gregory Paul, son of Dick (eng.) and Marge Tollisen. He arrived on January 22nd in time for dad to pass out cigars and candy that day. He's their first youngster, by the way, which means mom and dad must decide whether to spoil him or make him toe the line. Even it up with a little of both — it's more fun that way!

Wayne Christensen, shop, announced 'It's a boy' on January 22, also. Wayne's daughters, Diane 5½ and Julia 3, are looking forward to brother Larry's future care. Practice on dollies is fine, but brothers are better when it comes to playing house.

Norma Harada, field engineering, and husband, Frank, flew to Butte, Montana, to get a new little son, Eugene. He's 18 months old and just right for cuddling and playing.

work and associations with everyone here to even consider leaving.

The former owners, Mr. and Mrs. Bill Johnson, are teaching the boys all of their recipes so that customers will receive the same quality ice-cream as in the past. Sounds good, fellows, we'll be over!

Irene Garvey was gifted with a pink blouse with pearl trim and pearl bracelet and matching earrings when she terminated early in January. Her three youngsters are sharing her attention, now, much to their delight, and Irene is enjoying them as much. Little Joe is getting plump as a butter-ball and will soon outgrow the cap and sweater and daron suit he's supposed to dress up in on Easter.

Newton Phillips, stock, left Tektronix early in January upon the death of his father-in-law and the consequent illness of his mother-in-law. Perhaps he can come back in the near future.

It looks as though Will Marsh is going to get his wish for an added dozen pretty new girls in front office. Dorothy Van Maren, Irene Foxton, Katey Case, Judy Giesbers, Helen Solem, and Gloria Hanna have been added in the last four months. Norma Harada was here just long enough for everyone to become well acquainted with her and then news came about Eugene, her new little son she and her husband, Frank, could adopt. Jean Hansen has transferred to production, but she'll be in close contact as she's just on the other end of customer service. Gloria Hanna is the new voice you hear over the telephone and loud speaker system. This along with other duties, of course. Katey Case and Helen Solem are practically stirring up a 'breeze' getting out the invoices on the 'upped' shipping schedules. Dorothy Van Maren is assuming the work Jean Hansen was doing in parts and secretary to Jack Day; Irene Foxton and Judy Giesbers are invoicing replacement parts.

The new parents are delighted, and plans are going thru rapidly to supply little Gene with everything he could want. Norma is going to stay home and enjoy being a mother and companion to him. Daddy can use some help with his study of Optometry at Pacific University in Forest Grove, too. Congratulations, both of you, Gene has some wonderful parents. Girls in the front office held a Kaffee-Klatsch and gifted her with a red and white snow-suit to bring him home in.

Jim Peabody's little girl, Cindy — Cynthia Faith is her full name — is getting along fine. Cindy arrived on January 24th, and her troubles started as soon as she was born. Prompt and skillful surgery pulled her thru, tho, and there's no further indication of any other problems. She's gaining back the weight she lost, and is active and happy as can be. Good health, Cindy!

Everyone was surprised to hear of the early arrival of Rose and Burt Avery's second little girl, Susan Marie. Rose's friends had held a farewell party for her on Saturday, February 4th, and gifted her with a lovely bed jacket. Susan arrived on February 6th, six weeks ahead of time, so Rose can wear her lovely bed-jacket right away.

Little Boys
A series
Of queries.

To: Portland—Em, etc.
From: Taffy—Albuquerque
Dear Em,

We have a nice big office here and are thinking of opening up a roller skating arena in the back room. There's a doctor on one side of us, and vacant office space on the other. Our friend Margie, in the insurance office two doors up, who has been looking after things while we're not here, says that yesterday some prospective tenants were looking it over. They were from the Allen I Williams Co. and told her that they were our competitors. This was news to us, naturally, so were quite interested to find their ad in **The Blast**. (My, but that's a picturesque title, isn't it.)

After a good deal of clomping around looking at apartments (Taffy couldn't decide whether to live near the Air-base or the University)

I finally found a nice one just about a block from the office, so my home address is now Apt. 7, 204 Jefferson St. N.E., Albuquerque, N.M. However, any little things like checks or checks could just as well be sent to the office.

This New Mexico is really a fine place. I've never seen such friendly people who are so sincerely interested in seeing that you like their town and state. Last night I was taken in hand by friend Margie of the insurance office and her gentleman friend and his son, and they took me to a Mexican restaurant in Old Town. Man, that Mexican food! Today I'm being very careful to keep a good distance away from people I talk to—with the fire I've got inside me I'd probably singe the hair off their heads at twenty paces.

My price book, etc. that Fran (Egan) sent arrived this week. It's a good thing we thought of a catalog—without that one we would be completely without. Next week when we really get started doing something here, we'll see just what we do and don't have, so start checking the southwestern sky for some smoke signals.

My trip down here was fine. I didn't leave until the 3rd, which was the day after all that trouble in the Gorge, and by then the roads were pretty fair. I didn't need chains or any other equipment that everyone insisted I carry, but I did have the snow tires.

Well, I'd best get back to my little adobe hacienda and see if I can't make some sense out of all that confusion—I'm still not completely settled. We'll be waiting and eager to hear from you all.

Regards,
Taffy

P.S. My 'Personal effects' were here waiting for me when I arrived and were in fine shape. Jim and the other fellows did a fine job.

Mr. E. Risk, Chief Engineer
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