ACTIVITIES OF THE COMMITTEE ON PUBLIC INFORMATION

THE LIBRARY OF CONGRESS
The Activities of the Committee on Public Information

ISSUED BY
THE COMMITTEE ON PUBLIC INFORMATION

THE SECRETARY OF STATE
THE SECRETARY OF WAR
THE SECRETARY OF THE NAVY
GEORGE CREEL
EXECUTIVE ORDER

I hereby create a Committee on Public Information, to be composed of the Secretary of State, the Secretary of War, the Secretary of the Navy, and a civilian who shall be charged with the executive direction of the committee.

As civilian chairman of the committee I appoint Mr. George Creel. The Secretary of State, the Secretary of War, and the Secretary of the Navy are authorized each to detail an officer or officers to the work of the committee.

April 14, 1917.

Woodrow Wilson.
ACTIVITIES OF THE COMMITTEE ON PUBLIC INFORMATION

THE WHITE HOUSE,
Washington, January 14, 1918.

My Dear Mr. Creel: I have just finished reading the report of the Committee on Public Information which you were kind enough to bring me last week, and I want to say how much it has gratified me and how entirely the work being done by the committee meets with my approval. I have kept in touch with that work, piece by piece, as you know, in our several interviews, but had not realized its magnitude when assembled in a single statement.

I feel confident that as the work of the committee progresses it will more and more win the public approval and confidence.

Cordially and sincerely, yours,

Woodrow Wilson.

Hon. George Creel,
Chairman Committee on Public Information.

COMMITTEE ON PUBLIC INFORMATION,
Washington, D. C., January 7, 1918.

The President,
The White House.

My Dear Mr. President: As will be seen by the accompanying report, the Committee on Public Information has grown to be a world organization. Not only does it touch every part of the great machinery that coordinates the forces of America for victory, but it carries the meanings and purposes of America to all peoples, making the fight for public opinion in every country.

Besides the daily war news, which it issues to the whole press of the country, it supplies some 30,000 newspapers with feature articles, a weekly news service, and governmental publicity material of all sorts.

It has prepared and printed for distribution to all parts of the world 18,000,000 copies of 15 different pamphlets in seven languages.

It conducts speaking campaigns in every State of the Union, arranges meetings, books speakers, conducts war conferences, and organizes tours; and in the Four Minute Men alone it commands the volunteer services of 15,000 public speakers.

It has wireless and cable news service that is being extended to every capital in Europe, Scandinavia, the Orient, South and Central America, and Mexico, and a feature-article service of similar proportions.
It sends to foreign countries motion-picture exhibits showing America's social, industrial, and war progress. It has mobilized the advertising forces of the country—press, periodical, car, and outdoor—for a patriotic campaign that will give $30,000,000 worth of free space to the national service. It designs posters, window cards, and similar material of pictorial publicity for the use of various Government departments and patriotic societies. It prepares moving-picture films showing our war progress and exhibits them to hundreds of thousands of people daily. It issues an official daily newspaper for the Government, with a circulation of 90,000 copies a day.

With the aid of a volunteer staff of several hundred translators, it keeps in direct touch with the foreign-language press, supplying selected articles designed to combat ignorance and disaffection. It has organized, and now directs, a round dozen of societies and leagues designed to appeal to certain classes and particular foreign-language groups, each body carrying a specific message to its section of America's adopted peoples.

It acts as a bureau of information for all persons who seek its direction in volunteer war work, in acquiring knowledge of any administrative activities, or in approaching business dealings with the Government. It supervises the voluntary censorship of the newspaper and periodical press. It establishes rules and regulations for the cable censorship with respect to press dispatches. It prepares and distributes, advises upon, and censors photographs and moving pictures to the number of more than 700 a day. It has only 250 paid employees, but it directs and coordinates the patriotic work of 5,000 volunteer writers and artists and 20,000 public speakers.

To carry on its multifarious activities in the United States, it has spent from its beginning in April, 1917, down to December 31, 1917, $119,821.96 for salaries and $325,713.20 for all its other expenses.

This remarkable showing has been made possible by the generous cooperation of patriotic groups and individuals, the sacrifice of volunteer workers, and the devotion of others in accepting service at half the salary received in private employment.

It is not an economy, however, that can be or should be maintained. I can assure you that the country, as a whole, is behind the war, but in every section there is a vast amount of ignorance and misunderstanding that may possibly fester and inflame. Forces of dissension and disloyalty are steadily at work, and particularly is this true among the foreign population. We shall not discharge our full duty to the national defense until we have reached every community in the United States by written or spoken word or motion picture; until every individual, native, naturalized, or alien, has it seared into his consciousness that this war is a war of self-defense, and that it has got to be master of his every thought and action.

Our greatest need, however, is in other lands. England and France attach prime importance to educational and informative campaigns,
and Germany, I am credibly informed, spent $3,000,000 a month in Russia alone. For years the United States has been known to the rest of the world through dribbles of information supplied by foreign news agencies, and as the result there is not a country that has any exact or comprehensive idea of American life, activity, or ideals. This ignorance has lent itself with peculiar effect to the lies of the enemy, and there is no work more important than this fight for better understanding and a more intelligent public opinion.

Much has been done, but it can only be regarded as experimental. Machinery has been created and tested, and we are now able to commence 100 per cent operation in all confidence. It is for this that I ask sanction. There is no detail in connection with these activities that we shall be ashamed to reveal. No paper will be subsidized, no official bought, and no corruption employed.

From a thousand sources we hear of the wonders of German propaganda, but my original determination has never altered. Always do I try to find out what the Germans are doing, and then I don’t do it. Even if the very loftiness of our war aims did not command honesty at every point, I have the conviction that corrupt methods work their own destruction.

Russia is a case in point. For years, first secretly and at last quite openly, Germany had poisoned the people with lies, yet within the short space of a few months our own open publicity campaign was able to work a fundamental change in public sentiment. We do not argue or exhort or censure, but confine all activities to a plain, straightforward presentation of our aims, our purposes, and our ideals. We have nothing to fear from the truth; it can be made our principal weapon.

May I ask that you permit me to have copies of this report printed and sent to the press? A policy that is absolutely open will preclude confidential arrangements, to be sure, but it is best to forego a certain percentage of effort rather than that the whole should be weakened and impaired by suspicions and distrusts.

Respectfully,

George Creel, Chairman.
Edgar G. Sisson, Associate Chairman.

THE VOLUNTEER CENSORSHIP.

Despite general opinion, censorship plays but a small part in the work of the committee.

The desires of the Government with respect to the concealment from the enemy of military policies, plans, and movements are set forth in certain specific requests. No law stands behind them. Their observance rests entirely upon honor and patriotism. There are violations, as a matter of course, and papers holding to the unwritten agreement have suffered injury from papers less careful and less honest, but, on the whole, the press has responded in the same spirit of unselfish service that animates the firing line.

The continuing weak spot is due to a persistent misunderstanding in the matter of regulation. When a violation occurs, such papers as have observed the agreement straightway demand that rebuke be
administered or penalty inflicted. Yet on the printed card that carries the desires of the Government there appears this significant paragraph:

These requests go to the press without larger authority than the necessities of the war-making branches. Their enforcement is a matter for the press itself.

The bargain is the bargain of the press, and it must of necessity provide its own discipline. As it is realized, however, that the requests of the Government are concerned with human lives and national hopes, as it is driven home that the passing satisfaction of a news item may endanger a transport or a troop train, the voluntary censorship grows in strength and certainty.

WHAT THE GOVERNMENT ASKS OF THE PRESS.

The desires of the Government with respect to the concealment from the enemy of military policies, plans, and movements are set forth in the following specific requests. They go to the press of the United States directly from the Secretary of War and the Secretary of the Navy and represent the thought and advice of their technical advisers. They do not apply to news dispatches censored by military authority with the expeditionary forces or in those cases where the Government itself, in the form of official statements, may find it necessary or expedient to make public information covered by these requests.

For the protection of our military and naval forces and of merchant shipping it is requested that secrecy be observed in all matters of:

1. Advance information of the routes and schedules of troop movements. (See par. 5.)

2. Information tending to disclose the number of troops in the expeditionary forces abroad.

3. Information calculated to disclose the location of the permanent base or bases abroad.

4. Information that would disclose the location of American units or the eventual position of the American forces at the front.

5. Information tending to disclose an eventual or actual port of embarkation; or information of the movement of military forces toward seaports or of the assembling of military forces at seaports from which inference might be drawn of any intention to embark them for service abroad; and information of the assembling of transports or convoys; and information of the embarkation itself.

6. Information of the arrival at any European port of American war vessels, transports, or any portion of any expeditionary force, combatant or noncombatant.

7. Information of the time of departure of merchant ships from American or European ports, or information of the ports from which they sailed, or information of their cargoes.

8. Information indicating the port of arrival of incoming ships from European ports or after their arrival indicating, or hinting at, the port at which the ship arrived.

9. Information as to convoys and as to the sighting of friendly or enemy ships, whether naval or merchant.
10. Information of the locality, number, or identity of vessels belonging to our own Navy or to the navies of any country at war with Germany.

11. Information of the coast or anti-aircraft defenses of the United States. Any information of their very existence, as well as the number, nature, or position of their guns, is dangerous.

12. Information of the laying of mines or mine fields or of any harbor defenses.

13. Information of the aircraft and appurtenances used at Government aviation schools for experimental tests under military authority, and information of contracts and production of air material, and information tending to disclose the numbers and organization of the air division, excepting when authorized by the Committee on Public Information.

14. Information of all Government devices and experiments in war material, excepting when authorized by the Committee on Public Information.

15. Information of secret notices issued to mariners or other confidential instructions issued by the Navy or the Department of Commerce relating to lights, lightships, buoys, or other guides to navigation.

16. Information as to the number, size, character, or location of ships of the Navy ordered laid down at any port or shipyard, or in actual process of construction; or information that they are launched or in commission.

17. Information of the train or boat schedules of traveling official missions in transit through the United States.

18. Information of the transportation of munitions or of war material.

Photographs.—Photographs conveying the information specified above should not be published.

These requests go to the press without larger authority than the necessities of the war-making branches. Their enforcement is a matter for the press itself. To the overwhelming proportion of newspapers who have given unselfish, patriotic adherence to the voluntary agreement, the Government extends its gratitude and high appreciation.

Committee on Public Information,
By George Creel, Chairman.

January 1, 1918.

Division of News.

Director, J. W. McConaughey.

The committee, at the time of its appointment, had as its chief purpose the coordination and control of the daily news of military operations given out by the Army and Navy. The work is now being done by the Division of News. It is the sole medium for the issuance of official war information, and now acts not only for the Army and Navy but for the Department of Justice, the Council of National Defense, the War Industries Board, the War Trade Board, and the Alien Property Custodian. It has its sworn representatives in the war-making branches of the Government, trained newspaper men,
whose duty it is to open up operations to the inspection of the people as far as military prudence will permit. The committee believes that public support is a matter of public understanding, and it is the duty of the division to take deadwood out of the channels of information, permitting a freer, more continuous flow. This is not the simplest thing in the world. On one hand is the press, impatient of reticence and suspicious of concealments, and on the other hand we have generals and admirals reared in a school of iron silence. Both, however, are in process of education. The press is commencing to realize our honesty of purpose, and the military experts are growing to have an increasing faith in the power of absolute frankness. The Army and Navy, through this Division of News, have pledged themselves to give the people instant and honest announcement of all casualties, all accidents, all disasters. We do not have to conceal reverses because we do not have to fear for the courage of America.

In the progress of this work the division has formed several independent departments whose business it is to supply specialized needs of various sorts. About 14,000 country newspapers are being furnished a weekly service of condensed war news of two or three columns in length. About 2,000 papers in the smaller cities will soon be receiving a similar service. The matter is sent largely in plate form, the newspapers bearing the expense of plate and ready print.

The News Division is organized to render its service day and night. There are 17 paid employees. It has spent $25,422.74 for salaries and $2,125.52 for all other expenses.

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DIVISION OF CIVIC AND EDUCATIONAL COOPERATION.

Director, Guy Stanton Ford,
Dean of the Graduate School, University of Minnesota.

The Division of Civic and Educational Cooperation prepares pamphlets upon the war for world-wide circulation. It commands the voluntary services of more than 3,000 writers, chiefly college professors, historians, and publicists. It has now issued 15 different pamphlets setting forth America's side of the controversy that led to the war, explaining this country's objects and methods in prosecuting the war, and exposing the enemy's misrepresentations, aggressions, and malpractices. Up to December 31, 1917, the following pamphlets had been printed:

Red, White, and Blue Series:

<table>
<thead>
<tr>
<th>Title</th>
<th>Copies</th>
</tr>
</thead>
<tbody>
<tr>
<td>How the War Came to America</td>
<td>4,533,250</td>
</tr>
<tr>
<td>English</td>
<td>237,500</td>
</tr>
<tr>
<td>German</td>
<td>70,750</td>
</tr>
<tr>
<td>Bohemian</td>
<td>80,000</td>
</tr>
<tr>
<td>Polish</td>
<td>97,809</td>
</tr>
<tr>
<td>Italian</td>
<td>14,500</td>
</tr>
<tr>
<td>Spanish</td>
<td>30,000</td>
</tr>
<tr>
<td>Swedish</td>
<td></td>
</tr>
<tr>
<td>National Service Handbook</td>
<td>148,360</td>
</tr>
<tr>
<td>Battle Line of Democracy</td>
<td>9,980</td>
</tr>
<tr>
<td>The President's Flag-Day Address</td>
<td>5,927,000</td>
</tr>
<tr>
<td>Conquest and Kultur</td>
<td>100,000</td>
</tr>
<tr>
<td>German War Practices, Part I</td>
<td>100,000</td>
</tr>
</tbody>
</table>
War Information Series:

<table>
<thead>
<tr>
<th>Title</th>
<th>Copies.</th>
</tr>
</thead>
<tbody>
<tr>
<td>War Message and Facts Behind It</td>
<td>1,658,250</td>
</tr>
<tr>
<td>The Nation in Arms</td>
<td>1,052,500</td>
</tr>
<tr>
<td>Government of Germany</td>
<td>1,093,000</td>
</tr>
<tr>
<td>The Great War: From Spectator to Participant</td>
<td>1,088,000</td>
</tr>
<tr>
<td>A War of Self-Defense</td>
<td>715,600</td>
</tr>
<tr>
<td>American Loyalty, by American Citizens of German Descent</td>
<td>278,000</td>
</tr>
<tr>
<td>American Loyalty (German translation of above)</td>
<td>337,500</td>
</tr>
<tr>
<td>American Interest in Popular Government Abroad</td>
<td>489,000</td>
</tr>
<tr>
<td>Home Reading Course for Citizen Soldiers</td>
<td>251,000</td>
</tr>
<tr>
<td>First Session of War Congress</td>
<td>271,900</td>
</tr>
</tbody>
</table>

Total: 18,553,890

This total does not take account of hundreds of thousands of copies printed and distributed by corporations and individuals at their own cost. And the number, while seemingly large, may not be considered as other than a preliminary distribution. The United States must be covered, and foreign countries have just commenced to be touched. From now on our deliveries will average 100,000 a day.

The following pamphlets are now in press:

**German Treatment of Conquered Territory: Part II of “German War Practices.”**

**The German War Code:** Contrasted with the war manuals of the United States, Great Britain, and France.

**German Militarism and Its German Critics:** Covering the Rosa Luxemburg trial and the Zabern incident.

**Why Labor Supports the War.** By John R. Commons.

**War Cyclopedia:** A handbook for ready reference on the Great War.

The following are some of the publications which are in course of preparation:

**Neutral Europe and the U-Boat.**

**The President’s Reply to the Pope:** German, Spanish, and Portuguese translations.

**Thinking It Through.** By Prof. Charles Beard.

**Pan-Germanism and America:** Spanish and Portuguese translations of section 14 of “Conquest and Kultur.”

**War Organizations:** A description of the powers, purposes, and controlling personnel of special war organizations.

**The War for Peace:** Expressions of pacifists on the issues of the war. Edited by Arthur D. Call, editor of the Advocate of Peace.

**German Intelligences as a System.** By S. S. McClure, E. E. Sperry, Wallace Notestein, Samuel Hopkins Adams.

**Syllabus for the Study of the War:** For schools, colleges, and clubs.

**American and Allied Ideals.**

**Why America Fights Germany.**

The division has had the assistance of 40 or 50 college men, all giving their services as unpaid volunteers, with the exception of about 10, whose expenses were paid during the period of a few weeks each in which they stayed in Washington. Besides these, cooperation has been given by the National Board of Historical Service, through which body literature has been distributed for study in schools and colleges.

The Historical Board, at the instance of the division, is also stimulating the study of the war by teachers, pupils, and communities by means of a series of prizes for essays by teachers; arranging the publication of some 40 articles dealing with the teaching of history in the four main fields, with special reference to the war; and preparing to give in each cantonment a series of six lectures on the historical and geographical backgrounds of the war.
Six great associations of universities and colleges, through their officers, are cooperating to distribute to their faculties and students the publications of the division. The work is taking on such large proportions that it has been placed in the special charge of Dean Olin Templin of the University of Kansas, the complete idea being to mobilize the country's great institutions of learning.

Through the Bureau of Education and the State superintendents, teachers of public schools are receiving the division's publications together with directions as to how they may be obtained for use in the classes. The Boy Scouts are being used as a distributing agency, and a plan is nearing completion that will make every rural free-delivery carrier a distributor. Through these agencies millions of pupils and homes will be reached. Summer sessions, teachers' institutes, and similar gatherings were used in the summer of 1917 to bring before those in attendance both the division's literature and the national cause by lectures and addresses.

Other organizations assisting in effective distribution are the Department of Agriculture, the American Federation of Labor, the Department of State, the Chamber of Commerce of the United States, the Young Men's Christian Association National War Council, the American Library Association, the State defense councils, Members of both Houses of Congress, and the political parties. Besides the usual newspaper notices given when pamphlets have been released, the last two, Conquest and Kultur and German War Practices, as well as the Flag Day Speech (with annotations) and the War Message (with annotations) have been published serially in many papers throughout the country.

The division has eight paid employees. It has spent to December 31, 1917, $8,563.37 for salaries, and for printing, distribution, and all other expenses, outside of salaries, $104,539.20.

DIVISION OF SYNDICATE FEATURES.

Director, L. Ames Brown.

This division collects and issues informative and educational war articles. Some 50 American authors and as many college presidents and professors have volunteered for the work without pay. The division has been releasing a series of weekly articles by Samuel Hopkins Adams, Ellis Parker Butler, Booth Tarkington, Meredith Nicholson, Harvey O'Higgins, Herbert Quick, John Spargo, William English Walling, Mary Roberts Rinehart, Wallace Irwin, Richard Washburn Child, Samuel Merwin, Rowland G. Usher, Ralph D. Paine, Martha Bensley Bruere, Edward Mott Wooley, John Reed Scott, Prof. John Erskine, Prof. Eugene Davenport, Crittenden Marriott, James H. Collins, James M. Beck, Virginia Frazer Boyle, and many others. Some 75 important articles have been put out in the two months that the division has been at work, and this service has been given to more than 2,000 Saturday and Sunday papers in every part of the country.

The division has only three paid employees. It has spent to December 31, 1917, $2,613.88 for salaries and $2,784.15 for all its other expenses.
DIVISION OF FOREIGN LANGUAGE NEWSPAPERS.

Director, William Churchill.

The Division of Foreign Language Newspapers, working with 289 volunteer translators, follows closely every newspaper not printed in English, and serves the needs of the Department of Justice and the Post Office Department. Its more positive function, however, is concerned with the translation of pamphlets into the various languages and the preparation of editorial and news matter for publication in the foreign-language press of the United States. Particular attention is paid to the enemy-language press, and thousands of columns of patriotic matter have been printed as a result of its activities. The division also reads the papers received from Germany and Switzerland and supplies digests and verbatim translations to the Division of News and the Division of Syndicate Features.

The division has nine paid employees. It has spent $3,246.64 for salaries and $347.68 on all other expenses.

THE OFFICIAL BULLETIN.

Editor, E. S. Rochester.

The Official Bulletin is issued to assure the full and legal publication of all official announcements of Government heads in the course of governmental business. A free list was established by Executive order. It includes every Member of the House of Representatives and the United States Senate, the Supreme Court, the heads of all Government departments, the judiciary of the country, the mayor of every city, the governor of every State, all chambers of commerce and boards of trade, all colleges and universities, all libraries, every officer in the United States Army and every officer in the United States Navy, every post office in the United States, every daily newspaper, all large magazines, all Washington newspaper correspondents, the State councils of defense, art, literary and scientific bodies, and other bodies and committees, connected directly or indirectly with the Government of the United States.

A prohibitive subscription price of $5 a year was fixed for the general public so that the Bulletin might not be accused of competing with the private enterprise of newspaper publications. Nevertheless, the amount received from subscriptions increased from $1,644.20 in the month of May to $2,522.35 in the month of November. During the month of November, 1917, 2,240,000 copies, averaging 90,000 a day, were mailed to all parts of the world. Many thousand copies of back numbers have been reprinted on demand. A complete topical index, from May 10 to December 31, is being prepared for publication as a supplement in January.

All the work of publishing the Bulletin is done by an editor, an associate editor, a copy reader, two reporters, six clerks, and four messengers.

The Bulletin has cost the Government $10,163.77 in salaries up to December 31, 1917, and $103,399.52 for printing and all other expenses.

Against this it balances circulation receipts amounting to $15,594.47.
DIVISION OF WOMEN’S WAR WORK.

Director, Mrs. Clara Sears Taylor.

The division of Women’s War Work was established November 1, 1917, to encourage the war activities of the women of America and to act as a clearing house for information concerning their service. It collects news and writes articles about the work of American women in the war and issues this matter not only by wire but in a weekly feature service to 9,000 newspapers. It has prepared and distributed 75 such articles during the month of November. It maintains contact with 32 war boards and women’s organizations in Washington and assists them in their publicity. It keeps a reference department of war work for the use of women. It reports public meetings, obtains interviews, and collates news of war activities among the women here and abroad for purposes of education and direction.

It has a staff of eight paid employees. It has spent $1,090.04 for salaries and $450.25 for other expenses.

DIVISION OF FOUR MINUTE MEN.

Director, William McCormick Blair.

This division manages over 15,000 volunteer public speakers who address moving-picture audiences during intermissions. There are State chairmen in every State of the Union and Territorial chairmen in Alaska and Hawaii. Under the State chairmen there are more than 3,000 local chairmen directing the campaigns in their districts. The office expenses of State and local organizations are paid either by State councils of defense or by subscriptions of private citizens. The State and Territorial chairmen receive Government salaries of $1 a month. There is also a national advisory council of five members in various parts of the country who serve at a salary of $1 a month each.

Speaking campaigns have been conducted on the following subjects:

The Liberty Loan, May 22 to June 15, 1917.
The Red Cross Hundred Million Dollar Campaign, June 18 to 25.
Food Conservation, July 1 to 14.
Why We Are Fighting, July 23 to August 5.
The Nation in Arms, August 6 to 29.
What Our Enemy Really Is, August 27 to September 23.
Unmasking German Propaganda, August 27 to September 23, supplementary topic.
Onward to Victory, September 24 to October 7.
The Second Liberty Loan of 1917, October 8 to 28.
The Food Pledge Card Campaign, October 29 to November 4.
Maintaining Morals and Morale, November 12 to 25.
Carrying the Message, with supplement entitled “Facts,” November 26 to December 22.

The subjects are assigned by the director in Washington, who mails to the local chairmen bulletins of instructions with budgets of material containing the facts necessary for the preparation of an effective
speech. More than 100,000 have been distributed. Secretary of War Baker and Maj. Gen. Biddle, Acting Chief of Staff, have asked that the bulletins be sent to camp commanders as an aid to the officers in their talks to the men.

The Four Minute Men of the average town are the leading patriotic citizens of the community. They reach the "all-American" audiences of the popular movies. Their speakers are continually supervised and reported upon in order to insure their efficiency in presenting their subjects and interesting their audiences.

This division has 15 paid employees. It has cost the Government $5,705.69 in salaries up to December 31, 1917, and $12,813.34 for all other expenses.

DIVISION OF PUBLIC SPEAKING.

Director, Arthur E. Bestor,

President of Chautauqua Institute.

The Division of Public Speaking was formed to coordinate the efforts of a dozen or more national speakers' bureaus by establishing a sort of central clearing house for speaking campaigns, so that duplication of effort and overlapping of territory might be avoided. On the advisory committee are representatives of the Council of National Defense, Department of the Interior, National Community Center Association, Department of Labor, International Lyceum Association, International Association of Rotary Clubs, American Red Cross, National Committee of Patriotic and Defense Societies, National Security League, Association of Collegiate Alumnae, War Department Commission on Training Camp Activities, Young Men's Christian Association, War Council Committee on Lectures and Entertainments, American-Russian Chamber of Commerce, Church Peace Union, Chamber of Commerce of the United States, League to Enforce Peace, Department of Agriculture, Open Forum Council, and Food Administration.

The division has three chief activities. It fills requests for speakers and has approximately 300 noted volunteers on its lists. It routes throughout the country speakers of national and international reputation. And most important of all, it conducts State conferences to organize State campaigns, to determine local platform needs, and to cooperate with all State agencies in finding audiences and educating them in war-time problems.

To this end the division is organizing in each State a committee composed of representatives of the State council of defense, State division of the woman's committee, Extension Division of the Department of Agriculture, State department of education, extension division of the State university, State department of labor, State community organizer, chairman of the Four Minute Men, Federal Food Administrator, and all patriotic societies that have carried on effective speaking campaigns or have ready-made audiences.

The great aim of these campaigns is to reach the citizens of the smaller communities, particularly the farmer and the laborer, so as to bring home the meaning of the war to the whole country, to
educate even the most isolated communities in their patriotic duties, and to unite them in war-time work.

The work of the division is done by eight paid employees. It has spent $2,306.57 for salaries and $1,383.84 for all other expenses.

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**DIVISION OF PICTURES.**

**Director, Lawrence E. Rubel.**

The Division of Pictures issues permits for the taking of photographs of Government activities, decides what pictures may be published under the voluntary censorship, and distributes official photographs, drawings, pictorial records, motion pictures, War and Navy Department films and war films taken under the jurisdiction of foreign governments.

The division has arranged with representatives of the French Government for the exclusive issue of the French official war pictures. A like arrangement for the British official war photographs is now being made.

The division is aiding the distribution of still pictures by making them available to post-card manufacturers, calendar manufacturers, and art-goods manufacturers, and by selling them to schools, colleges, societies, and individuals at a nominal price. Sets of stereo-opticon slides are being prepared for the use of ministers, patriotic societies, lecturers, etc., and these sets will be put out with but a small charge to cover cost and breakage.

The distribution of official motion pictures is made by the American Red Cross, to whom the profits accrue.

The established motion-picture weeklies, however, are entitled to buy a certain amount of official film each week. The photographic syndicate industry has formed a board of representatives to deal with the Division of Pictures. A board of editors of the art sections of the New York papers has been formed for the same purpose. The division has also formed a committee of editors of the motion-picture weeklies, so that this great machinery of publicity is virtually at the committee's call.

It is a tribute to the patriotism of the photographic and motion-picture industries that this division, without a law of any kind behind it, enforces a censorship more effective than any in force in any other belligerent country. *No request has ever been ignored.*

The men and women in the division have all made financial sacrifices to work for the Government. There are eight paid employees. The division has spent $2,113.53 for salaries and $550.29 for all other expenses. Against this it balances receipts amounting to $2,493.56, and from now on should be self-supporting.

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**DIVISION OF FILMS.**

**Director, Louis W. Mack.**

This division was organized to make and distribute moving pictures to inform the American people about the purposes and progress of the Government's war activities. At first, the division had its
own staff of operators to take its photographs. Later arrangements were made to have this work done by the photographic division of the Army Signal Corps.

Distribution is carried on through the councils of defense in the various States; wherever the councils of defense are unable to take on the extra work of the distribution it is done by various patriotic committees or societies in the different communities. The films are shown at public meetings of all sorts to half a million people a week.

There are two kinds of service: First, the weekly service that distributes one new subject a week of educational or propaganda value; second, the feature service, whose pictures, comprising an evening's entertainment, are wholly of a propagandist character.

The films thus far distributed in the weekly service are:

The 1917 Recruit, 2 editions (training of the National Army).
The Second Liberty Loan.
Ready for the Fight (Artillery and Cavalry maneuvers).
Soldiers of the Sea (Marine Corps in training).
Torpedo Boat Destroyers (naval maneuvers).
Submarines.
Army and Navy Sports.
The Spirit of 1917 (the largest maneuver staged in America; an attack by the Jackies at Lake Bluff upon Fort Sheridan, Ill.).
In a Southern Camp (general Army maneuvers).
The Lumber Jack (showing the growth of the Lumber Jack Regiment for reconstruction work in Europe).
The Medical Officers' Reserve Corps in Action (showing the development of the Medical Corps and training).
Fire and Gas (showing maneuvers of the new Thirtieth Engineer Regiment).
American Ambulances (complete display of ambulance work).
Labor's Part in Democracy's War (labor-union activities in the war).
Annapolis (naval officers in the making).

There are now in process of manufacture the following:

Ship Building (construction of all types of ships).
Making of Big Guns.
Making of Small Arms.
Making of Uniforms for the Soldiers.
Activities of the Engineers.
Woman's Part in the War.
Men Who are Doing Things (portraying upon the screen, as far as possible, every person who is mentioned in public print as being active in war preparations).
The Conquest of the Air (airplane and balloon maneuvers).

The large-picture service has three pictures in the process of making:

(1) The Immigrant, to be released January 1, is a direct appeal to the immigrant, not only to become an American citizen but to feel his responsibility as a citizen.

(2) Columbia, portraying historical events in America and the growth of the democratic spirit of America that is now fighting the militaristic spirit of Germany.

(3) German Spies, to expose the methods of German propagandists in this country, to teach the public to refrain from talking carelessly, and to watch for those who are circulating rumors and false news.

The scenario department is in charge of Dr. George Pierce Baker. It is located at Harvard University, which institution has turned over
all its facilities, and has given Dr. Baker leave of absence on pay. Radcliffe College, with which institution Dr. Baker is also associated, has extended a similar courtesy to the division. Associated with Dr. Baker are Dr. Worthington Ford, secretary of the Massachusetts Historical Society; Prof. Carver, head of the economics department of Harvard University; and Messrs. Hollywood and MacAlarney, of the Pathé and Famous Players Companies' scenario departments.

Thus far, the pictures have been quite generally used for the purpose of giving benefits for the various war activities, particularly to raise money for the war camp community fund, Young Men's Christian Association funds, and local camp funds. At one showing alone, in Boston, at Symphony Hall, with only three days' preparation for the meeting, over $16,000 was raised for the war camp community fund.

All films are turned over to the Foreign Picture Service and sent to all countries.

The Division of Films is not in competition with members of the motion-picture industry, but endeavors to cooperate with them wherever possible. Its pictures are not put in motion-picture theaters except where these are especially engaged for the purposes of some war benefit. They are shown free, except where they are made use of for such benefits. Producers are encouraged to enter the field of making patriotic pictures, and many are taking advantage of the advisory functions of the scenario department.

The division has 17 paid employees. It has spent $5,226.38 for salaries and $15,452.22 for all other expenses. To balance this, contributions have been received from State councils and patriotic societies to the amount of $4,900—with $18,800 due in pledges. This division also will sustain itself in the future.

DIVISION OF PICTORIAL PUBLICITY.

Director, Charles Dana Gibson.

This division has mobilized the artists of the Nation for war service, and supplies every department of Government with posters, window cards, car cards, placards, and every other form of art appeal. These free gifts of famous men and women run high into the thousands already.


The division has recently achieved one paid employee. It has spent for salaries $277.51, and $49.61 for other expenses.
DIVISION OF ADVERTISING.

The Division of Advertising has just been formed to give the various departments of the Government an organized advertising service made up of the volunteer help of all the national advertising agencies in the country. Among the organizations already enrolled for patriotic service under the direction of the division are the Associated Advertising Clubs of the World, the Association of National Advertisers, the Associated Business Papers, the Periodical Publishers' Association, the National Advertising Advisory Board, the American Association of Advertising Agencies, the Agricultural Publishers' Association, the Bureau of Advertising of the American Newspaper Publishers' Association, and several leaders in the fields of poster, paint, and car-card advertising. These organizations now form a single patriotic organization for the purpose of rendering advertising service to the Government in all departments of its war work.

A board of five Federal directors has been appointed. They are William H. Johns (chairman), W. C. D'ArCY, Herbert Houston, O. C. Horn, and L. B. Jones. Plans are now being prepared for the effective use of the billboards and the advertising pages of the daily and periodical press in campaigns of national publicity. It is estimated that $30,000,000 of free space will be devoted to war uses during the coming year.

DIVISION OF REFERENCE.

The committee is, in large measure, a clearing house for most of the suggestions and offers of service that pour in from all sides. Every idea is analyzed and reported upon, and not only is time saved for heavily burdened departments but hundreds of applicants are given speedy and definite information.

An information bureau has been installed that will meet this need in an organized and comprehensive manner. Not only does it promise instant and accurate directions in all matters connected with the Government but it is gathering complete records with regard to every activity of the Government that will be of invaluable service to those who write or speak.

At present the division consists of five paid employees. It has spent $822.50 for salaries and $69 for other expenses.

ALLIED ORGANIZATIONS.

It has never been the idea that all effort should be centered in Washington, but rather has the committee attempted to stimulate group activity and independent energy. Many organizations have been brought into being for certain specific purposes, and while possessed of absolute independence in every respect, nevertheless maintain a constant and intimate contact with the committee. Among these may be mentioned such bodies as the American Alliance of Labor and Democracy, the League for National Unity, the Friends...
of German Democracy, and various smaller organizations bearing upon specific problems connected with our foreign population. The plan is being extended rapidly, and it is only a matter of weeks before every race group in the United States will have its own war campaign organization, each with its own literature, news service, and speakers, to drive home the great truths of Americanism.

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**THE CABLE CENSORSHIP.**

The rules and regulations of the cable censorship, with sole and specific relation to press dispatches, are laid down by the chairman of the Committee on Public Information. Incoming messages are handled almost automatically, but outgoing dispatches are read with expert care to prevent the transmission of matter of value to the enemy.

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**DIVISION OF BUSINESS MANAGEMENT.**

Director, Clayton D. Lee.

This division keeps accounts for all divisions of the committee's work, checking all bills and invoices and paying all indebtedness of the committee.

It is the duty of the director to approve all expenditures and visé all accounts of the several divisions and to make detailed monthly reports of all financial transactions.

Under this division are the departments of distribution. These place all orders for the printing of books and pamphlets, devise circulation plans, and address and mail the 100,000 pieces that go out every day. In the interests of efficiency and economy, mailing stations have been installed in New York.

The division has 125 employees, has spent $26,014.27 in salaries and $25,908.54 on other expenses, which include the general expenses of the committee.

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**FOREIGN PRESS BUREAU.**

Directors, Walter S. Rogers and Ernest Poole.

The work separates itself into two distinct divisions. From Tuckerton, 1,000 words go out daily through the air to the Eiffel Tower, and are relayed from France to Russia, Switzerland, Spain, and Italy. The service is caught by our wireless at the Isthmus, and from Darien is sent broadcast to Central and South America. Plans are being completed for a connection with England that will also serve Scandinavia and Holland, and the completion of the station at Cavite will permit the transmission of the service to China and Japan via San Diego. Where wireless is not possible or when not able to meet demands, we employ the cables.
Mr. Poole’s share of the work is concerned with the preparation of feature articles from 100 to 1,000 words in length, dealing with American life and activities and illustrated by photographs. This service goes out by mail, and for this task he has enlisted a staff of volunteer writers and publicists and obtained the cooperation of libraries and editors.

The division has a staff of two paid employees. There has been spent in salaries $1,313.84, and other expenses have been $431.05, but bills contracted for cable service during the month of November have not yet been rendered.

AIRPLANE SERVICE.

An increasingly important part of the work in foreign countries is concerned with the distribution of our printed matter by aircraft. Bombardment planes, loaded with leaflets and pamphlets that carry the truth to deluded peoples, go regularly over the firing lines and far into the lands both on the eastern and western fronts. The success of the campaign depends, as a matter of course, upon the number of planes that we are able to employ, and I have made a request upon the War Department for such number of machines as will permit us to cooperate with the French in the formation of an escadrille.

DIVISION OF FOREIGN PICTURE SERVICE.

Director, Jules E. Brulatour.

Not the least effective weapon in our fight for public opinion in other lands is the motion picture. From every source, and through our own manufacture as well, films are gathered that show our social, industrial, and war progress, each title carrying with it the message of America, the meaning of free institutions, our individual aims and ideas, and the manner in which the Nation prepares for fighting. Thousands of dollars’ worth of film have been donated to this work; and our campaigns are now under way in Russia, Scandinavia, and Spain, while expeditions are nearing readiness for dispatch to other European countries and to South America, Japan, and Mexico.

This division also collects and prepares the motion pictures for exhibition in the soldiers’ houses that the Young Men’s Christian Association maintains on the various firing lines; and, in addition to this, special arrangements are being made with the British, French, and Italian Governments for even larger use of our film in connection with the fighting forces.

The division has spent $1,829.32 in salaries and $23,672.77 for all other expenses. It has a credit of $14,326 in accounts receivable.
### DISBURSEMENTS OF THE COMMITTEE.

**Disbursements of the Committee on Public Information for work in the United States from Apr. 14 to Dec. 31, 1917, inclusive.**

<table>
<thead>
<tr>
<th></th>
<th>Salaries</th>
<th>Other expenses</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Executive Division</td>
<td>$12,715.09</td>
<td>$1,174.14</td>
<td>$13,889.23</td>
</tr>
<tr>
<td>B. Division of Civic and Educational Cooperation</td>
<td>8,583.37</td>
<td>104,539.20</td>
<td>113,122.57</td>
</tr>
<tr>
<td>C. Division of Official Bulletin</td>
<td>10,163.77</td>
<td>168,399.52</td>
<td>178,563.29</td>
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<tr>
<td>D. Division of Speaking</td>
<td>2,306.57</td>
<td>1,383.84</td>
<td>3,690.41</td>
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<tr>
<td>E. Division of Four-Minute Men</td>
<td>5,705.69</td>
<td>12,813.31</td>
<td>18,519.00</td>
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<tr>
<td>F. Division of News</td>
<td>25,422.74</td>
<td>2,126.52</td>
<td>27,549.26</td>
</tr>
<tr>
<td>G. Division of Syndicate Features</td>
<td>2,613.88</td>
<td>2,784.15</td>
<td>5,398.03</td>
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<tr>
<td>H. Division of Films</td>
<td>5,226.38</td>
<td>15,452.22</td>
<td>20,678.60</td>
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<tr>
<td>I. Division of Pictures</td>
<td>2,113.33</td>
<td>550.29</td>
<td>2,663.62</td>
</tr>
<tr>
<td>J. Division of Foreign Language Newspapers</td>
<td>3,246.64</td>
<td>347.68</td>
<td>3,594.32</td>
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<tr>
<td>K. Division of Business Management, including general expense accounts</td>
<td>15,172.00</td>
<td>19,549.62</td>
<td>34,721.62</td>
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<tr>
<td>(A) Department of Distribution</td>
<td>1,223.67</td>
<td>593.40</td>
<td>1,817.07</td>
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<tr>
<td>(A-1) Washington Bureau of Circulation</td>
<td>9,387.60</td>
<td>4,985.62</td>
<td>14,373.22</td>
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<tr>
<td>(A-2) New York Bureau of Circulation</td>
<td>225.00</td>
<td>1,666.90</td>
<td>1,891.90</td>
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<tr>
<td>L. Division of Labor Publications</td>
<td>8,896.53</td>
<td>30,063.68</td>
<td>39,960.21</td>
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<tr>
<td>M. Division of New York Branch</td>
<td>749.09</td>
<td>393.49</td>
<td>1,142.58</td>
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<tr>
<td>P. Division of Women's War Work</td>
<td>1,090.04</td>
<td>450.25</td>
<td>1,540.29</td>
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<td>Q. Division of Reference</td>
<td>822.90</td>
<td>69.00</td>
<td>891.90</td>
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<td>R. Division of Art</td>
<td>277.51</td>
<td>49.61</td>
<td>327.12</td>
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<td>S. Division of Advertising</td>
<td>650.00</td>
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<td>650.00</td>
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<td>Total</td>
<td>116,678.80</td>
<td>301,414.38</td>
<td>418,093.18</td>
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</tbody>
</table>

Receipts from committee activities (bank deposits and accounts receivable):
- Divisions of Publications: $7,813.67
- Division of Pictures: 2,493.56
- Division of Films: 23,700.00
- Total: 34,007.23

**Disbursements of the Committee on Public Information for work in foreign countries from Apr. 14 to Dec. 31, 1917, inclusive.**

<table>
<thead>
<tr>
<th></th>
<th>Salaries</th>
<th>Other expenses</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>O. Foreign educational work:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General expense account</td>
<td></td>
<td>$195.00</td>
<td>$195.00</td>
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<tr>
<td>Division of Foreign Picture Service</td>
<td>$1,829.32</td>
<td>23,672.77</td>
<td>25,502.09</td>
</tr>
<tr>
<td>Division of Foreign Press, cable service</td>
<td>633.34</td>
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<td>817.38</td>
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<tr>
<td>Division of Foreign Press, mail service</td>
<td>710.30</td>
<td>237.01</td>
<td>947.31</td>
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<tr>
<td>Total</td>
<td>3,143.16</td>
<td>24,395.82</td>
<td>27,538.98</td>
</tr>
</tbody>
</table>

Receipts from committee activities (accounts receivable):
- Division of Foreign Picture Service: $14,326
- Allotments for educational work in Russia and other foreign countries: $60,909