

1924

Editorials

Follow this and additional works at: <https://scholarlycommons.law.northwestern.edu/jclc>

 Part of the [Criminal Law Commons](#), [Criminology Commons](#), and the [Criminology and Criminal Justice Commons](#)

Recommended Citation

Editorials, 14 J. Am. Inst. Crim. L. & Criminology 337 (May 1923 to February 1924)

This Editorial is brought to you for free and open access by Northwestern University School of Law Scholarly Commons. It has been accepted for inclusion in Journal of Criminal Law and Criminology by an authorized editor of Northwestern University School of Law Scholarly Commons.

EDITORIALS

ANNUAL MEETING OF THE INSTITUTE

The next annual meeting of the American Institute of Criminal Law and Criminology will be held at the Statler Hotel in Detroit on Friday and Saturday, January 11 and 12. Detailed announcement will be made later to members of the Institute and others.

The features of the program will be reports by the committees on "Criminal Records and Statistics" and on "Surveys of the Administration of Criminal Justice." Professor F. B. Crossley of the Northwestern University School of Law is chairman of the first named committee, and Robert H. Gault of the second. Professor Samuel B. Warner of the University of Oregon, who, during the last year and a half, has been directly in charge of work for the Committee on Records and Statistics, is expected to be in attendance at the Detroit meeting and to make an extended report of his progress. Arrangements are being made for a number of persons who are specially equipped by experience and training to discuss this report.

Mr. James Bronson Reynolds, President of the Institute, has had direct charge of surveys of the administration of criminal justice for the Institute Committee in Birmingham, Ala., New Haven, Hartford, and Bridgeport. He will report on the progress of his work at the Detroit meeting.

The Institute has been enabled to do its work relating to records and statistics through the generosity of Mr. John D. Rockefeller, Jr. The work of the Survey Committee is supported by the aid of the Carnegie Corporation.

Dr. A. L. Jacoby, the medical officer in the New Recorder's Court of Detroit, has undertaken to head up a committee on arrangements which will assist in making local preparations.

No attempt is being made to secure a large public meeting in Detroit, but to bring together by invitation a few who are able, through discussion, to contribute to the solution of the great problems that are before the Institute.

"POWER OF EDUCATION IN OUR PRISONS"

[The following by the Hon. James A. Hamilton, Secretary of State for New York, is taken verbatim from *State Service* for May-October, 1923.—Ed.]

"To fit prisoners for re-entrance into society, a liberal education in the arts and sciences is not the *sine qua non*; nor it is necessary that classes in academics should be extended to all.

"Classroom work is distasteful to a great many people. Particularly is this the case with inmates of a penal institution and didactic lectures are very poorly received. Furthermore, skilled laborers have a right to continue their work in their various fields. Nothing so deteriorates a man with a trade as to change his line of work for one or two years. It is necessary, therefore, that they continue their trade and increase their skill in it during the time of their incarceration.

"It is lamentable to lay too much stress on classroom work and overlook the benefits to the inmates of manual training and the privileges of being able to learn a trade. It is not so much book knowledge that these people require, but the practical knowledge that will enable them to earn an honest living when released.

"The old system of classroom work and classroom study alone is archaic. Inmates learn by doing. Nowhere is there need for such specializing or for more personal supervision. In fact, the warden or superintendent must take a position analogous to that of student advisor in our universities. While we are searching out the several bad qualities that make these people maladjusted, let us not forget that in nearly every case there are brilliant possibilities of finding the one good quality or propensity and developing it.

"We are of the opinion that prisoners as a rule are well versed in the matter of civil government and procedure. If we can teach them respect for the law, develop their will power and train them to repress their anti-social tendencies, we have given them their first lessons in society's requirement.

"The greatest safeguards against un-American propaganda is the home. A man who owns his home and is able to make a comfortable living for his family and himself will never listen to un-American propaganda. If we teach a man a trade and develop in him self-respect and a desire to have a home, we will have attained a permanent result that cannot be obtained through dry, unattractive lectures.

"A patriotic stimulus of great force is given by the concerts rendered by the inmate bands at the several institutions. Careful attention is given to the selection of music for the bands and daily they play the national anthem and the old war songs. While the war was on, inmates, upon the expiration of their sentence, voluntarily enlisted in the Army or Navy. Of these, some paid the supreme sacrifice in their devotion to duty and lie beneath white crosses on the battle-fields

of Europe. What better or more practical results of Americanization could there be?

"He must be dull indeed who, after seeing pictures of our boys in parade returning from deeds of valor, knowing that the Americans have fought for right, justice and humanity, is not stirred and thrilled by the national anthem. To see these inmates, and particularly to hear them when the American flag is brought forward and patriotic airs are played, is to know that Americanization and patriotism are being taught in the simplest and best manner.

"Excellent libraries are installed in the different institutions and those who have reached that point in their rehabilitation where ambition begins to develop have recourse to books on almost any subject.

"Those who will read nothing but fiction find the best books, particularly those in which there is a hidden moral; so that many who would not listen to a dry lecture on ethics close their books with a strong regard for a hero of manly virtues and with contempt for a character who is living a parasitic life on the efforts of others. It is not long before there is made a comparison between the several characters in the books and himself. Then comes the reformation; and by himself alone. The penal institution simply sets the stage.

"By education in academics for those adapted; in trades for those whose natural bent is along those lines; reinforced by good books, moving pictures and music, by wise counsel from their superiors, and by the ethical teaching and religious training given by their noble and devout chaplains, prisoners are aided to reform and rehabilitate themselves.

"Education is training to lead useful lives. Properly managed penal institutions are instilling into the prisoners a wholesome regard for honest toil, developing efficiency in prison labor, combating ignorance, inculcating respect for law and order, and promoting patriotism."

TENTATIVE SUGGESTIONS CONCERNING CRIMINAL RECORDS

A great number of writers in the pages of this JOURNAL have frequently drawn attention to the undeniable fact that the repeated offender especially, whether by reason of natural mental defect, mental disease, or firmly fixed habits of long standing, is, in a large proportion of cases, incapable of improving under the so-called corrective measures applied by the court; this is particularly true of the many times repeater. It has been shown, too, that in most jurisdictions there is

practically no individualization of punishment by the Municipal Courts in America. Generally speaking it is the *offense* and not the *individual* that is dealt with by the court. This situation can be altered, but it cannot be reversed until the prosecutor and the court can have the histories of individual defendants, and information as to their mental and physical status, which can be successfully obtained only in the "Medical and Psychopathic Laboratory." The history of an individual assumes a record. Let no one deceive himself by thinking that we can have, in our generation, and in a more or less floating population, a history of *every* defendant who comes before the criminal division of the municipal court in any city. But if the court is bent upon giving the *maximal protection to the community*, while at the same time he safeguards the *best* interest of the individual defendant—"best," according to our present-day knowledge of human nature, defective and otherwise—one can hardly conceive of his carrying on without histories—i. e., records—of defendants, at least such as have theretofore been "whipped of justice."

Aside from the *immediately* practical value of records of defendants who appear from time to time in the court, there is the additional consideration that if they are made the basis of statistical treatment the court and ancillary offices may have in them the means of checking their official conduct each year in the light of that of previous years and in view, at the same time, of their ideals.

A criminal record system must provide for identification; it must contain such facts about individuals as are significant from the viewpoint of the judge, prosecutor, police officer, or other officials who are bent upon giving the public adequate protection against the habitual offender and the defective or psychopathic offender, and who are at the same time desirous of individualizing penalties, i. e., of suiting the penalty to the nature of the defendant rather than to the offense abstractly considered, even though such an adjustment might lead to the permanent segregation of one convicted of a most minor misdemeanor. To these ends the record must bring together facts that are, in practically all jurisdictions, widely scattered among many public offices and for that reason unavailable in any one place without a great deal of preparatory labor.

Specifically it must include (1) marks of identification such as the finger print; (2) place and time of offense and nature of charge; (3) name of arresting officer and address of the defendant, all obtained from the police department (excepting that identifying marks of misdemeanants and quasi-criminals may be taken elsewhere, as in

the prosecutor's or the clerk's office); (4) the facts of prior arrests, convictions and penalties from the dockets of the court and the clerk; (5) facts recorded in penal institutions to which he may have been committed on prior occasions provided they contribute to the attainment of the main purpose of a record system; (6) parole and probation records, if any; (7) Juvenile Court records, if any; (8) other court records; (9) public school records; (10) Bureau of Vocational Guidance records, if any; (11) record of reports of court medical and psychiatric officer, if any. All records must be made in the minimum of handwriting. Check marks must be employed wherever it is possible to the exclusion of writing. Dates and all other matter must be so set in the record that the time element in every case from arrest to final disposition may be readily abstracted.

Under the foregoing heads are many details. It is obvious that the facts included under these heads must be so set in order in a record system upon a series of filing cards that the individual's criminal history and pertinent supplementary data may be read off consecutively with dispatch. We offer below a tentative suggestion for a work sheet in which data may be set down from day to day and from which, ultimately, a year's statistics may be made up. This, we believe, provides a space for recording the *very minimum* of data that would be required of thoroughgoing statistics. A cross reference to the records of social agencies opens an immense addition to the data suggested on the form.

One great difficulty that will be met in most jurisdictions in building up and administering such a system as is suggested here will be found in the personnel of the clerk's and prosecutor's offices and other offices that must co-operate to supply the data. But the difficulty is not insurmountable. In many cities is a first class municipal university. We believe that through a Research Bureau, associated, let us say, with the Department of Political Science in the university, the record system we propose can be installed and kept up to date in a thoroughly efficient manner, and without additional burden, financial or otherwise, upon the courts, the police department, the clerk's or the prosecutor's office. A representative of this department, who is solely under the pay of the university, and an officer of instruction therein may be appointed by the Municipal Court (or better, jointly by this court, the Juvenile Court or Court of Domestic Relations and the Criminal Court of the county), as "Keeper of Records" or "Supervisor of Records." With the approval of the appointing powers, he can associate with himself the necessary assistants from among his advanced

students, or, for that matter, from among his faculty associates. Details of operation of the record system the supervisor or keeper would have to work out with his associates.

In general, his work would fall into three parts:

1. Building up a mass of records from data of a public nature as cases appear day after day—a record that will distinguish repeaters and first offenders.

To build up this system the supervisor of records or his representative must each morning obtain the records of arrests and marks of identification. Assuming that this is a defendant's first arrest, he has only, as a first step, to place a new card in the files bearing identification marks and indicating the defendant's stage of school progress, other pertinent data from the Bureau of Vocational Guidance, and juvenile court record. Thereafter entries are made as events occur: Medical and psychiatric examination, conviction, probation or what not. If the identification marks prove that a repeater is in hand, the school and juvenile court records are already in the files along with an account of proceedings in the prior case or cases in any court, prison, probationary or parole period, and it remains only to record subsequent proceedings.

It will be necessary at the beginning for the supervisor of records or his representative daily to visit in person those offices and departments that contribute to his records to assure himself that the needs of his bureau are being met to the fullest extent. The need for such visitation, however, should gradually diminish with increasing understanding on the part of all concerned. Ultimately such offices and departments will, without close supervision, make proper reports daily to the central bureau.

2. The second part of the supervisor's work consists in his presenting to the court each morning an abstract of the record of each defendant who is to appear on that day—*particularly of repeaters and the mentally defective and insane or psychopathic, whether repeaters or not*. These reports are strictly and logically for the guidance of the court *only in the act of pronouncing sentence*; they are not evidence of guilt, and they will not therefore be presented until the court is ready to consider the question of the sentence.

3. A third function of the supervisor, and a very important one, should be mentioned. Day by day he should build up a spot map in relation to each of the major categories of offenses that come to the attention of the courts. The materials for this map are the particular

locations at which offenses have been committed. By means of vari-colored and vari-formed tacks this map will give ocular demonstration to the officials and to the public of the social sore spots in the city. Not only so, but occasional summaries, studied in relation to the location of institutions such as playgrounds, parks and schools, and to the location of places of carousal, and studied also in relation to previous summaries, will be of extraordinary value for purposes of popular education in matters of civic and social importance. Correspondences will appear between the rise and fall of institutions and places of carousal on the one hand and the increase and decrease of misdemeanors and quasi-crimes on the other. Mr. Vollmer, Chief of Police in Los Angeles, has said that a map is useful in an unexpected way: If disturbances of the peace, in any respect, sharply increase in a given locality after a transfer of police there is something wrong with the units transferred or vice versa.

An annual summary of the operations of the court and the police in the form of charts, studied in relation to earlier chartings, will illuminate their work for the officials themselves and the public.

To facilitate the reciprocal functioning of the central bureau on the one hand and the various offices that contribute to it on the other there must be an interchange of identification marks. For example, the formula descriptive of a defendant in the Municipal Court by his finger print should be transferred to the record in the probation department if the defendant is placed on probation, and to the record in the workhouse or jail if he is committed to either institution. Wherever he goes under custody this formula should go with him.

Not only so, but cross identification must be provided to insure smooth co-operation with the Court of Domestic Relations in its function with respect to adults who are convicted of charges brought against them in behalf of children, and with respect to juvenile delinquents. This court should record marks of identification corresponding to those employed in the central bureau, and they can be most conveniently obtained through the facilities afforded at the central bureau wherever it may be located. It is assumed here that the bureau, the office of the medical and psychiatric offices and that of the public defender at least will be grouped to facilitate co-operation, and that a considerable proportion, if not all, of those convicted of charges brought in behalf of children will be brought to the medical officer for examination.

The Court of Domestic Relations record form should carry the identification mark with a serial number for the purpose of separate

filing in the offices of that court. Thus: "Identification (M. C., C. D. R., J. C., C. C., B. V. G.) W-R-W-W-W, No. 10." A check over "C. D. R." will indicate that the defendant came from the Court of Domestic Relations for first identification; over "M. C." and "J. C." or "C. C." that the identification mark was first made in connection with proceedings in the Municipal Court, in the Juvenile Court or in the County Criminal Court, respectively; over "B. V. G." it indicates that the mark was originally made in connection with findings in the Bureau of Vocational Guidance. This identifying mark (without the serial number) is returned with the defendant and a card is placed in the central record bearing the same mark, and otherwise filed with Court of Domestic Relations data. If the defendant had already been convicted in the Municipal Court, e. g., his identifying mark is transferred to the Domestic Relations record and it is returned with a summary of the medical officer's findings and the previous history of the defendant as contained in the central bureau. At the same time the central record card is brought up to date by adding to it items relating to the Court of Domestic Relations.

It has already been stated that it is desirable to provide for cross identification between the bureau on one hand and the Juvenile Court and the Bureau of Vocational Guidance on the other. Obviously if a defendant in the Municipal Court today was recognized six years ago in the Bureau of Vocational Guidance as a moron it is an important fact for the court to know before he passes sentence. It is likewise a pertinent fact that he had already been before the Juvenile Court on one or more occasions.

Public sentiment would undoubtedly oppose (though ill advisedly, in our judgment) a proposition to make identification records for all school children. There is no such hostility, however, to a proposal to take measures to provide identification for those who are feeble-minded in any degree, and for the psychopathic.

Our plan calls for the recording of finger prints for every child found feeble-minded or otherwise mentally abnormal in the Bureau of Vocational Guidance. The prints can be taken in the central bureau, recorded upon the Vocational Guidance card and a duplicate retained in the central bureau together with pertinent data from the Bureau of Vocational Guidance records.

This accomplished, the way is open to the Juvenile Court by which it may utilize *expeditiously* the full range of information extant regarding a ward of the court in the following manner: He is sent to the medical officer for examination. If he is found there to be of the

class to which identification marks are given in the Bureau of Vocational Guidance, his prints are again taken and in two minutes, assuming that the filing has been carefully attended to, the developmental and educational history of the ward is in hand. The identification sign and significant data are then checked at once upon the proper Juvenile Court form and returned. In the offices of this court a serial number is added for the purpose of filing these records separately. A duplicate is kept in the central bureau with a cross reference both to the Juvenile Court of the county and to the Bureau of Vocational Guidance. If the same delinquent a year later should be before the Juvenile Court the central bureau is in position to refer to "Your files Serial No.," and add to its own records only the pertinent data relating to the second appearance as a juvenile delinquent in the court. Years later, assuming that this individual comes before the Municipal Court, these items of juvenile history are readily available.

To conclude our observations along this line: When the central bureau provides the court, just prior to his passing sentence, with data relating to the history of a defendant, there should accompany it the identification sign and this should be copied into the clerk's docket along with the case number, and the case number in turn should be found in the central bureau's record along with the identification sign.

What we have suggested here, if put into operation, will serve directly four large purposes:

1. It will tie up several sets of public records in the city so that they may be usable as a unit.
2. It will prevent the non-recognition of repeaters, especially in the Municipal Court, who belong in those categories covered by the system of identification.
3. It will afford the best opportunity that exists anywhere in these relations to make periodical summaries for the purpose of popular education and guidance of public officials.
4. It will aid the social agencies of the city to make and maintain their connections with individuals in proper cases; and
5. *Indirectly* it will contribute to the redirection of the attention of violators of the laws and ordinances *toward the court* as an institution that is effectively upon the trail of the wrongdoer, and will thus contribute toward the development of a healthy community morale.

Finally, for those who urge objections to a system of records of individuals: every case that comes before the criminal division of the municipal and other courts is already a matter of record; but the records are not usable in at least one respect that is universally regarded

as essential: in respect to repeaters and the mentally abnormal. The purpose of the record is not to afford more publicity to cases than obtains in present circumstances, but to aid in the inexorable but rational administration of criminal justice in individual instances, and thereby in creating a conventional attitude of respect for the laws and the courts. The test of the efficacy of the administration of criminal justice is in its effect upon individuals toward who it is directed and upon the less tangible attitudes that the public is thereby led to assume toward the courts.

[In the New York Times Book Review and Magazine for August 6, 1922, Mr. P. W. Wilson, writing on "Mr. Justice Taft and Legal Reforms," makes some pointed comparisons between the administration of criminal justice in the United States and England. He says: "What the country now needs from its lawyers is the same successful attack on litigation and crime that doctors have made on disease. The death rate has been reduced; so should the crime rate. And nothing would tend to accomplish this more surely than accurate statistics covering the courts and prisons of the federal authority and of the forty-eight states in the Union."]

A FORM FOR CRIMINAL RECORDS

The accompanying form is only an expression of "thinking out loud." Something like it may provide for a central record of what are now public records relating to the life history of criminals in many cities. On the one hand it contains data gleaned from the Bureau of Vocational Guidance in the offices of the Bureau of Education, and on the other hand a criminal record.

For filing the sheet is to be folded at the middle. Its dimensions are then $11\frac{3}{4} \times 9\frac{1}{2}$ in. The identification mark and cross references are thus left exposed to the user of the file. (The lower right hand four vacant spaces are to be cut away—not indicated in the printed chart.)

As I have filled in the sample form, it is the record of Daniel Jones (line 2). The check over "W" in line 1 indicates that he is a white man. On the right (line 1), XYZ is his identification mark (finger print classification).

In the course of his history, as far as this record carries him, he has given two addresses (line 4). With line 6, we find data relating to five successive arrests and subsequent proceedings. (Columns 1, 2, 3, 4, 5.) He was first arrested on 4/1/13 (line 8), charged with disorderly conduct (line 11). The arrest was made by Officer Smith (line 17) and the place of the alleged offense was X and Y Sts. (line 17). On the following day his case was before the Municipal Court (line 25). The court has sentenced him to pay a fine of \$5.00 and costs, \$2.00 (lines 31 and 32, respectively). On the right, lines 58 and 59, following "S," the check over "1" in these lines, respectively, indicates that fine and costs were suspended. The defendant, therefore, went free. Column 2, line 6, shows that a complaint was made against him on the fifth of April, 1913; that he was arrested on the following day charged with assault and battery (line 12).

In this case the arrest was made by Officer Smith and the place at which the alleged offense was committed was A and B Sts. (line 18). His case was heard before the Municipal Court on 4/7/12 (line 25). He was ordered to pay a fine of \$10, and costs, \$2.00 (lines 31 and 32, respectively). On the right (lines 62 and 63) the check over "2" indicates that he paid the fine and costs on the installment plan. This fact suggests that he had been admitted to probation. Line 44 shows the fact of admission to probation on 4/7/13. To the right, line 64, the check over the figure 2 indicates that he was considered successful on probation. Still farther to the right (line 64-2) following the figure 2, the date 6/7/13 indicates the date on which he was discharged from probation. In line 65, following the figure 2, is the following entry: "Probation Officer Jones, A." This indicates that the probation officer made a recommendation to the court concerning penalty and that the recommendation was adopted.

Turning again to column 3, line 8, we find that he was arrested a third time on 6/13/13, charged this time with robbery (line 13). The arrest in this case was made by Officer Smith and the place at which the alleged offense was committed was C and D Sts. (line 19). He was before the Municipal Court on the day following his arrest (line 25). On that day he was bound to the grand jury (line 28). Six days later, that is, on June 20, 1913 (line 30), he was indicted; on the right, line 57, following the figure 3,

we learn that he was indicted for robbery. Evidently for further information we must look for the record of the next higher court. In line 26 it appears that he came before the Court of Common Pleas on 7/20/13. The date in the same square, namely, 7/22/13, indicates that the proceedings in the court occupied two days. Looking down the column we find (line 35) that he was sentenced to the penitentiary for three years on 7/22/13. Farther below in the same column (line 45) is the date 7/22/14 on which Jones was admitted to parole. To the right in the line 64a the check over figure 3 indicates that he was unsuccessful on parole.

In column 4, line 8, is a record of a fourth arrest on 8/1/14. This time on a charge of arson (line 14). The arrest was made by Officer Smith and the offense as alleged occurred at E and F Sts. He was heard before the Municipal Court (line 25) on 8/2/14. On the same day he was bound to the grand jury (line 28). He was indicted (line 30) one month later, on 9/2/14. On the right (line 57) following "4," it appears that he was indicted for arson. Above (line 26) it appears that he came before the Court of Common Pleas on 10/2/14 and that the case was concluded there on 10/5/14. In line 33 it is recorded that he spent a total of 63 days in jail. Line 35 shows that he was sentenced for five years to penitentiary on 10/5/14. One year later, line 45, he was admitted to parole. On the right (line 64a) the check over "4" indicates that he was unsuccessful on parole.

Column 5, line 8, shows that he was again arrested on 11/5/15. In this case the charge was murder (line 15). The arrest was made by Officer Smith and the alleged offense was committed at G and H Sts. On the day following the arrest he appeared before the Municipal Court (line 25). On the same day he was held to the grand jury (line 28). He was indicted (line 30) on 12/6/15. On the right, line 57, following the figure 5, it appears that he was indicted for manslaughter. He appeared before the Court of Common Pleas on 1/6/16 and the case was concluded there on 1/18/16. He was sentenced on that day to the penitentiary for a term of six years (line 35). Up to that time he had spent 63 days in jail (line 33). He was discharged from the penitentiary six years later, that is, 1/18/22 (line 47).

In the middle of the sheet, beginning with line 6, we have Daniel Jones's birth certificate, No. 1,000, his place and date of birth (lines 7 and 8). The check in line 8 after the letter "P" indicates that Jones was a Protestant. Below in the same section (line 54a) the letter "C" indicates that he was, in the course of proceedings following the third arrest sent to a hospital for medical examination. In the line 54b the figure 4 indicates that in the proceedings following his fourth arrest he was sent to a psychiatric hospital for observation. Figure 5 indicates that the same occurred in connection with proceedings following the fifth arrest. Still farther below (line 55c) the record shows that his physical examination was negative. In line 56-4 it appears that his mental condition was found to be normal in proceedings following his fourth arrest. In 56-5 it appears that he was described as a paranoiac in the course of proceedings following the fifth arrest.

The column entitled "Board of Education Record," (69a) indicates that Daniel Jones completed the fifth grade in school (check over 5). In 69b it appears that he completed this grade at the age of 12. In line 70 it is recorded that he was a truant in the fourth year of his school life. In line 71

V										Identification			X Y Z																																
1. W B M F 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14										J. C. serial			Case Nos.																																
2. Jones, Daniel										C. D. R. serial			Case Nos.																																
3. Last name										C. C. serial			Case Nos.																																
4. Address (a) X and Y Sts., Cinti; (b) X and Y Sts., Cinti										B. V. G. serial			M. C. serial			Case Nos.																													
5. (c) (d) (e)										B. V. G. serial			M. C. serial			Case Nos.																													
6. Arrests										Birth Cert. No.			1000			J.			E'd of Ed. Rec'd			Nationality																							
7. Date of Compt's										Place of Birth			Cinti, O			C.			69. Grade Compt			94. Naturalized																							
8. Arrests Date										Yr.			1883			Mo.			1			Day			1			P.V			a. 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12			Date											
9. Habeas Corpus by date										1.			4.			2			3			5			6			7			8			9			10			11			12		
10. Charges										53. Jury waived			70. Truant sch'l yr.			4			97. Prosecutor																										
11. Dis. Cond.										a. M. C. 1, 2, 3, 4, 5			71. I. Q.			9			J. C.																										
12. Ass't. and Bat.										b. C. D. R. 1, 2, 3, 4, 5			72. Imbecile			4			I.																										
13. Robbery										54. Commit't to Hospital			73. Moron, 74. Normal			5			C. D. R.																										
14. Arson										for observation			75. Psychoses			I.			2																										
15. Murder										a. Medical a, b, c, d, e c			76. Def. teeth			V			4																										
16. Arson officer										b. Psychia't 1, 2, 3, 4, 5 4, 5			77. Def. vision			V			4																										
17. X and Y Sts.										Report of Medical (55) and			78. Def. hearing			5			M. C.																										
18. Smith										Psychia't officer (56)			79. Dis. of eyes			M. C.			4. Allen																										
19. C and D Sts.										55. a.			80. Tonsils			I. Snow			2. Snow																										
20. Smith										b.			81. P. Tuberc'ls			I. Snow			3. Snow																										
21. E and F Sts.										c. Negative			82. Reg. sch'l adv'l			V			1																										
22. G and H Sts.										d.			83. Rap. moy. cl.			2			3. Atkins																										
23. Court										e.			84. Excl. fr. sch'l			3			4. Atkins																										
24. J. C.										56. 1.			85. Indust' class			4			5. Atkins																										
25. M. C.										2.			86. Instaur't			5			6. Atkins																										
26. C. C. P.										3.			87. Spec. cl. f. defa.			98. Counsel																													
27. Dispos'n Date										4. Normal			88. Observ'l By			J. C.																													
28. G. J.										5. Paranoid			89. Dr. Jones			1.																													
29. No Bill Date										57. Indictment (1) (2) (3) Robbery; (4) Arson; (5) Manslter			90. Followed			V			2.																										
30. Indicted Date										58. (S) 1, 2, 3, 4, 5 62. Install 1, 2, 3, 4, 5			91. Not followed			3.																													
31. Fine Amt.										59. (S) 1, 2, 3, 4, 5 63. do. 1, 2, 3, 4, 5			92. Occup'n			4.																													
32. Costs Amt.										60. (S) 1, 2, 3, 4, 5			93. Errands			5.																													
33. Ja'l Days										61. (S) 1, 2, 3, 4, 5			94. Delivery			C. D. R.																													
34. W. H. Days										Notes			95. Tramsler			1.																													
35. Pen'ty Yrs.													96. Laborer			2.																													
36. Own Farm													97. Laborer			3.																													
37. Fur. Juv. Res.													98. Judges			4.																													
38. Inst. for Defa.													I. C.			5.																													
39. Cent. by J. C. to													1.			M. C.																													
40. Cent. by M. C. to													2.			I. Romel																													
41. Cent. by C. D. R. to													3.			2. Romel																													
42. Cent. by C. C. P. to													4.			3. Romel																													
43. Leave to reinstate													5.			4. Romel																													
44. Prob'n										64. Successful 1, 2, 3, 4, 5. 65. Unsuccessful 1, 2, 3, 4, 5. Dusch. 1			C. D. R.			5. Romel																													
45. Parole Date										64a. do' 1, 2, 3, 4, 5. do. 1, 2, 3, 4, 5. do. 1			C. C. P.			1.																													
46. Dismissed													1.			2.																													
47. Discharged										65. Recomm'd'n re Penalty by [A-Adopted] 1.			2.			3. Doe																													
48. Nolle Pro.													3.			4. Doe																													
49. Bondsman for Appearance										66. Forfeited			4.			5.																													
50. Bondsman Amt.										67. Forfeited																																			
51. Dusch. on Bail Am't										68. Forfeited																																			
52. Bailor										1, 2, 3, 4, 5																																			

it appears that in the course of his school work he received a mental diagnosis at the hands of Dr. Jones who found that his intelligence quotient (I. Q.) was 0.9. In the same column, it is shown that he received a physical diagnosis in the course of his school life by Dr. Jones and in line 77 it appears that he was found to suffer from defective vision. Farther below in the same column, beginning with line 82, is space for recording recommendations that were made concerning his education and training. It appears (line 82) that regular school advancement was advised in his case: the recommendation was made by Dr. Jones. In line 90 it is indicated that the recommendation was followed. Still farther below, beginning with line 92, is a record of the occupations that Jones has followed. (Only the first of these is a matter of public record. It is taken from the cards in the office of the Bureau of Vocational Guidance.)

Below the occupation section, beginning with line 93, is space for recording the name of the judge who heard each case against Daniel Jones in each court.

In the column on the extreme right, beginning with line 6, naturalization data appear, and farther below, beginning with line 97, are the names of the prosecutors who appeared in successive cases against Jones, in each of the courts. Below this, beginning with line 98, are the names of counsel who represented him.

In the upper right rectangular space below the identification mark are spaces for cross references by means of which reference can be made to the records of the Juvenile Court, the Court of Domestic Relations, the Court of Common Pleas, the Bureau of Vocational Guidance and the Municipal Court.

To operate a system that includes such a record as this requires the insertion of the identification mark upon the clerk's docket in the courts, respectively. It requires also a card index of names of defendants whose records appear in the central file. With each name the appropriate identification mark must be recorded.

The digits in line 1 are a key. A tag over "1" may mean, for example, that the defendant named in the sheet was at one time or another a probation case; a tag over "2" may mean that the same defendant is a Bohemian. Therefore, by counting over the sheets in the file upon which one and two are tagged, we may find the total number of Bohemians who were on probation within the period covered by the file.