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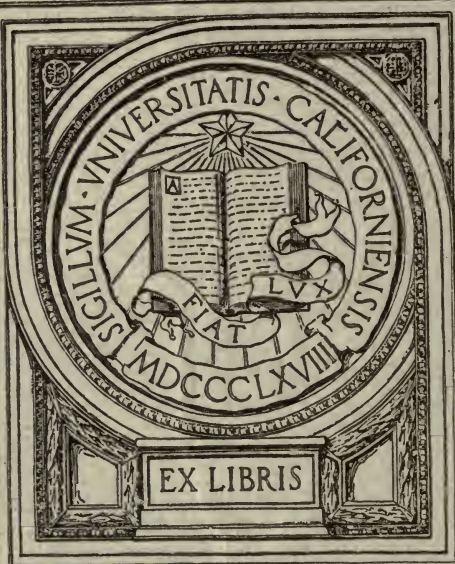


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The Cornell Reading-Courses

LESSON FOR THE FARM HOME

Published semi-monthly throughout the year by the New York State College of Agriculture at Cornell University. Entered as second-class matter October 13, 1911, at the post office at Ithaca, N. Y., under the Act of Congress of July 16, 1894

L. H. BAILEY, *Director*

COURSE FOR THE FARM HOME, MARTHA VAN RENSSELAER, *Supervisor*

DL 1. No. 23

ITHACA, N. Y.
SEPTEMBER 1, 1912

FARM HOUSE SERIES No. 4

RULES FOR CLEANING

MARY URIE WATSON

(Ontario Agricultural College, Guelph, Canada)

One of the first principles of scientific management is to systematize each piece of routine work so that it may be done in the shortest time with the least expenditure of energy. A record is made of the best method to accomplish the given piece of work and that record is put in a form that is available to the average worker. If systematic work saves time the house is the first place in which to begin the new campaign for scientific management, since the slogan of many housekeepers is, "So much to do, and so little time to do it."

The following "rules for work" will not furnish to the housekeeper new ways of cleaning and working. They do not even attempt to include all the ordinary work of the house. The purpose of the rules is to give directions for various household processes in a form that may aid the housekeeper in systematizing her own work and the work of those who are assisting her.

THE CLEANING CLOSET

In every house there should be a cupboard or a closet set aside for cleaning purposes, "with a place for everything and everything in its place." The cleansing materials and apparatus listed under the following



FIG. 94.—A mop wringer

directions are not expensive and greatly simplify the cleaning problem. Shelves and racks should be provided for holding all apparatus and materials needed, and as far as possible labels should show where each brush, broom, pail, or bottle is to be returned.



FIG. 95.—An old wardrobe made over into a storage cupboard for cleaning utensils

The following list of materials and utensils should be included in the housekeeper's cleaning kit:

Cleaning materials

Alcohol
Alum
Ammonia
Bath brick

Black lead
Borax
Furniture polish
Kerosene

4. Fill the sink half full of strong, hot soda water. Put the drop tray in the bottom to soak, and on top of it put the top grates, doors, and all movable black parts of the stove.
5. Brush out both ovens and all parts of the stove frame.
6. Wet one of the old cloths in hot water, rub it on the soap, and wash off the stove. Dry it, if necessary, with an old cloth. Then oil the black parts very lightly with the separator oil and polish it off thoroughly with another old dry cloth.
7. Let the soda water out of the sink, let in fresh warm water, and scrub the doors and other black pieces with the wire brush. Dry them off, take them to the table, oil and polish them, and put them back on the stove.
8. Let the dirty water out of the sink, transfer the nickel pieces, dripping pan, and rack to the sink, pour in the soapy water, scrub the pieces thoroughly, dry them with the sink towel, and return them to place.
9. Scrub, rinse, dry, and return to place the drop tray.
10. Burn the old cloths and wash the sink out carefully. It is especially necessary to be careful about burning oily cloths that are not washed after using, because they have been known to take fire spontaneously and are therefore dangerous when tucked into corners out of sight.

NOTE.— Be sure to have the stove all put together before any oiling is done.

Apparatus:

THE WALLS

A cornice brush.

Procedure:

1. Close all the doors of the room, and cover pictures and other articles.
2. If the room has a cornice, brush the dust out carefully.
3. Brush first the ceiling, then the walls. Brush gently so as to gather the dust on the brush, rather than to scatter it.
4. Shake the brush well, and then put it away.
5. Remove the covers from the pictures and other articles gently, carry the covers outside to shake, and fold them before putting away.

WINDOWS AND WINDOW SHADES

To clean windows

Apparatus:

A high stepladder, fiber tub, damp flannelette duster, scrub cloth, soft linen towel, chamois leather, ammonia, and warm water.

Procedure:

1. Fill the tub half full of warm water and add a tablespoonful of ammonia or a few drops of kerosene.

2. Carry the ladder to the window, roll up the shade, and take it down. Unroll it on the floor or over a table, then roll it up, dusting both sides as it rolls. Stand it aside, marking to which window belongs if more than one is being cleaned.
3. Dust the window, especially the surrounding woodwork, with the damp flannelette duster.
4. Wash the glass, especially corners, and dry with the linen towel.
5. Polish with the chamois leather.
6. Replace the shade, testing carefully, and make sure the spring works properly.
7. Wash out the tub, towel, cloth, and duster. Hang the cloths dry and put everything else away.
8. If chamois leather is not available, use crumpled newspaper.
9. The following mixture may be used instead of ammonia and water but the resulting white dust must be carefully wiped up:
 - 1 tablespoonful precipitated whiting
 - 2 tablespoonfuls household ammonia

To dust window shades

Apparatus:

A stepladder and a flannelette duster.

Procedure:

1. Place the ladder firmly so that it is easy to reach the spring end of the roller.
2. Roll the shade up as far as possible and take it down from the window. If it will not roll all the way up before you take it down, roll up before coming down from the ladder; otherwise the shade is likely to wrinkle and be damaged.
3. Unroll carefully over a table or out on the floor. Great care must be taken to prevent the shade from wrinkling.
4. Roll up slowly, dusting each side as it is rolled.
5. Replace the shade on the window, and test to see whether it rolls up and down properly. If it does not roll quickly to the middle of the window, take it off again and roll up before replacing. If it will not pull down to the bottom, pull it down as far as possible, take it off again, and unroll it to the length of the window before replacing.
6. Dust the middle ledge of the window before taking the stepladder away.

WOODWORK

See under "Floors, furniture, and woodwork," page 326.

SUPPLEMENT TO
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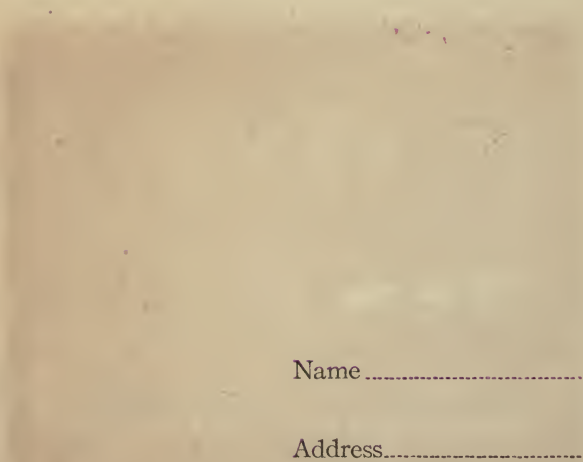
RULES FOR CLEANING

DISCUSSION PAPER

Every good housekeeper sees the necessity of system in her work. She has "short cuts" and methods of her own that are good. May we have the benefit of your experience? For example, a woman told the writer that she always put into the soapy water with which she wiped up the veranda some kerosene to keep away mosquitoes. Every contribution helps toward better housekeeping methods. What will you contribute?

1. Give, in a clear, explicit way, directions for some cleaning process not included in this bulletin.

2. Study carefully the conditions under which you are working, then answer the following question: Is there any way in which you could systematize the work and save both time and strength?



Name

Address.....

Date.....

Methylated spirit
Olive oil
Paraffin
Rottenstone
Salt
Separator oil

Soap
Turpentine
Vinegar
Washing soda
Wax (floor)
Whiting

Cleaning articles

Apron, stove
Carpet, piece old brussels
Chamois skin or leather
Checsecloth
Cloth, scrub
Cloth, soft
Flannel, canton

Flannel, heavy
Flannel, waxing
Flannelette for dusters
Gloves, rubber
Mitt, for kerosene
Waste, cotton (cotton waste may be bought at any hardware store)

Cleaning utensils

Boiler, for clothes
Brush, closet
Brush, cornice
Brush, scrub
Brush, soft
Brush, trap
Brush, weighted
Brush, wire (for sink)
Carpet sweeper
Dauber
Dishpans
Funnels
Ironing tables, etc.

Irons
Monkey wrench
Mop, cloth
Mop, string
Saucepans (old)
Scissors (for lamp)
Stepladder
Tub
Tub, fiber
Washboard
Whisk broom
Wringer

THE BATHROOM

Apparatus:

Closet brush, scrub cloth, dry flannelette duster, and string mop.

Procedure:

1. Clean the bathtub. Let in a little very hot water, rub soap on the scrub cloth, and wash all scum deposits from the tub. Rinse out the tub and wash the taps. See that the outside is clean, and wipe everything dry with the duster.
2. Clean the closet. Raise the cover and the wooden seat. Wash the bowl thoroughly with the closet brush. If necessary scrub above the water line with soap, and see that the outside is clean. Flush the bowl. Wash the seat inside and out, also the inside of the cover. If necessary, wash the marble floor-slab. Wipe everything dry with the duster.
3. Dust the floor with the string mop. Take pains to get the dust out of the corners and from under the tub. Dust the chair and the woodwork.
4. Wash the closet brush with soap in the washbasin, rinse, shake thoroughly, and hang up. (This brush is usually kept in an inconspicuous corner of the bathroom.)

5. Wash and wipe the basin taps. Wipe off all pipes below the basin with the duster. If necessary, scrub the basin.
6. Wash and rinse the scrub cloth and the duster in the basin and wring as dry as possible. Rinse out the basin and wipe with the duster.
7. Hang up the cloths to dry.
8. If tubs and other appliances have been neglected and are very dirty, it may be necessary to scrub them with kerosene.

CUPBOARDS

Apparatus:

A dishpan, a scrub cloth, a clean fine duster, and a dry sink towel.

Procedure:

1. Fill the pan half full of soapy water, comfortably warm.
2. Clean the top shelf. Dust each article and place on a lower shelf or other convenient place. Wash the shelf and wipe dry with the sink towel. Replace each article belonging to the shelf.
3. Clean the remaining shelves, cleaning the bottom one last.

DAILY DUSTING

Apparatus:

A cheesecloth duster, a slightly damp flannelette duster, a string mop, and (if the room has a rug or a carpet) the carpet sweeper.

Procedure:

1. Air the room, if necessary.
2. Sweep the rug or carpet with the sweeper.
3. Dust any bare floor with the string mop.
4. Dust the window glass, window ledges, and all outstanding of wainscoting, cupboards, and the like, with the flannelette duster, and the chairs, tables, and smaller articles with the finer one.
5. Use the dusters to wipe up the dust, and do not shake them about. When one duster becomes dirty take another.
6. Wipe finger marks from electric-light-button plates.
7. When dusting stairways it may be necessary to use the long-handled cornice brush.
8. Avoid letting soiled dusters rest on beds, upholstered furniture, and like places.
9. Be careful to replace desk papers exactly as they were found.
10. Arrange the window shades before leaving the room.
11. Empty, dust, and put away the carpet sweeper. Put away the string mop, washing it if necessary. Wash the dusters and hang them up to dry.
12. Dustless dusters and mops may be used instead of dampened ones.

DISH WASHING

Apparatus:

Dishpan, rinsing pan, draining pan and basket, dishcloth, several clean, dry dish towels, boiling water, soap, and washing soda.

Procedure:

1. Put iron pots and pans to soak in strong soda-water, also put to soak any cooking dishes that need it. Pile one inside another so as to clean the outside also. This should be done the moment the contents are emptied, and before the meal goes to the table.
2. Clean the dining table, and leave the room in order.
3. Put the food away, scrape and stack the dishes at the washing end of the table, putting to soak any that need it.
4. Set out the pans, with the draining basket in the rinsing pan. Half fill the dishpan with hot soapy water, three quarters fill the rinsing pan with nearly boiling water.
5. Wash the glass, dropping each piece gently into the basket. Put flat silver into the dishwater to soak. Lift the basket of glass into the draining pan, dry the glass, and set it aside. Use the softest towels for this and see that the glass is left shining. (If you prefer the glass dried out of cold water, use it, and then fill the pan with boiling water.)
6. Return the basket to the rinsing pan. Wash, rinse, and dry the silver the same as the glass. The towels *must* be dry for the silver.
7. Wash, rinse, and dry the small china pieces the same as glass, and put away the basket.
8. Wash, rinse, and leave the rest of the china and crockery to drain, while the pots and pans are being washed.
9. Dry the china and crockery, rinse and dry the pots and pans. Scour the steel knives and forks.
10. Put away all the dishes.
11. Empty the dishpan, put rinsing water in it, wash the other pans, dry with the cloth wrung dry, and put them away.
12. If the rinsing water is still clean and warm, scrub the table and the sink with it; if not, get fresh water. Wash the teakettle, inside and out, once a day, when the water is soapy.
13. Put towels and dishcloth to soak in hot soapy water. This need be done but once a day, usually after the midday meal.
14. Rub off the stove. Sweep the kitchen floor. Empty the garbage pail.
15. Wash the towels and dishcloth. Rinse the pail out with the suds, and dry with the cloth wrung dry. Rinse the towels thoroughly in hot water and hang to dry, in fresh air if possible.
16. Dust the kitchen once a day.

NOTE.—The dishwater should be kept hot and soapy enough to prevent the formation of a grease ring on the pan, and should be changed when dirty. Keep the rinsing water very hot, thus requiring fewer towels.

THE FIREPLACE

Apparatus:

A stove apron, newspaper, dustpan, whisk, the blackleading implements, and a duster.

Procedure:

1. Spread the newspaper to protect the hearth.
2. Brush the ashes from the fire basket or andirons, and move the basket or irons out on the newspaper.
3. Brush the ashes down the ash hole.
4. Blacken the fire basket or andirons, and replace them.
5. Lay a fresh fire ready to light, using the newspaper on the hearth.
6. Brush up the hearth, dust the mantel and the fire irons.
7. Put away the blackleading implements, dustpan, and other apparatus, and get a basin of warm water, a small scrub brush, and some soap.
8. Wash the hearthstone and, if necessary, the fire irons.
9. A fireplace with red bricks may have the bricks reddened with the reddening mixture.

Reddening mixture

1 oz. common glue	$\frac{1}{2}$ lb. Venetian red
1 tablespoonful alum	1 lb. Spanish brown
1 gal. water	

Dissolve the glue in the water over the fire. While hot, add the alum. Add the Venetian red and Spanish brown. If too light, add more red and brown; if too dark, add water, a little at a time until right. Mix well. Keep in a closely corked bottle. Apply with a paint brush.

FLOORS, FURNITURE, AND WOODWORK

*To dust hardwood floors**Apparatus:*

A string mop. (A dustless mop may be used.)

Procedure:

1. Dampen the string mop if the floor is not a waxed one. It may be sprinkled as clothes are for ironing, or may be held in the steam of a teakettle, but it must not be damp enough to show wet on the floor.
2. Go over the floor assigned, being careful that every board is rubbed. It is probably better to rub along the boards than across them.
3. Take especial pains to go under tables, desks, and like furniture, moving them when necessary.

4. Wash out the mop with soap and water when necessary. Rinse thoroughly, wring dry, and shake out well so as to make it as fluffy as possible. Hang to dry in the fresh air, or in a warm place, with the head up.

To mop a floor

Apparatus:

Mopping pail, mop, mop wringer, soap solution, and hot water.

Procedure:

1. Fill the pail three quarters full of hot water, add one half cup of soap solution, and carry it to the room assigned.
2. Clear the floor of the room as far as possible.
3. Dip the mop in the pail, drain without wringing, wet one section of the floor, and rub it clean. Rinse the mop in the pail, wring it tightly, and dry the wet section thoroughly before proceeding to wet another. It may be necessary to rinse the mop several times.
4. Begin at one corner of the room and work toward the door. Change the water when necessary.
5. Wash and rinse the mop, wring it tightly, and hang it head up to dry in the fresh air if possible.
6. Empty the pail, rinse pail and wringer before putting them away, and leave the tub clean.

To wax a floor

Apparatus:

The can of floor wax, a waxing flannel, a half yard of heavy flannel or a piece of old brussels carpet, and a weighted brush.

Procedure:

1. The floor must be clean and free from dust.
2. If necessary, stand the wax can in a dish of hot water in order to soften the wax.
3. Rub the waxing flannel on the wax and put a very thin, even layer of wax on the floor. It is better to rub along the boards than across. Start at the corner farthest from the door, and do not step on the waxed part.
4. Put away the wax and flannel, and keep off the floor for at least three hours. The polishing can be done after standing an hour, but is more work.
5. Fold the piece of heavy flannel twice, making four layers, put it down on the floor, put the weighted brush on it, and rub each board, with the grain, until it shines. The piece of carpet makes an excellent substitute for the flannel. The polishing can be done on the hands and knees without a weighted brush, but is much harder work.

*To polish furniture**Apparatus:*

A bottle of furniture polish, a small handful of cotton waste, and one or two flannelette dusters or old soft cloths.

Procedure:

1. Take a piece of the cotton waste or an old soft cloth, put some polish on it, and rub it on the wood. Use as little polish as possible, but rub hard to remove dirt and scratches. Rub with the grain of the wood.
2. Take the rest of the cotton waste and rub as much of the polish as possible off the piece of furniture.
3. Polish finally with the flannelette, rubbing briskly but lightly until the surface is bright and there is no appearance of oiliness. Be especially careful to rub out corners.
4. *Burn all the cotton waste.* Be careful about this, because oily cotton has often caused a fire through its spontaneous combustion.
5. Put away the polish bottle, wiping the outside carefully.
6. Wash the dusters and hang them up to dry.

Recipe for furniture polish:

8 oz. linseed oil	½ oz. alcohol
½ pt. vinegar	½ oz. butter of antimony
	½ oz. muriatic acid

Mix the ingredients thoroughly, and keep in a closely corked bottle. This polish should not be used on pianos.

*To clean a piano case**Apparatus:*

A bottle of olive oil, a bottle of alcohol, some new or perfectly clean cotton flannel, a perfectly clean chamois leather, and a basin of water.

Procedure:

1. Wet a small piece of the flannel and drop on it a few drops of oil.
2. Rub, with the wet flannel, a small section of the case at a time, and immediately rub it thoroughly with a dry piece of the flannel, before proceeding to a fresh section.
3. Polish finally with the chamois or a fresh piece of the flannel. Rub with the grain of the wood, and breathe on it occasionally to help remove any oiliness that may remain. A very little flour rubbed with the grain of the wood will also help to remove oiliness, but its use should not be necessary.
4. Wash the piano keys with a corner of the flannel wet with alcohol. Be careful, however, to avoid touching the wood with the alcohol, as it will ruin the varnish.

*To polish woodwork or floors with kerosene**Apparatus:*

The kerosene can, the kerosene plate, a kerosene mitt, a handful of cotton waste (or an old soft cloth), and a soft woolen or flannelette cloth.

Procedure:

1. Put a very thin layer of kerosene in the plate and dip the mitt into it.
2. Rub a section of the wood hard with the mitt, being careful to clean out the corners thoroughly. Immediately rub as much kerosene off the section as possible with the cotton waste or old cloth. Then proceed to clean the next section.
3. When all the wood has been cleaned and the first section has stood for an hour, polish it finally with the woolen cloth. It will be all the better to stand three or four hours before the polishing.
4. Put away the kerosene mitt, plate, and can, and burn the waste.
5. Wash the polishing cloth in strong soapsuds, rinse carefully, and hang it to dry.

NOTE.— In all wood polishing rub with the grain of the wood.

*To clean woodwork**Apparatus:*

A fiber tub, two flannelette dusters, borax, and warm water.

Procedure:

1. Put a level tablespoonful of borax into the tub and half fill the tub with warm water. The water should be comfortably warm.
2. Wash a section of the woodwork with one duster, and immediately rub dry with the other duster before proceeding to the next section.
3. When two do this work together, better progress is made when one washes and the other dries the wood.
4. A stepladder is necessary for high woodwork.
5. When all the wood is cleaned, wash out the dusters carefully and hang them up to dry.

NOTE.— A steel wire brush, such as is used by painters, will expedite the cleaning out of corners and angles when the woodwork has been badly neglected.

*To dust woodwork**Apparatus:*

One or more damp flannelette dusters.

Procedure:

1. Begin at one corner of the room and dust the baseboard of wainscoting. Do the doors and windows as they come.
2. Use the dusters to wipe up the dust and do not shake them about. When one duster becomes dirty, take another. Go over every board of the woodwork, and be careful not to slur over the corners but to take the dust out of them.

3. When dusting stairways it may be necessary to use a long-handled cornice brush in order to reach all parts.
4. Woodwork with many panels is easily dusted with a woolly stove-mitt, which is kept for the purpose.
5. Wash out the dusters with soap and water and hang them up to dry.

LAMPS

Apparatus:

An old newspaper, the kerosene can, a damp flannelette duster, lamp scissors, and a dry towel.

Procedure:

1. Carry the lamps to a sink, or to a table convenient to the sink.
2. Spread the paper and place everything on it.
3. Wash and dry the lamp chimneys as if they were tumblers, set them aside, and put away the towel.
4. Open up the lamp burner, screw up the wick, trim off all the char with the scissors, and screw down the wick a quarter of an inch below the brass. Be careful not to drop the char around. Round wicks must have the char rubbed off with the duster.
5. Soap one corner of the duster and rub carefully every part of the brass burner; if necessary, polish as directed on page 332, "To clean brass and copper."
6. Fill each lamp nearly full of kerosene. See that the burner is properly screwed on, and wipe the body of the lamp carefully.
7. Put on the chimneys and set the lamps in their places.
8. Wash the scissors and duster and hang the duster to dry. Gather all trimmings in the paper and burn both trimmings and paper. They are not safe to leave around.

LAUNDERING

*To wash with paraffin**Apparatus:*

Paraffin wax, laundry soap, soft water, clothes boiler, saucepan, laundry tub, and wringer.

Procedure:

1. Soak the clothes over night in cold *soft* water.
2. Shred one half cup of paraffin and one half-pound bar of soap, and melt in one pint of hot water.
3. Fill the boiler with soft water and bring to boiling point; add the paraffin mixture.
4. Wring the clothes out of the water in which they are soaking, put them in the boiler, and boil one half hour.

5. Remove the clothes to a tub of soft, warm water, or a washing machine, and rinse the soapsuds well out of them. Only the very dirty parts need to be rubbed. This rinsing water must be kept as warm as possible.
6. Rinse in clear cold water.
7. Rinse in bluing water.

NOTE — For a washing of about five boilerfuls, prepare twice the amount of paraffin and soap, putting one half of it in the first boilerful and adding more to each succeeding boilerful of clothes.

To launder table linen

Apparatus:

Tub, washboard or washing machine, soap, ironing table with blanket and sheet, hot irons, and cloth for cleaning irons.

Procedure:

Washing

1. Remove all stains.
2. Soak over night if possible in softened water.
3. Wash in hot water, using soap and the board or machine.
4. Boil or scald fifteen minutes in soapy water.
5. Rinse in cold water.
6. Rinse in cold bluing water.
7. Dry out of doors if possible.

NOTE.— For old linen add one cup of boiled starch to each gallon of bluing water.

Dampening

1. Dampen well.
2. Roll up tightly and let lie over night if possible.

Ironing

1. General rules:
 - a. Pull well into shape.
 - b. Have the irons very hot.
 - c. Press heavily.
 - d. Iron until perfectly dry.
2. Ironing and folding a table napkin:
 - a. Place the napkin on the table wrong side up, with the name on the upper right-hand corner.
 - b. Fold the lower edge to within $\frac{1}{8}$ inch of the upper edge, and iron.
 - c. Fold the lower edge even with the upper edge, and iron.
 - d. Fold the left-hand edge to within $\frac{1}{8}$ inch of the right-hand edge, and iron.

- e. Fold the left edge even with the right-hand edge, and iron.
 - f. Turn over and iron the remaining square.
3. Ironing and folding a table cloth in the screen fold of four:
- a. Fold the cloth lengthwise, wrong side out.
 - b. Fold again lengthwise.
 - c. Drop one selvage and bring it back to the folded edge on the opposite side.
 - d. Place lengthwise on the ironing table and iron the top quarter.
 - e. Open and iron the middle quarters.
 - f. Fold the middle quarters together and iron the remaining quarter.

NOTE — If the cloth is very large or the table very narrow, it is better to fold it in two, right side out, iron both sides, and refold in the screen fold.

To wash chamois leather

Apparatus:

Warm water and washing soda, soap, and a clean towel.

Procedure:

1. Dissolve one eighth cup of washing soda in two quarts of lukewarm water.
2. Soak the chamois in the soda water fifteen to sixty minutes, according to dirtiness.
3. Lift the chamois into a basin of warm, strong soapsuds, and squeeze and work them with the hands until clean. Be careful not to rub or wring them. Very soiled places may be put on a smooth surface and brushed with a small brush.
4. Rinse thoroughly in warm, soft water. Press as much water out as possible by pulling through the hand. Roll in the towel and wring tightly. Stretch well in all directions and hang to dry.
5. Stretch and rub the chamois two or three times while they are drying.

METAL WARE

To clean brass and copper

Apparatus:

Rottenstone, sweet oil, scouring flannels, chamois skin, clean dry towel, and a saucer; also, if necessary, a soft brush.

Procedure:

1. Wash the article in hot, soapy water. If badly tarnished, it may be necessary to make a weak solution of oxalic acid and rub this over the article before washing it. The acid, however, is a dangerous thing to use if the skin is broken anywhere on the hands.

2. Mix a little paste of rottenstone and oil in the saucer and scour the brass vigorously with it. Be especially careful to get it into crevices and corners.
3. Wash thoroughly with hot water and soap, rinse, and dry. If the article seems greasy after the washing, the water was not sufficiently soapy and the washing should be done over.
4. Polish with chamois skin.
5. Wash out the cloths and chamois skin and hang them up to dry.

NOTE.—If the article is very badly tarnished it may be rubbed with fine emery paper, or finely pulverized pumice stone may be used as a paste with the acid or with water, rubbing vigorously.

To clean granite ware

Apparatus:

A vessel large enough to hold the utensil being cleaned, and one that will not be affected by strong soda solution; washing soda, bath brick, dishcloth, and dish towel.

Procedure:

1. Place the utensils to be cleaned in the larger vessel.
2. Nearly fill with cold water.
3. Add soda in the proportion of one half cup soda to one quart cold water.
4. Let boil for an hour or until most of the dirt will rinse off readily.
5. Take the utensils out of the soda water and rinse under the tap.
6. If necessary scour the utensils with bath brick or sapolio, in order to remove obstinate spots.
7. Wash like ordinary dishes.

NOTE.—It may be necessary to repeat this operation several times in extreme cases.

To clean ironware

Apparatus:

An old newspaper, a flannelette duster, a lump of beeswax or mutton fat tied in a square of cloth, a piece of old cloth for scouring, some coarse salt, and a basin of soapy water.

Procedure:

To season new ironware

1. Heat the iron utensil hot enough to melt the wax or fat.
2. Spread the newspaper on the table; rub the utensil with the wax.
3. Wash in hot, soapy water.

NOTE.—Repeat several times if necessary.

To clean rusty ironware

1. Spread the newspaper on the table.
2. If very rusty, rub the ironware with kerosene and let stand for an hour, or longer if necessary, before further treatment.
3. Heat the utensil enough to melt the wax or fat.
4. Rub with wax or fat until well covered. Then scour off with salt.
5. Wash the utensil with hot soapsuds and dry.
6. Heat until thoroughly dry.
7. If the weather is damp or the ironware is being put away for some time, rub with wax, vaseline, or saltless fat of any kind, in order to prevent rust.

NOTE.—It may sometimes be necessary to use finely pulverized bath brick in addition to the salt. Flatirons should be cleaned as described for ironware.

To clean nickel

Apparatus:

The bottle of ammonia, a tablespoonful of whiting in a small bowl, a small woolen cloth, and a larger woolen cloth or a flannelette duster.

Procedure:

1. Stir enough household ammonia into the whiting to make a thin paste, as thick as milk.
2. Rub the paste over the nickel, rubbing it well into crevices.
3. When dry, rub the whiting off and polish with the dry woolen cloth.
4. If stains still remain, it will be necessary to scour them off with sapolio or something similar.

NOTE.—When nickel on a stove has been neglected and is very dirty, it is often easier to clean the pieces after they have been unscrewed and taken off; but it is necessary to look after all the bolts and screws carefully and see that all are put back in their proper places.

To clean silver

Apparatus:

A bottle of silver polish, a small piece of old, soft cloth, a clean flannel or flannelette cloth, a plate brush, and a clean chamois skin.

Procedure:

1. Shake the polish bottle thoroughly, wet the old cloth with the polish, and rub all the silver all over with it. Then wash the mouth and cork of the bottle, and cork the bottle tightly. When cleaning a large amount of silver, pour the polish in a small saucer to use.
2. When the whiting is dry on the silver, rub off as much as possible with the flannel cloth.
3. Brush the whiting out of cracks and crevices with the plate brush.

4. Polish with the chamois.
5. If necessary, wash the chamois.

Recipe for silver polish:

- 1 cup methylated spirit (wood alcohol)
- 2 tablespoonfuls household ammonia
- $\frac{1}{4}$ cup precipitated whiting

Mix the ingredients and keep in a closely corked bottle. Shake thoroughly before using.

NOTE.—The silver polish should be of the consistency of milk when being used.

To clean steel ware

Apparatus:

A knife board if knives are to be cleaned, bath brick or sapolio, cork, dishcloth, dish towel, and clean chamois.

Procedure:

1. Spread a newspaper on the table and place on it the utensils to be cleaned.
2. Pulverize finely some of the bath brick.
3. Moisten the cork with water and dip it in the bath brick or sapolio.
4. Rub the steel utensil vigorously with the moist bath brick.
5. Wash in warm water, being careful not to immerse knife handles in hot water.
6. Wipe thoroughly dry.

NOTE.—If steel utensils are to be kept some time without being used, extra precaution must be taken to have them thoroughly free from moisture. They may be dried in very gentle heat. Dry flour, dry bath brick, or oil on the blades will prevent any rust.

To clean zinc

Apparatus:

The kerosene can, some cotton waste or an old cloth, a bottle of vinegar and alum mixture (see below), and an old pot.

Procedure:

1. Take a piece of cotton waste or an old cloth, pour a little kerosene on the zinc, and spread it all over with the waste or cloth.
2. Start at one corner and rub hard with the waste or cloth until the zinc is clean and bright.
3. Finally, rub off all superfluous kerosene with a piece of fresh waste.
4. If the zinc has been neglected and is very dirty, heat some of the vinegar and alum mixture in the old pot. Apply it hot, rub hard, and wipe off immediately.
5. Burn the waste.

Vinegar and alum mixture:

2 oz. powdered alum
1 qt. strong vinegar

Boil the vinegar, add the alum, and stir until dissolved. Apply hot. Badly stained nickel can be cleaned by boiling in this mixture until the stains begin to disappear, before polishing. Keep in a tightly corked bottle.

THE REFRIGERATOR

Apparatus:

Two dishpans, the trap brush, a small scrub brush, two dishcloths, a clean towel, soap, washing soda, and ammonia.

Procedure:

1. Empty the water pan below and replace it.
2. Fill the sink or a dishpan half full of strong, hot soapsuds. Put warm water into a dishpan to the depth of an inch and add a half tablespoonful ammonia.
3. Remove the ice to the other dishpan, using the dishcloths to prevent its slipping. Gather up any straws or dirt.
4. Remove all food. Put the ice rack and the shelves into the soapsuds.
5. Wash the ice box carefully and quickly with the ammonia water. Be sure to get all the corners clean, and scrub the waste pipe with the trap brush. Rinse it down with the ammonia water and then with a dipperful of fresh, clean water. Dry with the dishcloth wrung out of clean water.
6. If the waste pipe is movable, take it out of the food closet and put it in the soapsuds. Scrub the ice rack and the shelves with the scrub brush, and the pipe with the trap brush. Let off the suds, rinse the pieces in plenty of cold water, and dry with the towel.
7. Replace the ice rack and the ice, and close the ice-box doors.
8. Mix a fresh lot of ammonia water, and wash the walls and floor of the food closet. Be sure the corners are clean. Dry with the towel. Be very sure that movable parts belonging to the waste pipe are taken apart, washed thoroughly, and carefully fitted back into place. Then replace the waste pipe and the shelves.
9. Replace the food, but do not close the doors.
10. Wash out the pipe cap under the refrigerator most carefully with the ammonia water and soap.
11. Empty the water pan and wash it thoroughly, with plenty of soap in the ammonia water, before replacing it.
12. Close the refrigerator doors.
13. Wash out and put away the dishpan, brushes, and cloths.

THE SINK

*To flush a sink trap**Apparatus:*

An old granite or iron pot, a granite funnel, a stick, and one third cup washing soda for each sink.

Procedure:

1. Put the soda in the pot, add a quart of water for each one third cup of soda. Bring it to a boil, stirring to dissolve the soda but only with a stick that can be thrown away afterwards.
2. Put the funnel in the sink plug-hole and pour down the quart of boiling soda-water. Be careful not to let the soda get on hands or drain boards. Leave the pot, stick, and funnel in the sink.
3. See that no water goes down the sink for half an hour.
4. Plug the sink and fill it with water, hot if possible. Then remove the plug and let the rush of water finish cleaning out the trap.
5. Rinse, dry, and put away the funnel, pot, and other implements and leave everything tidy at the sink.
6. Every sink and trap in the house should have this treatment at least once a week.

*To clean out a sink trap**Apparatus:*

An empty garbage pail, an old, small sieve, the trap brush, a monkey wrench, an old pot, and one fourth cup washing soda.

Procedure:

1. Put the soda into the pot, add two quarts of water, and boil.
2. Set the pail under the trap and unscrew the cap at the bottom of the S-trap.
3. Remove any obstruction that may be there, and brush out both sides of the trap pipe with the trap brush.
4. Pour the soda solution down the sink, then put on the screw cap.
5. Put the sieve in the sink, empty the contents of the pail through it, then empty the contents of the sieve into the stove.
6. Plug the sink, fill it with water, and wash the sieve, garbage pail, and trap brush. Then let the water away in order to flush the trap. While it is running away, examine the trap to make sure that it is not leaking at the screw.

THE STOVE

*To blacklead a kitchen stove**Apparatus:*

The black-lead plate, the turpentine bottle, a dauber, a black-lead brush, black lead, soap, an old flannel cloth, a pail of hot water, and a stove apron.

Procedure:

1. Put on the stove apron.
 2. Mix the black lead with enough warm water to make it the consistency of cream, then add a few drops of turpentine.
 3. Wet the cloth, rub it on the cake of soap, and wash the stove all over with it. Rinse the cloth and renew the soap as often as necessary. The object is to get rid of old blacking and grease, and so make the surface easier to polish. Soda water is an excellent substitute for soap, if the stove is very greasy or has been neglected.
 4. Let the stove dry.
 5. Commence at the top of the stove. With the dauber apply a thin layer of blacking to one section of the stove, and polish immediately with the black-lead brush; then proceed to blacken and polish the next section. If the blacking is allowed to dry before the brushing, the polish is harder to obtain; therefore, daub only as much as can be polished before it dries out.
 6. Fireplace baskets and irons do not require washing very often.
 7. Burn the old cloth, wash out the pail, and put everything away tidily.
- NOTE.—It is now considered good practice to oil kitchen stoves, thus avoiding the labor and dust of the blackleading process.

To oil a kitchen stove

1. Put a little separator oil on a wad of cotton waste and rub it on all the iron parts of the stove.
2. Rub off with fresh waste, an old cloth, or some crumpled paper.
3. Polish with a dry flannelette or woolen cloth until all oiliness is gone.
4. Burn the waste, old cloth, or paper. Be particular about this because oily waste and oily cloths are a frequent cause of fire through spontaneous combustion.
5. Wash out the polishing cloth.

*To clean a gas stove thoroughly**Apparatus:*

A stove apron, a couple of old newspapers, a wire sink-brush, a monkey wrench, whisk, dustpan and brush, a sink towel, several pieces of old cloth, soap and washing soda, and the separator-oil bottle.

Procedure:

1. Put on the apron and spread the papers on the table.
2. Turn off the gas at the main supply pipe with the monkey wrench.
3. Fill a large dishpan with strong, hot soapsuds, put into it to soak the dripping pan and rack and any movable nickel pieces of the stove.

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