A SIMPLE METHOD OF

Ironing a Shirt

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Make your motions count in home tasks

Save time and energy in home tasks by analyzing each task and by applying work simplification methods.

1. List the steps of a job you want to improve.
2. Study these steps for waste motions.
   Can you leave out any of the steps?
   Can you combine steps?
   Can you use both hands?
   Do you use the best tool for the task?
   Do you keep everything together and within easy reach?

Ironing men's shirts

Work simplification methods can be successfully applied in ironing men's shirts. Elaine Knowles of Cornell University* developed the quick, simple method of ironing men's shirts as described in this bulletin.

Women who have followed these directions have ironed a shirt in much less time than that required by their usual method and have improved the appearance of the shirt.

Laundering the shirt

The shirt, to look well ironed, must first be well washed.

The soil on the collars and cuffs should be loosened. Place them on a flat surface and scrub them with a small, stiff, vegetable brush that has been dipped in diluted bleach water and rubbed on a cake of naptha soap.

For washing by hand, place the shirts in water as hot as the hands will stand; if using a washing machine, use somewhat hotter

* Cornell Bulletin for Homemakers No. 629, December 1943.
water. Keep the suds at least 2 inches high. Wash thoroughly. Rinse three times.

Starch the shirts as desired. A basic starch recipe is:

\[ \frac{1}{2} \text{ cup starch} \]
\[ 1 \text{ cup cold water} \]
\[ 2 \text{ quarts boiling water} \]

Mix together the starch and the cold water, add the boiling water, stirring constantly. Boil for about 5 minutes and strain through a thin cloth.

Use one part of the starch mixture and five parts of water if a thin all-over starching is desired.

Use equal parts of starch mixture and water, if the collars, cuffs, and the button and buttonhole hems only are to be starched.

**Sprinkling the shirt**

Equipment: a tall slender bottle that is easy to grasp, equipped with a sprinkler top.

Use warm water, which lessens the time required for the clothes to stand before ironing. Two to three hours is generally needed for the moisture to be uniform throughout the shirt.

Steps in sprinkling and rolling up the shirt so that it will be in the right position for ironing by the simplified method:

1. Spread the shirt flat on a work surface; smooth out as many wrinkles as possible. Sprinkle the front and the sleeves.
2. Turn the collar and yoke down over the front about one-third the length of the shirt. Sprinkle the collar. Little moisture is needed on the yoke as it absorbs moisture from the collar.
3. Fold the shirt so that the tail is on the underside. Roll it lightly. Tight rolling tends to deepen the wrinkles.

**The ironing board**

A well-padded wide ironing board or table is more satisfactory for ironing shirts than the usual narrow ironing board because on the wider surface the shirt requires less handling. One of the secrets of good ironing is to handle the shirt as little as possible.

The board shown on reverse side of this bulletin is 20 inches wide and is made the same length as the regular ironing board. It is made of 4-inch plywood.

Small, wooden buttons fastened to wooden cleats on the underside of the board hold it firmly to the regular-sized ironing board. Pad the board with two thicknesses of padding and cover with muslin that has been flame-proofed as a safety precaution.
To flame-proof the muslin fabric rinse it thoroughly in the following solution:

- 7 ounces borax
- 3 ounces boric acid
- 2 quarts hot water

Make a paste of the powdered boric acid and $\frac{1}{2}$ cup cold water; add the borax and hot water.

The use of the wide board will also save time and energy in ironing all flat work including table linens, pillow cases, and in pressing men's suits.

**Ironing the shirt**

To save time and energy in ironing a shirt, follow the simplified method as illustrated and described on the reverse side of this bulletin.

**Folding the shirt**

The ironed shirt may be placed on a clothes hanger and stored in a clothes closet. Some homemakers prefer to fold the shirt and store in a drawer.

**Suggested method for folding shirt**

1. Button the collar button and the third and fifth buttons.
2. Turn the shirt back side up.
3. Fold the left side toward the center.
4. Draw the left sleeve down toward the tail, fold the sleeve in the middle, and place the cuff just below the collar.
5. Fold the right sleeve in the same way and place the cuff over the first one.
6. With the left hand fold the top half of the shirt down toward the tail.
7. Tuck the remaining part of the tail between the collar and the sleeves, to hold the shirt together.
A SIMPLE METHOD OF FOLDING A SHIRT

1. Place the rolled, dampened shirt at the left end of the board. As it is unrolled the tail will fall over the side of the board and the yoke will be toward you.

2. Give the shirt a one-fourth turn, which places it lengthwise of the board. Iron the yoke. Repeat the process.

3. Fold the unironed left front over the ironed back, smooth and iron it.

4. Make a "Z" turn by crossing the arms and place the shirt into position for ironing the left sleeve. The right sleeve is now hanging free over the end of the board away from the rest of the dampened shirt.

5. Light another "Z" turn. Place the rolled, dampened board on the ironing board. Make the collar and the back of the collar and the back of the yoke.

6. Place the back of the shirt in position against the back. From the back of the shirt, iron the front of the shirt, which becomes the front.

7. Fold the right front over the ironed back, smooth and iron it.

8. Shift the shirt slightly toward the back of the board. Iron the inside of the back. Iron the right front over the ironed back.

Steps in Ironing a Skirt

1. Pick up the right sleeve by the cuff and shoulder, and turn it placket side up. Smooth the wrinkles toward the shoulder and the cuff.

2. Start ironing in the center of the sleeve toward the shoulder.

3. Shift the iron to the left hand when ironing into the cuff.

4. Shift the iron back to the right hand and iron the inside of the cuff. Stretch and dry the seams well.

5. Turn the sleeve over and repeat the process.

6. Iron the top of the collar and the band while the skirt is in this position.

7. Make a "Z" turn by crossing the arms and place the skirt in position to iron the yoke.

8. Fold the yoke across the back and iron.

9. Give the skirt a one-fourth turn, which places it lengthwise of the board. Iron the inside of the left front and yoke.

10. Stretch and press dry the underseams of the sides to prevent puckering.

11. Fold the unironed left front over the ironed back, smooth and iron it.

12. Press the button-hole band, turn it back and press it on the wrong side.

13. Retouch the front if necessary.

A wider ironing board helps...

[Instructions and diagrams for making and using a wider ironing board]

A SIMPLE METHOD OF IRONING A SHIRT