Independent Checksheets Independent Checksheets Foundation

IC CHECKSHEET OF 15 SEPTEMBER 2010

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INDEPENDENT COURSE SUPERVISOR COURSE

NAME: _____ ORG: _____

POST	OCCUP.	ATION:			
DATE STARTED:			_ DATE COMPLETED: _		
PRER	EQUISIT	ES: Student	Hat, TR's Cou	ırse	
MATE	RIALS:	Independer The ICSC L E-Meter	•	ervisor Course Pack	
LENG	TH OF C	OURSE: Tw	o weeks full tir	me (eight hours per day,	five days per week).
outnes		student and		ourse is: A course supe sic debugging skills to g	•
	IENCE: 7 sheet.	Γhis checksh	eet is studied	I once through in the se	equence listed on the
award		certificate of		letion of this course, t AL INDEPENDENT COL	
		KE		CTION I: ITOLOGY WORKING	
1.	HCO PL	7 Feb. 65	KSW S KEEPIN WORK	NG SCIENTOLOGY	
2.		_ 17 June 70R Rev. 25.10.83	BI KSW S TECHN	eries 5R IICAL DEGRADES	
3.		22 Nov. 67R 12.4.83	A KSW S OUT-TE	eries 25 ECH	
4.	HCO PL	_ 15 Feb. 79		eries 24 LL TECH: PENALTIES	
5.		- 16 Mar. 71R 29.1.75		eries 27 IS A COURSE?	
6.	WORD		lear the purpos e meter.	se of a course supervisor o	n
			TH	CTION II: HEORY Checkout Only)	
1.	HCO PL	_ 4 Mar. 71 II		DO THEORY	

CHECKOUTS & EXAMINIATIONS

2.	HCO PL 24 Sep. 64	INSTRUCTION & EXAMINIATIONS, RAISING THE STANDARD OF	 	
3.	HCO PL 4 Oct. 64 Reiss. 16.2.81	THEORY CHECKOUT DATA	 	
2.	HCO PL 21 Feb. 71R	A SUPERVISOR CHECKOUTS	 	
4.	HCO PL 12 May 64	THEORY TESTING EXPERATION DATES	 	
5.	HCO PL 5 Mar. 71	STARRATE OUTPOINTS	 	
6.	HCO PL 14 Mar. 71	ON GIVING CHECKOUTS	 	
7.	HCOB 24 May 68	COACHING	 	
8.	HCOB 21 Aug. 79	TWINNING	 	
	CLA	SECTION III: Y TABLES AND HOW TO DO THEM		
1.	HCOB 10 Dec. 70RA	I CLAY TABLE WORK IN TRAINING	 	
2.	HCOB 11 Oct. 67 Reiss. 26.10.80	CLAY TABLE TRAINING	 	
3.	CLAY DEMO: (So	upervisor Checkout <u>ONLY</u>)		
	1. What happens word.	when a student misses understanding a	 	
	2. What happens student's under	when a checkout does not consult the standing.	 	
	3. The end result achieve that.	of study showing how you help your twin	 	
	4. What happens followed on giving	to the entire org if these policies aren't ng checkouts.	 	
4.	DRILL: (Superviso	or Checkout <u>ONLY</u>)		
	page policy or bulleting such as comm. lags, demonstrations, ect. the student is flunked. The student is passed	w check the Supervisor out on at least a two h. Flunks are thrown in by the Supervisor glibness, poor definitions, bad The student must say "flunk" immediately or and sent back to study the policies again. It when the student can give a 100 % thout any hesitation. (The policy used may be.	 	
		SECTION IV: STUDY TAPES		
1.	TAPE: 6406C18	STUDYING: INTRODUCTION	 	
2.	TAPE: 6407C09	STUDYING: DATA ASSIMILATION	 	
3.	TAPE: 6408C04	A SUMMARY OF STUDY	 	
4.	TAPE: 6408C06	STUDYING: GRADIENT AND NOMENCLATURE	 	
5.	TAPE: 6408C11	STUDYING: EVALUATION OF INFORMATION		

6.	TAPE: 6408C13	STUDY AND EDUCATION	 	
7.	TAPE: 6409C22	A REVIEW OF STUDY	 	
8.	TAPE: 6608C18	STUDY AND INTENTION	 	
9	ESSAYS: (Hand in	to Supervisor after twin Okays them)		
	How a superviso skipped gradient	r detects and handles someone with a	 	
	How to detect an word or symbol.	nd handle someone with a misunderstood	 	
	3. The different way the significance.	ys we provide mass on a course to go with	 	
	4. The difference be	etween education and schooling.	 	
		SECTION V: THE MIND		
1.	TAPE: 6012C31	THE THINGS OF SCIENTOLOGY	 	
2.	CLAY DEMO: The b	ody. (Save the clay demo)	 	
3.	BOOK: Scientology 0-	8 THE AXIOMS OF SCIENTOLOGY Page 66: Axioms 1 &2 only	 	
4.	THEORY CHECHOUT a student to define all things in the bulletin w	on each other per HCO PL 4 Oct. 1964 T DATA: "Coaching Theory means getting I the words, give all the rules, demonstrate with his hands or bits of things and also may be definitions of Scientology terms." – LRH	 	
5.	WORD CLEAR: "TH	ETAN"	 	
6.	CLAY DEMO: Theta	n (add to the clay demo of "body")	 	
7.	TAPE: 6101C21	THE PARTS OF THE MIND	 	
8.	WORD CLEAR: "MIN	ND"	 	
9.	CLAY DEMO: MIND "Theta	(add to the clay demo of "body" & an")	 	
10.	HCOB 23 Apr. 69RA Re-rev. 20.9.78	DIANETICS BASIC DEFINITIONS	 	
11.	CLAY DEMO:			
	1. A chain containir	ng a lock, secondary & engram.	 	
	2. The only thing in	the mind.	 	
12.		CYCLE OF ACTION, TIME TRACK, TERMINALS, STABLE DATUM,	 	
		SECTION VI: ORIENTATION AND BASICS		
1.	HCO PL 13 Sep. 65R Rev. 16.2.81	KSW Series 26 OUT TECH AND HOW TO GET IT IN	 	

	HCO PL 23 July 81R I	Study Series 12 THE USE OF DEMONSTRATION	
3.	HCOB 16 Oct. 68	SUPERVISOR'S DUTY	
4.	HCO PL 7 Mar. 72 II	COURSE SUPERVISORS	
5.	HCOB 21 Sep. 70R	Study Series 1 STUDY DEFINITIONS	
10.	HCO PL 21 July 81R I Rev. 25.7.87	WHAT IS A CHECKSHEET	
11.	HCOB 11 Jun. 69	MATERIALS, SCARCITY OF	
12.	HCO PL 18 July 71 I	STATS AND PROGRESS BOARD	
13.	HCO PL 16 Mar. 71R I Rev. 29.1.75	KSW Series 27 WHAT IS A COURSE?	
14.	Mar. 71R I, WH happen if the te	on each paragraph of HCO PL 16 IAT IS A COURSE? telling what would each in each paragraph were not ecific. (Hand in to Supervisor after	
15.	HCOB 2 June 71 I	Study Series 2 CONFRONTING	
16.	HCOB 22 July 71 II	Study Series 3 CONFRONTING, ADDITION	
17.	DRILLS:		
	1. SUPERVISOR DRILL	LA	
	2. SUPERVISOR DRILL	LB	
	3. SUPERVISOR DRILL		
	5. SUPERVISOR DRILL	LC	
18.	HCOB 25 June 71R Rev. 25.11.74	Word Clearing Series 3R BARRIERS TO STUDY	
18.19.	HCOB 25 June 71R	Word Clearing Series 3R	
	HCOB 25 June 71R Rev. 25.11.74	Word Clearing Series 3R BARRIERS TO STUDY WORDS, MISUNDERSTOOD	
19.	HCOB 25 June 71R Rev. 25.11.74 HCOB 10 Mar. 65	Word Clearing Series 3R BARRIERS TO STUDY WORDS, MISUNDERSTOOD GOOFS	
19. 20.	HCOB 25 June 71R Rev. 25.11.74 HCOB 10 Mar. 65 HCOB 20 Sep. 68 HCO PL 16 Sep. 64 I	Word Clearing Series 3R BARRIERS TO STUDY WORDS, MISUNDERSTOOD GOOFS GLEE UNDERSTANDING AND TAPE	
19. 20. 21.	HCOB 25 June 71R Rev. 25.11.74 HCOB 10 Mar. 65 HCOB 20 Sep. 68 HCO PL 16 Sep. 64 I HCO PL 4 Aug. 81R	Word Clearing Series 3R BARRIERS TO STUDY WORDS, MISUNDERSTOOD GOOFS GLEE UNDERSTANDING AND TAPE LECTURES	
19.20.21.22.	HCOB 25 June 71R Rev. 25.11.74 HCOB 10 Mar. 65 HCOB 20 Sep. 68 HCO PL 16 Sep. 64 I HCO PL 4 Aug. 81R Rev. 30.8.83	Word Clearing Series 3R BARRIERS TO STUDY WORDS, MISUNDERSTOOD GOOFS GLEE UNDERSTANDING AND TAPE LECTURES PINK SHEETS	
19.20.21.22.	HCOB 25 June 71R Rev. 25.11.74 HCOB 10 Mar. 65 HCOB 20 Sep. 68 HCO PL 16 Sep. 64 I HCO PL 4 Aug. 81R Rev. 30.8.83 DRILLS:	Word Clearing Series 3R BARRIERS TO STUDY WORDS, MISUNDERSTOOD GOOFS GLEE UNDERSTANDING AND TAPE LECTURES PINK SHEETS	

25.		Mar. 78RB 6.1.89	Word Clearing Series 59RB CLEARING WORDS	 	
26.	HCOB 13 Oct. 79		Word Clearing Series 66 CONCEPTUAL UNDERSTANDING	 	
27.	CLAY DE	MO: The de	finition of a cleared word.	 	
28.	HCO PL 1	15 Dec. 65R I	STUDENTS GUIDE TO ACCEPTABLE BEHAVIOR	 	
29.	HCO PL 1	16 May 69	COURSE ADMINISTRATION	 	
30.	HCOB 13	Aug. 72RC	FAST FLOW TRAINING	 	
31.	HCO PL 1	16 Mar. 72 V	WHAT IS A COURSE HIGH CRIME	 	
32.	ICP 24 Ma	ar. 2011	INDEPENDENT STUDENT POINTS SYSTEM	 	
33.	HCO PL 1	19 Apr. 65	ETHICS TRAINING AND PROCESSING REGULATIONS – TECHNICAL DISCIPLINE STUDENT'S QUESTIONS	 	
34.		17 June 70RB ev. 25.10.83	KSW Series 5R TECHNICAL DEGRADES	 	
35.	HCO PL 1	16 Apr. 65 I	THE HIDDEN DATA LINE	 	
36.		14 Feb. 65 30.8.80	KSW Series 4 SAFEGUARDING TECHNOLOGY	 	
37.	HCO PL 1	15 Sep. 67	SUPERVISORS CODE	 	
38.	ESSAY:	Supervisors Co	on each of the points in the ode. Mock up a situation for each and ould handle it. (Hand in to Supervisor ay.)	 	
			SECTION VII: TWO WAY COMM		
1.	HCOB 13	Oct. 70	COURSE SUPERVISOR CORRECTIONS	 	
3.		Jun. 71RA II 30.11.74	W/C Series 4R TWO-WAY COMM AND THE MISUNDERSTOOD WORD	 	
4.		Jun. 71RA 20.12.88	W/C Series 5R SUPERVISOR TWO-WAY COMM EXPLAINED	 	
2.	DEMO:		o the Supervisor the use of 2-Way Course Supervisor.	 	
5.	DRILLS:	Student as St with 2WC isol the appropria demonstration a skipped gra	s a student who is having difficulty. Upervisor approaches the coach and lates the coach's trouble and with te Sup tool (W/Cing, use of n, appropriate 'mass', or handling of dient among other aspects of Sup dy tech) resolves the difficulty to an		

F/Ning student. Emphasis is on good TRs, sufficient communication from the student to determine the trouble, and the appropriate tool to resolve it.

Flunk for excessive talk about the student's 'case', or for digressing off the 2WC into something disrelated to the difficulty and the resolution of study trouble (i.e. TR4) or for failing to find and handle the coach's study trouble with standard Sup/Study tech. Flunk for any out TRs. Flunk for any 'unusual' solutions to a study trouble etc.

SECTION VIII: THE BASICS CONTINUED HCO PL 14 Dec 70 **GROUP SANITY (Section on** Training only with particular attention to paragraphs on the speed of training and toughness.) **SPOT CHECKS** 2. HCO PL 28 Aug. 83 3. HCO PL 24 Oct. 68 SUPERVISOR KNOW-HOW **RUNNING THE CLASS** HCO PL 24 Oct. 68 II SUPERVISOR KNOW-HOW HANDLING THE STUDENT HCO PL 24 Oct. 68 III SUPERVISOR KNOW-HOW R-FACTOR TO STUDENTS HCO PL 24 Oct. 68 IV SUPERVISOR KNOW-HOW TIPS IN HANDLING STUDENTS HCOB 30 Oct. 78R I COURSES - THEIR IDEAL SCENE 7. Rev. 3.8.83 **SECTION IX: METERING** 1. Book: Introducing the E-Meter Have an E-Meter to hand while you study this book. Do the actions described in the book with your meter. The student must perform each step as called for in the book. (Refer to the owner's manual for your meter as needed.) Chapter: "How the E-Meter Works" a. b. Chapter: "Setting Up the E-Meter" Chapter: "The Sensitivity Knob" C. d. Chapter: "The Needle" Chapter: "The Tone Arm" f. Chapter: "Needle Action" Chapter: "Meter Repair" g.

Chapter: "Get E-Meter Training"

h.

2.	Book:	The Book of Forward	E-Meter Drills	 	
3.	HCOB 10 Dec	. 65	E-METER DRILL COACHING	 	
4.	DRILL:	E-Meter Drill "Touch and I	1: _et Go of the E-Meter"	 	
5.	DRILL:	E-Meter Drill "E-Meter Far		 	
6.	DRILL:	Counter" (Re	3: and Reading a Tone Arm efer to the owner's manual er as needed.)	 	
7.	DRILL:	External Pre	3A: Check of the E-Meter by cision Resistors" (Refer to manual for your meter as	 	
8.	DRILL:	• •	4: an E-Meter" (Refer to the ual for your meter as	 	
9.	HCOB 11 May Rev. 8.7.78	69R	METER TRIM CHECK	 	
10.	69R. The coa out of trim before turns the meter after-session or position found departure from drill is passed	ch adjusts the ore the studer r over to the s neter trim che on the check the meter trii when the stud	check per HCOB 11 May e meter so that it is slightly at does the check. He than student, who dos a standard ack and notes down the TA. Coach gives a flunk for any m check HCOB violated. The dent has demonstrated he ate meter trim check		
11.	DRILL:	E-Meter Drill "Can Squeez		 	
12.	DRILL:	E-Meter Drill "Handling the	6: e Tone Arm and Sensitivity"	 	
13.	DRILL:	E-Meter Drill "Tone Arm R		 	
14.	DRILL:	E-Meter Drill "Tone Arm M	9: lotion and Body Motion"	 	
15.	DRILL:	E-Meter Drill "Tone Arm B		 	
16.	DRILL:	E-Meter Drill "Superlative	11: Tone Arm Handling"	 	
17.	Book:	E-Meter Ess Chapter F	entials	 	
18.	HCOB 21 July	78	WHAT IS A FLOATING		

19.	DRILL:	E-Meter Di		 	
20.	DRILL:	E-Meter Di "Needle Me Recognition	otion and No Motion	 	
21.	DRILL:	E-Meter Di "Familiariz	rill 15: ation with Reading an E-Meter"	 	
22.	DRILL:	E-Meter De "The Produ	rill 16: uction of Needle Actions"	 	
23.	DRILL:	E-Meter De "What Mak Cleaning a	ces the E-Meter Read and	 	
24.	HCOB 5 Aug.	78	INSTANT READS	 	
25.	DRILL:	E-Meter De		 	
26.	HCOB 22 July	78	ASSESSMENT TRs	 	
27.	DRILL:	E-Meter Di "E-Meter S		 	
28.	DRILL:	E-Meter De "Assessme	rill 24: ent by Instant Read"	 	
29.	DRILL:	E-Meter De "Differentia Reads"	rill 26: ation Between Sizes of Needle	 	
30.	DRILL:	E-Meter De "Needle Ol	rill 27: bservation"	 	
		W	SECTION IX: /ORD CLEARING		
1.	HCOB 13 May 71		ord Clearing Series 57 FUDENT GRASP OF MATERIALS	 	
2.	HCOB 4 Sep. 71 I		ord Clearing Series 19 TERATIONS	 	
3.	HCOB 31 Aug. 71 Rev. 25.7.87		ord Clearing Series 16R DNFUSED IDEAS	 	
4.	HCOB 23 Jun. 71 Rev. 25.7.87		ord Clearing Series 1R IE SECRET OF FAST COURSES	 	
5.	HCOB 29 June 71 Rev. 20.12.88	3 ST	C Series 7RA EPS TO SPEED STUDENT CODUCT FLOW	 	
6.	HCOB 1 July 71R Rev. 28.12.88		C Series 10RB EEDING UP A SLOW COURSE	 	
7.	CLAY DEMO: S	peeding up s	student product flow.	 	
8.	HCOB 1July 71R	TH	ord Clearing Series 9R E DIFFERENT WORD EARING	 	

9.			W/C Series 31RD METHOD 3 WORD CLEARING	 	
10.		Preb. 72RA 8.7.74	W/C Series 32RA IMPORTANT – URGENT WORD CLEARING METHOD 4	 	
11.		Aug. 72RA 14.7.89	W/C Series 42RA METHOD 4 NOTES	 	
12.	DRILLS:				
	1. Do I	Method 3 Word (Clearing on another student.	 	
	2. Do I	Method 4 Word (Clearing on another student.	 	
13.	HCOB 21	Jun. 72 I	W/C Series 38 METHOD 5	 	
14.	HCOB 30 Jan. 73RE Rev. 16.5.84		W/C Series 46RE METHOD 9 WORD CLEARING THE RIGHT WAY	 	
15.	DEMO:	Method 5 Word	d Clearing.	 	
16.	DRILL:	Do Method 9 Vit.	Vord Clearing on a student who needs	 	
			SECTION X: ETHICS AND LINES		
1.	HCO PL	19 Apr. 65	TRAINING AND PROCESSING REGULATIONS, TECH DIVISION, QUAL DIVISION TECHNICAL DISCIPLINE STUDENT'S QUESTIONS	 	
2.	HCO PL	29 Apr. 65 III	ETHICS REVIEW	 	
3.	HCO PL	5 Apr. 65 II	THE NO-GAIN-CASE STUDENT	 	
4.	HCO PL	1 July 65 I	ETHICS CHITS	 	
		1	SECTION XI: FINAL COURSE DRILLS		
1.	DRILLS:				
	1. SUF	PERVISOR DRIL	LF	 	
	2. SUF	PERVISOR DRIL	LG	 	
	3. SUF	PERVISOR DRIL	LH	 	
	4. SUF	PERVISOR DRIL	LI	 	
	5. SUF	PERVISOR DRIL	LJ	 	
	6. SUF	PERVISOR DRIL	LK	 	
	7. SUF	PERVISOR DRIL	LL	 	
	8 SUE	PERVISOR DRII	I M		

SECTION XII: STUDENT COURSE COMPLETION

1. STUDENT COMPLETION:

		ave completed the requirements of this checksheet atterial.	and I know and can apply this
ST	UDE	NT ATTEST:	DATE:
		ave trained this student to the best of my ability and uirements of this checksheet and knows and can ap	•
SU	PER	VISOR ATTEST:	DATE:
		ly when the student has acquired these skills withou nieve the ability to properly supervisor a course room	•
2.	ST	UDENT ATTEST AT C&A:	
	l at	test:	
	a.	I have exchanged for my course.	
	b.	I have studied and understand all the materials or	the checksheet.
	C.	I have done all the drills on the checksheet.	
	d.	I can produce the results required in the materials	of the course.
ST	UDE	NT ATTEST:	DATE:
C&	A: _		DATE:
		e student is awarded the certificate of INDEPENDENT COMPLETION.	NT COURSE SUPERVISOR
(Ro	oute	this checksheet to the Course Admin for filing in the	student's folder.)
JAI.	:iaw		nt Checksheet Compilations