

HQS C/S-INSTANT-HAT

Prerequisites: HQS
SH

All items are starrate. The essays and demos have to be passed first by the twin and after that by a trained C/S.

1. HCOB 23 Aug 1971 C/S-SERIES 1 AUDITORS RIGHTS _____

2. Essay:
 - a) Why session reports never gets copied _____

 - b) Auditor has no case _____

3. Drill: Learn the section until you know instantly what every out-rud does mean and how it is handled _____

4. HCO PL 21. Oct 1962 AUDITING SUPERVISOR AND AUDITING INSTRUCTORS DUTIES OF
§ Auditing Atmosphere _____
§ Scheduling Time _____
§ Infraction Sheets _____
§ Observation of Auditing _____
§ Pinksheet _____

Objectives

- HCOB 19 Mar 1978 QUICKIE OBJECTIVES _____

2. Essay: What are a quickie objectives? _____

3. HCOB 2 Aug 1962 CCH ANSWERS _____

4. HCOB 27 May 1965 Processing _____

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|-----|---|-------|
| 5. | HANDBOOK FOR GROUP PROCESSING
§ The Communication Lag | _____ |
| | § Boil-Off | _____ |
| 6. | Essay: What is:
a) a comm lag
b) boil-off? | _____ |
| 7. | HCOB 3 Feb 1959 FLATTENING A PROCESS | _____ |
| 8. | SHSBC-Tape 26 page 4 | _____ |
| 9. | Essay: When is a objective process flat? | _____ |
| 10. | HCO PL 27. May 65 PROCESSING | _____ |
| 11. | HCOB 5 Apr 1962 CCHs AUDITING ATTITUDE | _____ |
| 12. | HCOB 4 Dec 1957 §1. - 8. | _____ |
| 13. | Essay: Why is to keep ARC in session of great importance? | _____ |
| 13. | HCOB 25 Mar 1982 OBJECTIVES NOT BITING | _____ |

SA-Lists

- | | | |
|----|--|-------|
| 1. | Book: Self Analysis Processing Section | _____ |
| 2. | HCOB 29 May 1958 (Extract) STANDARD CLEAR PROCEDURE AND AN EXPERIMENTAL ROAD: CLEARING BY VALENCES | _____ |
| 3. | Essay: How long and how many times can the SA-Lists be run? What is the purpose of those lists? | _____ |

General C/S Data

- 1. HCOB 28 Sep 1971 C/S-SERIES 62
KNOW BEFORE YOU GO

- 2. OEC 4, page 506 § Policy on DofP-Interviews

- 3. HCOB 1 Apr 1981 II INTERVIEWS

- § HGC PC Technical Estimate Interview

- § DofP Interview

- § Qual Consultant Interview

- 4. Drill: Write three different DofP-Int and give them to a doll.

- 5. HCOB 3 Nov 1971 C/S-SERIES 66
AUDITORS WORKSHEETS

- 6. Drill: Write a pink sheet about an invented situation of somebody who wrote an illegible session.

C/Sing

- 1. HCOB 22 Sep 1971 C/S-SERIES 61
THE THREE GOLDEN RULES OF THE C/S,
HANDLING AUDITORS

- 2. Essay: Write for every golden rule three examples.

- 3. HCOB 8 Mar 1971 C/S-SERIES 29
CASE ACTIONS, OFF LINE

- 4. Essay: Describe every point and how you will handle it.

5. HCOB 21 Aug 1970 C/S-SERIES 16
SESSION GRADING WELL DONE,
DEFINITION OF _____
6. HCO PL 24 Sep 1964 INSTRUCTION AND EXAMINATION,
RAISING THE STANDARD OF _____
7. W/C: Gradient _____
8. Essay: What session grades you give in accordance to
gradients. _____

END OF CHECKSHEET