

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex

HCO POLICY LETTER OF 25 SEPTEMBER 1979R

Issue III

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Remimeo
Orgs
Academies
Co-audit
Supervisors
Missions

THE HUBBARD METHOD ONE CO-AUDIT CHECKSHEET

NAME _____ ORG: _____

POST: _____

DATE STARTED _____ DATE COMPLETED: _____

PREREQUISITES: There are no prerequisites for this course. (HQS is recommended.)

Note: One can receive Method One Word Clearing in the HGC. This course is for anyone who wishes to get Method One Word Clearing by co-auditing it with another.

The Method One Co-audit Checksheet is normally done just before the Student Hat. However, if one cannot receive Method One immediately due to case reasons (e.g., being in the middle of a major auditing action), one can do the Student Hat while completing the necessary auditing actions and then do the Method One Co-audit Checksheet.

PURPOSE: To train a student to co-audit Method One Word Clearing.

STUDY TECH: The second section of this course teaches important basics of study technology. They are to be applied in full as you learn them and as you continue on through the course.

By initialing the blank after each checksheet entry, you are attesting that you fully understand and can apply the data. **DRILLS ARE TO BE DONE FULLY TO THEIR RESULT.**

MATERIALS:

- Hubbard Method One Co-audit Course pack
- A Mark Super VII, Mark VI or Mark V E-Meter
- Book: Introducing the E-Meter
- Book: E-Meter Essentials
- Book: The Book of E-Meter Drills
- Book: Scientology: The Fundamentals of Thought

You are required to maintain a standard course schedule. Study and work during your class periods and outside of class. You have a lot to study and get checked out on in order to complete this course. You can't afford to waste time.

This course is done with a twin, per HCOB 21 Aug. 79. TWINNING.

You may be credited with materials you have studied on previous checksheets.

PRODUCT: A student who has successfully co-audited on Method One Word Clearing.

CERTIFICATE: HUBBARD METHOD ONE CO-AUDIT COURSE GRADUATE.

LENGTH OF COURSE: Three to four weeks full time, at eight hours per day, five days per week (four days to complete the checksheet up to the co-auditing section).

NOTE: THIS IS A CO-AUDIT COURSE. COMPLETION OF THIS COURSE DOES NOT QUALIFY ONE AS A PROFESSIONAL AUDITOR OR WORD CLEARER, NOR DOES IT ENTITLE ONE TO DO ANY KIND OF AUDITING OR WORD CLEARING OTHER THAN CO-AUDITING METHOD ONE WORD CLEARING.

SECTION A: KEEPING SCIENTOLOGY WORKING

- | | | |
|---|--|-------|
| 1. HCO PL 7 Feb. 65 | KSW Series 1
KEEPING SCIENTOLOGY
WORKING | _____ |
| 2. HCO PL 17 June 70RB I
Rev. 25.10.83 | KSW Series 5R
TECHNICAL DEGRADES | _____ |
| 3. | | _____ |
| 4. | | _____ |
| 5. | | _____ |

- f. A homonymic definition _____
 - g. A substitute definition _____
 - h. An omitted (missing) definition _____
 - i. A no-definition _____
 - j. A rejected definition _____
9. **ESSAY:** Write up five different examples of how a word could be misunderstood or not understood. Turn your essay in to the Course Supervisor. _____
10. HCOB 23 Mar. 78RB Word Clearing Series 59RB
Rev. 16.1.89 CLEARING WORDS _____
11. **PRACTICAL:** Turn to the beginning of your course pack and review HCO PL KEEPING SCIENTOLOGY WORKING. Starting from the top of the HCO PL find and clear any words you did not fully understand, restudying the issue as you go. Write up what you did and the results and turn your write-up in to the Course Supervisor. _____
12. HCOB 4 Sept. 71 III Word Clearing Series 20
 SIMPLE WORDS _____
3. HCOB 13 Feb. SIR Word Clearing Series 67R
Rev. 25.7.87 DICTIONARIES _____
14. **DEMO:** How to select a good dictionary for your own use as a student. _____
15. HCOB !9 June 72 Word Clearing Series 37
 DINKY DICTIONARIES _____
16. _____
17. _____
- !8. _____

SECTION C: THE AUDITOR'S CODE

1. HCO PL 14 Oct. 68RA THE AUDITOR'S CODE
Rev. 19.6.80

2. **DEMO:** Each point of the Auditor's Code.

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____
- 11. _____
- 12. _____
- 13. _____
- 14. _____
- 15. _____
- 16. _____
- 17. _____
- 18. _____
- 19. _____
- 20. _____
- 21. _____
- 22. _____
- 23. _____
- 24. _____
- 25. _____
- 26. _____
- 27. _____
- 28. _____
- 29. _____

- 3. _____
- 4. _____
- 5. _____

SECTION D: TRAINING ROUTINES

1. Book: Scientology: The Fundamentals of Thought
Chapter: -The ARC Triangle"

2 **DEMO:**

- a. Affinity _____
- b. Reality _____
- c. Communication _____

d. How increasing one corner of the ARC triangle affects the other corners

e. The formula of communication

3. HCOB 24 May 68 COACHING

4. **DEMO:** The purpose of a coach

5. HCOB 16 Aug. 71R II TRAINING DRILLS
Rev. 5.7.78 REMODERNIZED
through the section on
OT TR 0

[Note to the Supervisor: These TRs are supposed to be done at co-audit gradient per HCOB 30 May 80R, SUPERVISING CO-AUDIT TRs,]

6. **DRILL:** Do OT TR 0 with another student until you are familiar with how to do it, have improved your ability to do what the drill calls for and have had a win on the drill.

7. HCOB 16 Aug. 71R II TRAINING DRILLS
Rev. 5.7.78 REMODERNIZED
section on TR 0

8. **DRILL:** Do TR 0 with another student until you are familiar with how to do it, have improved your ability to do what the drill calls for and have had a win on the drill.

9. HCOB 16 Aug. 71R II TRAINING DRILLS
Rev. 5.7.78 REMODERNIZED
section on TR 0 Bullbait

10. **DRILL:** Do TR 0 Bullbait with another student until you are familiar with how to do it, have improved your ability to do what the drill calls for and have had a win on the drill.

11. HCOB 16 Aug. 71R II TRAINING DRILLS
Rev. 5.7.78^ REMODERNIZED
section on TR 1

12. **DRILL:** Do TR 1 with another student until you are familiar with how to do it, have improved your ability to do what the drill calls for and have had a win on the drill.

TR 2 _____

TR 4 _____

22. _____

23. _____

24. _____

SECTION E: METERING

NOTE: The student first reads and then drills each of the E-Meter drills in this section.

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.)

a. Chapter: "How the E-Meter Works" _____

b. Chapter: "Setting Up the E-Meter" _____

c. Chapter: "The Sensitivity Knob" _____

d. Chapter: "The Needle" _____

e. Chapter: "The Tone Arm" _____

f. Chapter: "Needle Actions" _____

g. Chapter: "Meter Repair" _____

h. Chapter: "Get E-Meter Training" _____

2. Book: *The Book of E-Meter Drills*
Foreword _____

3. HCOB 10 Dec. 65 E-METER DRILL
COACHING _____

- 4. **DRILL:** 1-Meter Drill 1:
"Touch and Let Go of the E-Meter" _____

- 5. **DRILL:** E-Meter Drill 2:
"E-Meter Familiarization" _____

- 6 **DRILL:** E-Meter Drill 3:
"Setting Up and Reading a Tone Arm Counter" (Refer to the owner's manual for your meter as needed.) _____

- 7 **DRILL:** E-Meter Drill 3A:
"Calibration Check of the E-Meter by External Precision Resistors" (Refer to the owner's manual for your meter as needed.) _____

- 8. **DRILL:** E-Meter Drill 4:
"Setting Up an E-Meter" (Refer to the owner's manual for your meter as needed.) _____

- 9. HCOB 11 May69RI Rev. 8.7.78 METER TRIM CHECK _____

- 10. **DRILL:** Doing a meter trim check per HCOB 11 May 69R.
The coach adjusts the meter so that it is slightly out of trim before the student does the check. He then turns the meter over to the student, who does a standard after-session meter trim check and notes down the TA position found on the check. Coach gives a flunk for any departure from standard procedure and shows the student the exact point of the meter trim. check HCOB violated. The drill is passed when the student has demonstrated he can do a standard and accurate meter trim check. _____

- 11. **DRILL:** E-Meter Drill 5RB:
"Can Squeeze" _____

- 12. **DRILL:** E-Meter Drill 6:
"Handling the Tone Arm and Sensitivity" _____

- 13 **DRILL:** E-Meter Drill 7:
"Tone Arm Reading" _____

14 DRILL:	E-Meter Drill 10: "Tone Arm Blowdowns'	_____
15 DRILL:	E-Meter Drill 11: "Superlative Tone Arm Handling"	_____
16. Book:	E-Meter Essentials Chapter F	_____
17 DRILL:	E-Meter Drill 12: "Needle Actions"	_____
18. DRILL	E-Meter Drill 14: "Needle Motion and No Motion Recognition"	_____
19 DRILL:	E-Meter Drill 15: "Familiarization with Reading an E-Meter"	_____
20. DRILL:	E-Meter Drill 16: "The Production of Needle Actions" E-Meter Drill 17:	_____
21 DRILL:	"What Makes the E-Meter Read and Cleaning a Read"	_____
22. HCBB 5 Aug. 78	INSTANT READS	
23. DRILL:	E-Meter Drill !9: "Instant Reads"	_____
24.HCOB 22 July 78	ASSESSMENT TRs	_____
25. DRILL:	E-Meter Drill 24 "Assessment by Instant Read"	_____
26. DRILL:	E-Meter Drill 26: "Differentiation Between Sizes of Needle Reads"	_____

- 27. **DRILL:** E-Meter Drill 27:
"Needle Observation' _____
- 28. DRILL 5-1 _____
- 29. DRILL 19-1 _____
- 30. _____

SECTION F: AUDITOR ADMIN

- 1. HCOB 6 Nov. 87 Auditor Admin Series 14RA
THE WORKSHEETS _____
- 2. **DEMO:** The purpose of the session worksheets. _____
- 3. HCOB 5 Nov. 87 Auditor Admin Series 13RA
THE AUDITOR'S REPORT
FORM _____
- 4. **DEMO:** The purpose of the Auditor's Report Form _____
- 5. HCOB 17 Mar. 69R II Auditor Admin Series 12RA
Rev. 12.11.87 SUMMARY REPORT
FORM _____
- 6. **DEMO:** The purpose of the Summary Report Form. _____
- 7. HCOB 31 Oct. 87 Auditor Admin Series 7RA
THE FOLDER SUMMARY _____
- 8. **DEMO:** The purpose of the Folder Summary. _____
- 9. HCOB 13 Nov. 87 Auditor Admin Series 3RA
THE PC FOLDER AND ITS
CONTENTS _____
- 10. **PRACTICAL:** Make up the following, assemble them in
proper sequence and turn then them in to
the Supervisor: _____
 - a. A dummy set of worksheets showing the process "Do birds fly?"
run to ER _____

- b. A dummy Auditor's Report Form showing the session where the process "Do birds fly?" was run _____
- c. A dummy Summary Report Form for the above session _____
- d. A dummy Folder Summary entry for the session. _____
- 11. _____
- 12. _____
- 13. _____

SECTION G: BASIC SESSION ACTIONS

- 1. HCOB 4 Dec 77R CHECKLIST FOR SETTING
 Rev. 19.8. UP SESSIONS AND AN
 E-METER _____
- 2. HCOB 9 Aug. 78 II Word Clearing Series 52
 CLEARING COMMANDS _____
- 3. **DRILL:** Clearing commands, on is doll. Coach answers
 for the doll and holds the cans. squeezing the cans to
 simulate reads. The student clears the commands "Do
 fish swsn'1'." and "Do birds fly?" On any flunk, the
 coach shows the student the exact LRH reference violated.
 The drill is passed when the student has demonstrated he
 can standardly clear commands, keeping accurate
 worksheets. _____

 [Note: The following HCOB. MODEL, SESSION, includes
 instructions on the use of rudiments and Havingness. These
 procedures arc not taught as part of this co-audit course.
 Unless you have been trained on flying rudiments earlier,
 the Supervisor will arrange for another to fly the ruds if
 they are needed in your co-audit sessions-] _____
- 4. HCOB 11 Aug. 78 11 MODEL SESSION _____

5. **DRILL:** Model session, on a doll. Coach answers for the doll and squeezes the cans to simulate reads. The student starts, runs and ends a dummy session in which the processes 'Do fish swim?' and "Do birds fly'5" arc-run. Coach shows the student exact LRH reference violated after any flunk. The drill is passed when the student has demonstrated he can do Model Session procedure (excluding rudiments and Havingness, unless trained on these earlier)

6.

7.

8.

SEXTION H: METHOD ONE WORD CLEARING

1. HCOB 30 June 71 RC II
Rev. 3.3.89

Word Clearing Series 8RC
STANDARD C/S FOR WORD
CLERAING IN SESSION METHOD ONE

2. **DIAGRAM:** Draw a diagram showing how a subject is cleared using Method One Word Clearing procedure including finding and clearing earlier words in the subject, finding and handling earlier-similar subjects, and taking the subject to EP with all words found F/Ned. Turn your diagram in to the Supervisor.

3. **DEMO:** The EP of:

a. Handling a single word

b. Handling a subject

c. Method One Word Clearing

4. **DEMO:** The full Method One Word Clearing procedure.

5. **DRILL:** Method One Word Clearing procedure on a doll.
Coach answers for the doll and squeezes the cans to simulate reads. Coach shows the student the exact LRH reference violated after any flunk. The drill is passed when he has demonstrated he can do the full Method One Word Clearing procedure with metering and admin in.

____ _

6. **DRILL:** A full Method One Word Clearing session, on a doll. Coach answers for the doll and squeezes the cans to simulate reads. Coach shows the student the exact LRH reference violated after any flunk. The drill is passed when he has demonstrated he can do a complete Method One Word Clearing session, from start to finish.

____ _

7. HCOB 4 Dec. 78

HOW TO READ THROUGH
AN F/N

____ _

8. **DRILL:** Sit down in front of a meter with an F/Ning student on the cans and assess the prepared lists in The Book of E-Meter Drills. Spot each time you get a "check" or a "slow" or any change in an otherwise continuing F/N. Coach sits behind student and flunks any miscalled reads, referring the student to the exact LRH reference violated. The drill is passed when the student can read through an F/N and is adept at this

____ _

9.

____ _

10

____ _

SECTION I: STUDENT THEORY COMPLETION

1. STUDENT ATTEST:

I attest that 5 have no misunderstands on the course materials and can successfully apply the materials of this course.

STUDENT ATTEST: _____ DATE: _____

2. STUDENT ATTEST:

I attest that the above-named student has fully completed the checksheet, knows and can apply the materials of the course and has no misunderstands.

SUPERVISOR _____ DATE: _____

3. EXAMINATION:

An examination is fully passed in Qual on the materials of this checksheet. Passing grade is K5 percent. Missed questions are handled in Cramming.

STUDENT EXAMINER: _____ DATE: _____

SECTION J: CO-AUDITING

CO-AUDITING ON THES COURSE !S DONE IN THE COURSE ROOM, UNDER SUPERVISION. IF YOU RUN INTO TROUBLE IN A SESSION, PUT YOUR HAND BEHIND YOUR BACK AND THE SUPERVISOR WILL COME AND ASSIST YOU.

1. Audit your twin on Method One Word Clearing to completion.

C/S: _____

2. Receive Method One Word Clearing from your twin to completion.

C/S: _____

SECTION K: COURSE COMPLETION

1. STUDENT COMPLETION:

I have audited my twin to completion on Method One Word Clearing and have received Method One Word Clearing to completion.

STUDENT ATTEST: _____ DATE: _____

SUPERVISOR ATTEST:

I attest that the above student has audited his twin to completion of Method One and has received his own Method One to completion.

SUPERVISOR _____ DATE: _____

2. STUDENT ATTESTATION AT CERTS AND AW4RDS:

I attest

- a. I have enrolled on the course,
- b. I have paid for the course,
- c. I have studied and understand all the materials on the checksheet,
- d. I have done all the drills on this checksheet,
- e. S can produce the results required in the materials of the course.

STUDENT ATTEST: _____ DATE: _____

C&A _____ DATE: _____

3. CERTS AND AWARDS:

This graduate has been issued a certificate of HUBBARD METHOD ONE CO-AUDIT COURSE GRADUATE.

C&A _____ DATE: _____

(Route this form to the Course Administrator for filing in the student's folder.)

L. RON HUBBARD
Founder
Revision assisted by
LRH Technical Research
and Compilations

(The directions, drills and study assignments which make up this course checksheet were written by LRH Technical Research and Compilations staff. The compilation of this checksheet was done according to specific LRH advices on what materials should be on this course, as well as LRH policies and instructions which prescribe the standard format for course checksheets.)