

L. Ron Hubbard

EXECUTIVE DIRECTIVE

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deletion.)

SUBJECT: VFP Series No. 1
TRAINING AUDITORS

REFERENCE: MINI COURSE SUPERVISOR
COURSE AND PACK

The final valuable product of your Training Department is
AUDITORS WHO CAN OBTAIN ROUTINE STANDARD
RESULTS WITH STANDARD TECH AND GIVE PCs WINS.

If you are having any trouble getting auditings in the
HGC or getting results, if you are having any non-delivery
problems it goes back directly to a failure to train auditors
well in the first place in your area.

If students don't come to you, then students who can't
use the materials are giving you bad word of mouth.

YOUR ORG REPUTE DEPENDS ON AUDITORS WHO CAN ACTUALLY AUDIT.

Any failure in this goes back to training. If training
is off policy and poor, then a flubby product will result.

THERE IS A HUBBARD PROFESSIONAL COURSE SUPERVISOR COURSE
AVAILABLE IN CONTINENTAL TRAINING ORGS AND MAJOR ORGS. It is
a 4 week course designed to make professional Course Super-
visors. You should arrange for people to attend it.

MEANWHILE, to help you and get you going immediately, I
am giving you with this ED, a 5 day checksheet and pack of a
MINI COURSE SUPERVISOR COURSE.

This is intended to be done AT ONCE on anyone you have
connected with training, supervisor or administrator.

This, if used and done, which I know you will do for
me, will snap your training level way up and get you started
into serious fast training of auditors.

A well run Training Department fills up with students.

To get a well run Training Department check this MINI
COURSE OUT ON YOUR TRAINING PEOPLE.

TARGETS

1. Select your fastest study most skilled auditor who gets
the best results.
2. Designate him as Temporary Mini Course Supervisor
Course Supervisor.

3. Have him rapidly study the checksheet.
 4. On a five hour a night basis, have him run a course teaching this course.
 5. Push into the course every person even distantly connected with training.
 6. See that the person selected to be Cramming Officer is a member of your Mini Cse Super Cse.
 7. Get the course taught fully and fast.
 8. Any person who can't get through it or doesn't turn up or blows it is not to be permitted to be connected with the Training Department thereafter.
 9. Put the best student of this Mini Cse Super Cse on as your Director of Training.
 10. See that any course you teach in your org is conducted exactly along the lines of this Mini Course.
 11. Put someone on the Hubbard Professional Course Supervisors Course as it is much more extensive.
 12. . . .
 13. Assemble packs for your courses or get them by air from Bridge Publications, Inc. (new name for PUBS US) or PUBS DK which has Academy Courses.
 14. When you have your training personnel and Cramming Officer fully trained on this course report compliance to the Flag International Management Org (IMO).
 15. Return the auditor selected in Target 1 to his normal duties.
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MINI COURSE SUPERVISORS CHECKSHEET

The following checksheet is done once through starrate. However the Supervisor TRs should be done several times until the student has total certainty on them.

No item on the checksheet may be signed off as having been previously done on another checksheet.

The end result of this Course is a Supervisor who is able to produce effectively trained people who can skillfully apply what they have learned and will apply it. It is also a Supervisor who can at least double or triple the point and completion stats of any course.

This is a five day course full time.

NAME _____ DATE STARTED _____

ORG _____ POST _____

HCO PL 7 Feb 65 Reiss. 27.8.80	KSW Series 1, KEEPING SCIENTOLOGY WORKING	_____	_____
HCO PL 17 Jun 70RA Re-rev. 27.4.81	KSW Series 5 URGENT AND IMPORTANT TECHNICAL DEGRADES	_____	_____
HCO PL 16 Mar 71R Rev. 29.1.75 Reiss. 16.2.81	KSW Series 27 WHAT IS A COURSE?	_____	_____
Purpose of a Course Supervisor cleared on the meter.		_____	_____

THEORY (Supervisor checkout ONLY)

- | | | | | |
|----|-----------------------------------|--|-------|-------|
| 1. | HCO PL 4 Mar 71 | HOW TO DO THEORY
CHECKOUTS & EXAMINATIONS | _____ | _____ |
| 2. | HCO PL 24 Sep 64 | INSTRUCTION & EXAMINATION
RAISING THE STANDARD OF | _____ | _____ |
| 3. | HCO PL 4 Oct 64
Reiss. 21.5.67 | THEORY CHECKOUT DATA | _____ | _____ |
| 4. | HCO PL 26 Aug 65 | SCIENTOLOGY TRAINING
TWIN CHECKOUTS | _____ | _____ |
| 5. | HCO PL 12 May 64 | THEORY TESTING
EXPIRATION DATES | _____ | _____ |
| 6. | HCO PL 29 Oct 81 | STARRATE OUTPOINTS | _____ | _____ |
| 7. | HCO PL 31 Aug 81 | ON GIVING CHECKOUTS | _____ | _____ |
| 8. | HCOB 24 May 68 | COACHING | _____ | _____ |
| 9. | HCOB 21 Aug 79 | TWINNING | _____ | _____ |

CLAY TABLES AND HOW TO DO THEM (Twin Checkout)

- | | | | | |
|----|-------------------------------------|--------------------------------|-------|-------|
| 1. | HCOB 10 Dec 70RI | CLAY TABLE WORK IN
TRAINING | _____ | _____ |
| 2. | HCO PL 11 Oct 67
Reiss. 26.10.80 | CLAY TABLE TRAINING | _____ | _____ |

CLAY DEMONSTRATIONS (Supervisor Checkout ONLY)

Demo an example of each of the following:

1. What happens when a student misses understanding a word. _____
2. What happens when a checkout does not consult the student's understanding. _____
3. The end result of study showing how you help your twin achieve that. _____
4. What happens to the entire org if these policies aren't followed on giving checkouts. _____
5. _____
6. _____

DRILL (Supervisor checkout ONLY)

The student must now check the Supervisor out on at least a two page policy or bulletin. Flunks are thrown in by the Supervisor such as comm lags, glibness, poor definitions, bad demonstrations, etc. The student must say "flunk" immediately or the student is flunked and sent back to study the policies again. The student is passed when the student can give a 100% standard checkout without any hesitations. (The policy used may not be from the course.)

26 12/4/83

STUDY TAPES

The student is to take very careful notes on these tapes and must present full notes to the supervisor as proof, and must be able to quote all the laws of study as contained in these tapes.

- | | | | |
|----|-----------|-----------------------------------|-------|
| 1. | 18 Jun 64 | STUDYING INTRODUCTION | _____ |
| 2. | 9 Jul 64 | STUDYING - DATA ASSIMILATION | _____ |
| 3. | 4 Aug 64 | A SUMMARY OF STUDY | _____ |
| 4. | 6 Aug 64 | STUDY - GRADIENTS & NOMENCLATURE | _____ |
| 5. | 11 Aug 64 | STUDY - EVALUATION OF INFORMATION | _____ |
| 6. | 13 Aug 64 | STUDY AND EDUCATION. | _____ |
| 7. | 22 Sep 64 | A REVIEW OF STUDY | _____ |
| 8. | 18 Aug 66 | STUDY AND INTENTION | _____ |

ESSAYS (Hand in to Supervisor after twin OKs them)

1. How a supervisor detects and handles someone with a skipped gradient. _____
2. How you detect and handle someone with a misunderstood word or symbol. _____
3. The different ways we provide mass on a course to go with the significance. _____
4. The difference between education and schooling. _____

THE MIND:

- | | | | |
|----|-----------------|-----------------------|-------|
| 1. | HCO INFO LETTER | ANATOMY OF HUMAN MIND | _____ |
| | 2 Sep 64 | COURSE | _____ |
| 2. | Tape 6012C31 | THE THINGS OF | _____ |
| | AHM-C | SCIENTOLOGY | _____ |

DEMONSTRATE IN CLAY (save the demo)

The body. _____

3. Study axioms 1 and 2 with your twin.
Theory coach them on each other.
 4. Demonstrate in clay
Add to your demo now by looking up word "thetan"
and adding it to previous demo of "body."
 5. Tape 6101C21 THE PARTS OF THE MIND
ACSA-2
Demonstrate in clay
Look up word "mind" and add it to previous
demo of "body" and "thetan."
 6. HCOB 23 Apr 69RA DIANETICS BASIC
Re-rev. 20.9.78 DEFINITIONS
- Demonstrate in clay
1. A chain containing a lock, secondary & engram.
 2. The only thing in the reactive mind.
Tape 6101C22 CYCLE OF ACTION, TIME
ACSA-5 TRACK, TERMINALS, STABLE
DATUMS, REACTIVE THOUGHT

Demonstrate in clay

1. A machine.
2. A circuit.

ORIENTATION

1. B.T.B. 26 Oct 70 II DEFINITION OF A STUDENT
Reiss. & Reinstated 5.10.77
2. B.T.B. 27 Oct 70 THE INTENTION OF THE STUDENT
Reiss. & Reinstated 6.10.77
3. HCOB 13 Sep 65R KSW Series 26, OUT TECH
Rev. & Reiss. 16.2.81 AND HOW TO GET IT IN
4. B.T.B. 28 Oct 70 NON-APPLICATION
Reiss. & Reinstated 6.10.77
- 5.
6. HCOB 14 May 80 DEMONSTRATIONS
(Section on Demo Kits)
7. HCOB 16 Oct 68 SUPERVISOR'S DUTY
8. HCO PL 7 Mar 72 II COURSE SUPERVISORS

THE BASICS

1. HCOB 21 Sep 70 Study Series No. 1
STUDY DEFINITIONS
2. B.P.L. 27 Jul 69R WHAT IS A CHECKSHEET
Rev. 16.10.74
3. HCOB 11 Jun 69 MATERIALS, SCARCITY OF
4. B.P.L. 30 Jul 69RA URGENT ALL COURSES
Rev. & Reiss. 11.8.75 STUDENT PROGRESS BOARD
5. HCO PL 16 Mar 71R KSW Series 27
Rev. 29.1.75 WHAT IS A COURSE?
Reiss. 16.2.81
6. HCOB 30 Oct 78 COURSES - THEIR IDEAL
SCENE

Practical

Write an essay on each paragraph of WHAT IS A COURSE? HCO PL 16 Mar 71R, telling what would happen if the tech in each paragraph were not applied. Be specific. (Hand in to Supervisor after twin OKs.)

(B.T.B. 25 Mar 71R SUPERVISOR TRAINING REGIMENS
Rev. & Reiss. 27.7.74)

1. SUPERVISOR TR-A.
2. SUPERVISOR TR-B.
3. SUPERVISOR TR-C.

THE BASICS (Continued)

7.

- | | | | | | |
|-----|------------------------------------|---|-------|-------|-------|
| 8. | HCO PL 24 Oct 68 II | SUPERVISOR KNOW-HOW | _____ | _____ | _____ |
| 9. | HCOB 10 Mar 65 | HANDLING THE STUDENT
WORDS, MISUNDERSTOOD
GOOFS | _____ | _____ | _____ |
| 10. | HCOB 20 Sep 68 | GLEE | _____ | _____ | _____ |
| 11. | HCO PL 16 Sep 64
Reiss. 21.7.67 | UNDERSTANDING AND TAPE
LECTURES | _____ | _____ | _____ |
| 12. | HCOB 19 Jun 72R
Rev. 15.2.81 | DINKY DICTIONARIES | _____ | _____ | _____ |

Practical

- | | | | | |
|----|------------------|-------|-------|-------|
| 1. | SUPERVISOR TR-D. | _____ | _____ | _____ |
| 2. | SUPERVISOR TR-E. | _____ | _____ | _____ |

THE BASICS (Continued)

- | | | | | | |
|----|-----------------------------------|--|-------|-------|-------|
| 1. | HCOB 17 Jul 79 I | W/C Series 64, THE MIS-
UNDERSTOOD WORD DEFINED | _____ | _____ | _____ |
| 2. | HCOB 22 Mar 78RA
Rev. 14.11.79 | W/C Series 59RA
CLEARING WORDS | _____ | _____ | _____ |
| 3. | HCOB 13 Oct 79 | W/C Series 66
CONCEPTUAL UNDERSTANDING | _____ | _____ | _____ |

Demonstrate in clay

- | | | | | |
|----|-----------------------------------|-------|-------|-------|
| 1. | The definition of a cleared word. | _____ | _____ | _____ |
|----|-----------------------------------|-------|-------|-------|

THE BASICS (Continued)

- | | | | | | |
|----|--|--|-------|-------|-------|
| 1. | HCO PL 15 Dec 65 | STUDENTS GUIDE TO
ACCEPTABLE BEHAVIOR | _____ | _____ | _____ |
| 2. | HCO PL 16 May 69 | COURSE ADMINISTRATION | _____ | _____ | _____ |
| 3. | HCO PL 24 Oct 68 | SUPERVISOR KNOW-HOW
RUNNING THE CLASS | _____ | _____ | _____ |
| 4. | B.P.L. 8 May 69R II
Rev. & Reiss. 14.7.75 | HOW TO TEACH A COURSE | _____ | _____ | _____ |
| 5. | HCO PL 25.9.79 I | URGENT - IMPORTANT, SUC-
CESSFUL TRAINING LINEUP | _____ | _____ | _____ |
| 6. | HCO PL 16 Mar 72 V | HIGH CRIME, WHAT IS A
COURSE HIGH CRIME | _____ | _____ | _____ |
| 7. | HCO PL 18 Apr 81 | THE STANDARD STUDENT
POINTS SYSTEM | _____ | _____ | _____ |
| 8. | HCO PL 2 Apr 71R | HOW TO PUSH UP STUDENT
POINTS AND GET THE TARGETS | _____ | _____ | _____ |

Practical

- | | | | | |
|----|------------------|-------|-------|-------|
| 1. | SUPERVISOR TR-F. | _____ | _____ | _____ |
| 2. | SUPERVISOR TR-G. | _____ | _____ | _____ |
| 3. | SUPERVISOR TR-H. | _____ | _____ | _____ |

BASICS (Continued)

- | | | | | | |
|----|---------------------------------------|--|-------|-------|-------|
| 1. | HCO PL 19 Apr 65 | ETHICS TRAINING AND PRO-
CESSING REGULATIONS -
TECHNICAL DISCIPLINE | _____ | _____ | _____ |
| 2. | HCO PL 17 Jun 70RA
Re-rev. 27.4.81 | STUDENTS' QUESTIONS
KSW Series 5 URGENT AND
IMPORTANT, TECHNICAL
DEGRADES | _____ | _____ | _____ |
| 3. | HCO PL 16 Apr AD15 | THE "HIDDEN DATA LINE" | _____ | _____ | _____ |
| 4. | HCO PL 14 Feb 65
Reiss. 30.8.80 | KSW Series 4
SAFEGUARDING TECHNOLOGY | _____ | _____ | _____ |
| 5. | HCO PL 15 Sep 67 | SUPERVISORS CODE | _____ | _____ | _____ |

Practical

Write a full essay on each of the points in the Supervisors Code. Mock up a situation for each and tell how you would handle it. (After twin OKs it hand in to Supervisor.)

Supervisor TR-I.

TWO WAY COMM

- | | | | | | | |
|----|--------|---------------|----------------------------|-------|-------|-------|
| 1. | HCOB | 10 Feb 71 | TECH VOLUME AND 2 WAY COMM | _____ | _____ | _____ |
| 2. | HCOB | 13 Oct 70 | COURSE SUPERVISOR | _____ | _____ | _____ |
| | | | CORRECTIONS | _____ | _____ | _____ |
| 3. | HCOB | 21 Apr 70 | 2 WAY COMM C/Ses | _____ | _____ | _____ |
| 4. | HCOB | 30 May 70R | Int RD Series 3 | _____ | _____ | _____ |
| | Rev. | 23.9.78 | INTERIORIZATION INTENSIVE | _____ | _____ | _____ |
| | | | 2 WAY COMM | _____ | _____ | _____ |
| 5. | HCOB | 3 Jul 70 | C/S Series 14 | _____ | _____ | _____ |
| | | | C/SING 2 WAY COMM | _____ | _____ | _____ |
| 6. | B.T.B. | 10 Jul 70 | 2 WAY COMM A CLASS III | _____ | _____ | _____ |
| | | | ACTION | _____ | _____ | _____ |
| 7. | HCOB | 26 Jun 71R II | W/C Series 4R, SUPERVISOR | _____ | _____ | _____ |
| | Rev. | 30.11.74 | TWO-WAY COMM AND THE MIS- | _____ | _____ | _____ |
| | | | UNDERSTOOD WORD | _____ | _____ | _____ |
| 8. | HCOB | 27 Jun 71R | W/C Series 5R | _____ | _____ | _____ |
| | Rev. | 2.12.74 | SUPERVISOR TWO-WAY COMM | _____ | _____ | _____ |
| | | | EXPLAINED | _____ | _____ | _____ |

Practical

B.T.B. 31 Jul 70R HUBBARD CONSULTANT LISTEN
Rev. & Reiss. 27.7.74 AND TWO WAY COMMUNICATION
DRILLS

TWO WAY COMM (Continued)

- | | | | | | | |
|----|---------------|--------------|--------------------------|-------|-------|-------|
| 1. | B.T.B. | 6 Sep 70R | MODEL CONSULTATION FOR | _____ | _____ | _____ |
| | Rev. & Reiss. | 25.6.74 | HUBBARD CONSULTANT | _____ | _____ | _____ |
| 2. | HCOB | 13 Jun 70 II | HUBBARD CONSULTANT STUDY | _____ | _____ | _____ |
| | | | STRESS ANALYSIS | _____ | _____ | _____ |

Practical

1. Do a doll drill with the 4 Stress Analyses of HCOB 13 June 70 Issue II. Drill on it with and without a meter. Each drill to be checked out by supervisor. (The level of training of the student supervisor must be taken into consideration.)

2. SUPERVISOR TR-J.

THE BASICS (Continued)

- | | | | | | | |
|----|--------|-----------|--------------------------|-------|-------|-------|
| 1. | HCOB | 23 Dec 70 | FAST COURSES | _____ | _____ | _____ |
| 2. | HCO PL | 14 Dec 70 | GROUP SANITY (Section | _____ | _____ | _____ |
| | | | on Training only with | _____ | _____ | _____ |
| | | | particular attention to | _____ | _____ | _____ |
| | | | paragraphs on speed of | _____ | _____ | _____ |
| | | | training and toughness.) | _____ | _____ | _____ |
| 3. | HCO PL | 7 Feb. 65 | KSW Series 1, KEEPING | _____ | _____ | _____ |
| | Reiss. | 27.8.80 | SCIENTOLOGY WORKING | _____ | _____ | _____ |
| 4. | HCO PL | 24 Oct 68 | SUPERVISOR KNOW-HOW | _____ | _____ | _____ |
| | | | R-FACTOR TO STUDENTS | _____ | _____ | _____ |
| 5. | B.P.L. | 28 Mar 71 | SUCCESSFUL ACTIONS | _____ | _____ | _____ |
| | | | TAKEN ON FEBC | _____ | _____ | _____ |

Practical

SUPERVISOR TR-K.

WORD CLEARING

- | | | | | | |
|----|-----------------------------------|--|-------|-------|-------|
| 1. | B.T.B. 23 Jun 71R
Rev. 4.11.77 | W/C Series 1R THE SECRET
OF FAST COURSES | _____ | _____ | _____ |
| 2. | HCOB 29 Jun 71R | W/C Series 7RA IMPORTANT
STEPS TO SPEED STUDENT
PRODUCT FLOW | _____ | _____ | _____ |
| 3. | B.T.B. 1 Jul 71RA
Rev. 7.8.77 | W/C Series 10RA SPEEDING
UP A SLOW COURSE | _____ | _____ | _____ |

Demonstrate in Clay

Speeding up student product flow.

- | | | | | | |
|----|------------------------------------|--|-------|-------|-------|
| 1. | HCOB 7 Oct 81 | W/C Series 31RC METHOD
3 WORD CLEARING | _____ | _____ | _____ |
| 2. | HCOB 22 Feb 72RA
Re-rev. 8.7.74 | W/C Series 32RA URGENT -
IMPORTANT - URGENT
WORD CLEARING METHOD 4 | _____ | _____ | _____ |
| 3. | HCOB 17 Aug 72R
Rev. 8.7.74 | W/C Series 42R, Tape
Course Series 10
METHOD 4 NOTES | _____ | _____ | _____ |

Practical

1. Do Method 3 Word Clearing on another student.
2. (Only if student can operate an E-meter.)
Do Method 4 Word Clearing on another student.

WORD CLEARING (Continued)

- | | | | | | |
|----|-------------------------------------|--|-------|-------|-------|
| 1. | HCOB 21 Jun 72 I | W/C Series 38 METHOD 5 | _____ | _____ | _____ |
| 2. | HCOB 30 Jan 73RD
Re-rev. 13.9.80 | W/C Series 46RD METHOD 9
WORD CLEARING THE RIGHT
WAY | _____ | _____ | _____ |

Demo

Method 5 Word Clearing.

Practical

Do Method 9 Word Clearing on a student who needs it.

ETHICS & LINES

- | | | | | | |
|-----|--|---|-------|-------|-------|
| 1. | B.T.B. 31 Oct 70 | STUDENTS AND DURESS | _____ | _____ | _____ |
| 2. | HCO PL 29 Apr 65 II | ETHICS REVIEW | _____ | _____ | _____ |
| 3. | HCO PL 22 Nov 67
Rev. & Reiss. 18.7.70 | ALL STUDENTS ALL COURSES
OUT TECH | _____ | _____ | _____ |
| 4. | B.P.L. 20 Nov 70R
Rev. & Reiss. 9.8.75 | THE STUDENTS' RABBLE
ROUSE LINE | _____ | _____ | _____ |
| 5. | HCO PL 10 Jan 62
Reiss. as Amended
21.6.67 | HCO STANDING ORDER NO. 5
STUDENTS | _____ | _____ | _____ |
| 6. | HCO PL 12 Oct 66 | EXAMINATIONS | _____ | _____ | _____ |
| 7. | HCO PL 7 May 69 | POLICIES ON "SOURCES OF
TROUBLE" | _____ | _____ | _____ |
| 8. | B.P.L. 8 May 69R III
Rev. & Reiss. 12.7.75 | ENTURBULATIVE STUDENTS | _____ | _____ | _____ |
| 9. | HCO PL 1 Jul 65 | ETHICS CHITS | _____ | _____ | _____ |
| 10. | HCO PL 25 Jan 81 VIII | THE ANTI-SOCIAL PERSONALITY
THE ANTI-SCIENTOLOGIST | _____ | _____ | _____ |
| 11. | HCO PL 5 Apr 65 | THE NO-GAIN-CASE STUDENT | _____ | _____ | _____ |

Practical

1. Write an essay on how you would spot a troublesome student on course whether he is SP or PTS or whatever. Give several examples and how you would handle each.

2. SUPERVISOR TR-L.
3. SUPERVISOR TR-M.

I attest that I know and can apply the materials of this course so as to produce effectively trained people who can skillfully apply the data they have learned and will apply it. And that I can also double to triple the completion and point stats of any course not being supervised by a graduate of a Professional Course Supervisors Course.

NAME _____

DATE _____

I attest that the student has met all the requirements of the course, that he/she has no misunderstands on the materials, that I have closely supervised the drills and seen that they have been done to a high standard, and that this student has presented adequate evidence of effective application in practice.

SUPERVISOR _____

DATE _____

If the student is not Fast Flow, an exam is fully passed in Qual on the materials of the checksheet. The examiner also checks to see that the checksheet has been completed, and meter checks for "falsified" or "missed."

EXAMINER _____

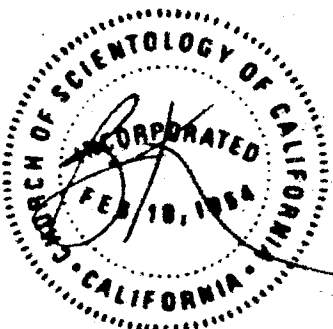
GRADE _____

DATE _____

The student attests that he has (a) properly enrolled on the course, (b) paid for the course, or in the case of 2½ or 5 year contracted staff signed a no-charge invoice, (c) studied and understands all the materials on the checksheet, (d) done the drills called for on the checksheet and (e) can produce the results required in the materials of the checksheet. The student is awarded a MINI COURSE SUPERVISOR CERTIFICATE (Provisional). The Student is awarded permanent certification upon evidence of consistent post upstats.

CERTS AND AWARDS _____

DATE _____



L. RON HUBBARD
FOUNDER

Updated and Reissued
by the
Flag Compilations Bureau

Accepted by the

BOARD OF DIRECTORS
of the
CHURCH OF SCIENTOLOGY