

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex

HCO POLICY LETTER OF 7 AUGUST 1983

Remimeo  
All Orgs  
Professional  
TR Course

**HUBBARD PROFESSIONAL TR COURSE CHECKSHEET**

(Cancels: HCO PL 17 June 1981, HUBBARD PROFESSIONAL TRS COURSE)

NAME: \_\_\_\_\_ DATE STARTED: \_\_\_\_\_

ORG: \_\_\_\_\_ DATE COMPLETED: \_\_\_\_\_

**PREREQUISITES:**

None.

(Note: Student must not be in the middle of a major auditing action. Ref: HCOB 26 May 71, C/S Series 38, TRS COURSE AND AUDITING, MIXING MAJOR ACTIONS.)

**PURPOSE:**

1. TO TEACH THE STUDENT THE FULL THEORY OF THE CYCLE OF COMMUNICATION.
2. TO TEACH THE STUDENT FLAWLESS SKILL IN HANDLING THE CYCLE OF COMMUNICATION THROUGH THE APPLICATION OF TRS. 0-4.

**LENGTH:**

Full Time: 10 days to 2 weeks.  
Part Time: 1 Month.

**STUDY TECH:**

This checksheet is done once through, in sequence. In studying the materials of the checksheet, do not go past a word you do not understand. Look it up in the TECHNICAL DICTIONARY or a good general dictionary. The only reason a person gives up a study or becomes confused or unable to learn is that he or she has gone past a word or phrase that was not understood.

If the material becomes confusing or you can't seem to grasp it, there will be a word just earlier that you have not

understood. Don't go any further, but go back to before you got into trouble, find the misunderstood word and get it defined.

Items marked with an asterisk (\*) are Word Cleared, Method 4 on each page of the bulletin or book and then starrate checked out. All clay demos must be done by the student and then checked out by the supervisor.

**PRODUCT:**

The PRIMARY VALUABLE FINAL PRODUCT of TRs is:

A professional auditor who with comm handling alone can keep a pc interested in his own case and willing to talk to the auditor.

The SECONDARY VALUABLE FINAL PRODUCT of TRs is:

A person with the session and social presence of a Professional auditor and that presence can be summed up as a being who can handle anyone with communication alone and whose communication can stand up faultlessly to any session or social situation no matter how rough.

A being who knows he can achieve both of the above flawlessly and from here on out.

(Ref: HCOB 24 Dec 79, TRS BASICS RESURRECTED.)

**CERTIFICATE:**

HUBBARD PROFESSIONAL TR COURSE GRADUATE.

**I. INTRODUCTION:**

*1.	HCO PL 7 Feb 65 Reiss. 27.8.80	KSW Series 1 KEEPING SCIENTOLOGY WORKING	_____
*2.	HCO PL 17 Jun 70RA Re-rev. 27.5.81	KSW Series 5 TECHNICAL DEGRADES	_____
*3.	HCO PL 14 Feb 65 Reiss. 30.8.80	KSW Series 4 SAFEGUARDING TECHNOLOGY	_____
*4.	HCOB 9 Feb 79	HOW TO DEFEAT VERBAL TECH	_____

\*5. HCOB 15 Feb 79 VERBAL TECH: PENALTIES \_\_\_\_\_

**II. BASIC DATA:**

\*1. HCO PL 6 Aug 83 WHAT A PROFESSIONAL TR COURSE MUST CONSIST OF \_\_\_\_\_

2. HCO PL 8 Aug 83 CANCELLATION OF ISSUES ON TRS \_\_\_\_\_

\*3. HCOB 19 Jun 71 STUDY DEFINITIONS FOR THE TR COURSE  
Issue III \_\_\_\_\_

\*4. HCOB 24 Dec 79 TRS BASICS RESURRECTED \_\_\_\_\_

5. DEMO: The 5 basic elements of a Professional TR Course. (Ref: HCO PL 6 Aug 83  
WHAT A PRO TR COURSE MUST CONSIST OF) \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

**III. ARC:**

\*1. BOOK: THE PROBLEMS OF WORK, Chapter 6, AFFINITY, REALITY AND  
COMMUNICATION. \_\_\_\_\_

\*2. BOOK: THE FUNDAMENTALS OF THOUGHT, Chapter 5. THE A-R-C Triangle. \_\_\_\_\_

3. CLAY DEMO: The A-R-C Triangle, showing how A, R and C interrelate and lead to  
understanding \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

**IV. THE CYCLE OF COMMUNICATION:**

\*1. BOOK: DIANETICS '55! Chapter 7, COMMUNICATION \_\_\_\_\_

a. CLAY DEMO: The student does the full chapter (Chapter VII) in clay. \_\_\_\_\_

b. Chapter VIII. THE APPLICATION OF COMMUNICATION. \_\_\_\_\_

c. Chapter IX. TWO WAY COMMUNICATION. \_\_\_\_\_

d. DEMO: Two Way Communication. \_\_\_\_\_

e. Chapter X. COMMUNICATION LAG \_\_\_\_\_

\*2. HCOB 5 Apr 73R AXIOM 28 AMENDED \_\_\_\_\_

3. CLAY DEMO: Using Chapter 7 of DIANETICS '55! and AXIOM 28 AMENDED, clay demo the Communication Formula, showing each of its parts and the result when it is fully applied. \_\_\_\_\_

\*4. BOOK: THE PROBLEMS OF WORK, CHAPTER 4, THE SECRET OF EFFICIENCY. \_\_\_\_\_

5. CLAY DEMO: The cycle of action. \_\_\_\_\_

6. CLAY DEMO: The cycle of action as it relates t the Communication Formula. \_\_\_\_\_

7. \_\_\_\_\_

8.

\_\_\_\_\_

**V. ADDITIONAL DATA ON COMMUNICATION:**

- \*1. ABILITY 54, 1957 MORE CONFRONTING \_\_\_\_\_
- \*2. HCOB 4 Jan 73 Study Series 9 CONFRONT \_\_\_\_\_
- \*3. PAB 147 1 Nov 58 COMMUNICATION COURSE \_\_\_\_\_
- \*4. PAB 149 1 Dec 58 DUMMY AUDITING STEP TWO: ACKNOWLEDGEMENT \_\_\_\_\_
- \*5. HCOB 12 Jan 59 TONE OF VOICE - ACKNOWLEDGEMENT \_\_\_\_\_
- \*6. HCOB 13 Nov 59 ACKNOWLEDGEMENTS IN AUDITING \_\_\_\_\_
- \*7. HCOB 7 Apr 65 PREMATURE ACKNOWLEDGEMENTS \_\_\_\_\_  
Reiss. 23.5.71
- \*8. HCOB 5 Feb 66 "LETTING THE PC ITSA" THE PROPERLY TRAINED AUDITOR \_\_\_\_\_
- 9. CLAY DEMO: An ACKNOWLEDGEMENT and its result. \_\_\_\_\_
- \*10. PAB 150 15 Dec 58 DUMMY AUDITING STEP THREE: DUPLICATION \_\_\_\_\_
- \*11. PAB 151 1 Jan 59 DUMMY AUDITING STEP FOUR: HANDLING ORIGINATIONS \_\_\_\_\_
- \*12. HCOB 23 May 71R IV COMMUNICATION CYCLES WITHIN THE AUDITING CYCLE \_\_\_\_\_  
Rev. 4.12.74
- \*13. HCOB 23 May 71R V THE COMMUNICATION CYCLE IN AUDITING \_\_\_\_\_

- 14. DEMO: The communication cycle in auditing. \_\_\_\_\_
- 15. TAPE: 5707C15 SCIENTOLOGY AND EFFECTIVE KNOWLEDGE \_\_\_\_\_
- 16. TAPE: 6307024 ARC BREAKS AND THE COMM CYCLE \_\_\_\_\_  
SHSBC-289
- \*17. HCOB 26 Apr 71 I TRS AND COGNITIONS \_\_\_\_\_
- 18. CLAY DEMO: "In the presence of rough TRs cognitions do not occur." \_\_\_\_\_

**VI. Q AND A:**

- \*1. HCOB 24 May 62 Q AND A \_\_\_\_\_
- \*2. HCOB 7 Apr 64 ALL LEVELS Q AND A \_\_\_\_\_
- \*3. HCOB 21 Nov 73 THE CURE OF Q AND A, MAN'S DEADLIEST DISEASE \_\_\_\_\_
- \*4. HCOB 5 Apr 80 Q & A, THE REAL DEFINITION \_\_\_\_\_
- 5. CLAY DEMO: Q AND A. \_\_\_\_\_
- 6. DRILL: Walk around the org or go outside and spot examples (at least 3) of Q and A. \_\_\_\_\_  
Write these up and hand them in to your supervisor.
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_

**VII. COACHING:**



8. CLAY DEMO: Ref. HCOB 24 Dec 79, TRS BASICS RESURRECTED

- a. The Primary Valuable Final Product of TRs. \_\_\_\_\_
- b. The Secondary Valuable Final Product of TRs. \_\_\_\_\_
- c. The End Phenomena of TRs. \_\_\_\_\_

9. DEMONSTRATION: The student now demonstrates to the supervisor how TRs are done, both as a student and a coach.

NOTE: This is NOT a clay demo nor a "demo kit" demo, but the student simply demonstrating each TR as a student and then as a coach coaching it -just to show him what it is.

WARNING: Student is NOT to be stuck into any TR, but runs through the TRs one after another, as both a student and coach, on a demo basis. It does not take as much as 5 minutes either way.

Student must realize that he is not actually drilling the TRs at this point; he is only demonstrating how to do the drill as a student and how to coach the drill as a coach.

No verbal tech is to be given. Student, as a student or coach, simply duplicates exactly what the HCOB references state regarding the TRs.

When the student has demonstrated the TRs as both a student and a coach, supervisor signs below that he has done so.

- |                         |       |                        |       |
|-------------------------|-------|------------------------|-------|
| a. OT TR 0 as a student | _____ | b. OT TR 0 as a coach  | _____ |
| c. TR 0 as a student    | _____ | d. TR 0 as a coach     | _____ |
| e. TR 0 BB as a student | _____ | f. TR 0 BB as a coach  | _____ |
| g. TR 1 as a student    | _____ | h. OT TR 1 as a coach  | _____ |
| i. TR 2 as a student    | _____ | j. OT TR 2 as a coach  | _____ |
| k. TR 2½ as a student   | _____ | l. OT TR 2½ as a coach | _____ |



m. TR 3 as a student \_\_\_\_\_

n. OT TR 3 as a coach \_\_\_\_\_

o. TR 4 as a student \_\_\_\_\_

p. OT TR 4 as a coach \_\_\_\_\_

SUPERVISOR: \_\_\_\_\_

DATE: \_\_\_\_\_

10. \_\_\_\_\_

11. \_\_\_\_\_

**X. REMEDIES:**

R-FACTOR: The following bulletins contain drills which are done as needed while drilling TRs 0-4. They are remedies to any difficulty the student may be having with a TR.

\*1. HCOB 3 Feb 79 II                      CONFRONT TECH HAS TO BE PART OF THE TR CHECKSHEET                      \_\_\_\_\_

\*2. HCOB 31 Jan 79                      MOOD DRILLS                      \_\_\_\_\_

\*3. HCOB 1 Oct 65R                      MUTTER TR                      \_\_\_\_\_  
Rev. 24.2.75

\*4. HCOB 20 Nov 73 I                      21st ADVANCED CLINICAL COURSE - TRAINING DRILLS, ANTI-Q & A TR                      \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

**XI. PRACTICAL SECTION:**

\*1. HCOB 26 Jun 81 USE OF LRH MODEL AUDITING TAPES \_\_\_\_\_

The following LRH Model Auditing Tapes are practical demonstrations of real, live TRs. They are to be listened to by the student as an aid to developing his own natural TRs as he drills through the TRs.

TAPE: 7202C26 CCH: STEPS 1-4 DEMO \_\_\_\_\_  
 LRH/MTS-1 (5707C07 PC-15)

TAPE: 7202C26 DEMO OF AN ASSIST \_\_\_\_\_  
 LRH/MTS-2 (5911C09 1 MACC-2)

TAPE: 7202C26 PATCHING UP 3DXX CASES \_\_\_\_\_  
 LRH/MTS-3 (6205C16 SHTVD-5A & B)

TAPE: 7202C26 CHECK ON "WHAT" QUESTIONS AND HAVINGNESS PROBE \_\_\_\_\_  
 LRH/MTS-4 (6205C16 SHTVD-6)

TAPE: 7202C26 FISH AND FUMBLE - CHECKING DIRTY NEEDLES \_\_\_\_\_  
 LRH/MTS-5 (6206C23 SHTVD-7)

2. DRILLING TRs: On this section, the student drills each TR, OT TRO through TR 4 to a full pass from the supervisor on each, alternating as student and coach.

Drilling and coaching are done exactly per the materials in the Theory and Coaching sections above, and no others. No verbal tech is to be given.

Any flunk must be followed by pointing out the exact point of the HCOB which has been violated. At no time may a coach or supervisor give a verbal interpretation of the HCOB. All queries or questions are answered by getting the student to read the HCOB or Word Clearing him on it Method 9, as needed. Failure to handle in this way is actionable.

3. DRILL: OT TR 0 to a full pass (2 hours) by the supervisor. \_\_\_\_\_

4. DRILL: TR 0 to a straight, uninterrupted 2 hours of good acceptable confront passed by the supervisor. \_\_\_\_\_

5. DRILL: TR 0 Bullbait to a full pass by the supervisor. \_\_\_\_\_

6. DRILL: TR 1 to a full pass by the supervisor. \_\_\_\_\_

- 7. DRILL: TR 2 to a full pass by the supervisor. \_\_\_\_\_
- 8. DRILL: TR 2½ to a full pass by the supervisor. \_\_\_\_\_
- 9. DRILL: TR 3 to a full pass by the supervisor. \_\_\_\_\_
- 10. DRILL: TR 4 to a full pass by the supervisor. \_\_\_\_\_

**XII. FINAL TRs PASS:**

The student now submits either a video or cassette tape of TR 4 to a senior tech terminal in the org (usually tie Senior C/S), who has himself passed TRs 0—4 the hard way on a duly authorized checksheet, for a final pass on TRs.

NOTE: It is awfully hard to pass a TR video or tape when the demo is being made easy by the coach for the student. One can't really tell if the TRs are of passing quality unless the coach has really given the student realistic situations to handle.

(If the video is not a pass, the supervisor ensures that the student is handled with the appropriate remedies or further TR drilling, as called for in the video critique, then when passed by the supervisor the student makes a new video and submits it for a pass. )

Final video/cassette pass on TR 4. \_\_\_\_\_

**STUDENT COMPLETION:** I attest that I have completed all of the requirements of this TR's Checksheet and that I know and can apply the materials.

**STUDENT ATTEST:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**SUPERVISOR ATTEST:** I have trained this student to the best of my ability and he/she has completed all of the requirements of this TR's Checksheet and knows and can apply the checksheet data.

**SUPERVISOR ATTEST:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**STUDENT ATTEST AT C & A:** 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 required on this checksheet and (e) can produce the result required in the materials of the course.

**STUDENT ATTEST:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**C & A:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**CERTS AND AWARDS:** This student has been awarded the certificate of HUBBARD PROFESSIONAL TR's COURSE GRADUATE.

**C & A:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

(Route this form to Course Admin for filing In Student's folder.)

L. RON HUBBARD  
FOUNDER

Adopted as  
Official Church Policy

by the  
CHURCH OF SCIENTOLOGY  
INTERNATIONAL

CSI:LRH:pm:iw  
Copyright © 1983  
by L. Ron Hubbard  
ALL RIGHTS RESERVED

[\*\*Please note: This checksheet has been formatted to HTML from a complete scanned version of this checksheet. I have rechecked the data and it is true that section IX does not appear on the official version of this checksheet. Note: copyright now property of CST. -Compiler]

Copyright Records  
OWNER: Church of Spiritual Technology (Los Angeles)  
TITLE: HCO policy letter of 7Aug83 Hubbard professional tr course checksheet  
NUMBER: TX 2-496-605  
OWNER: Church of Spiritual Technology  
TITLE: HCO policy letter of 7Aug83R. Rev. 1Nov89. The hubbard professional tr course  
NUMBER: TX 2-759-627