

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex

HCO BULLETIN OF 30 SEPTEMBER 1971
Issue VIII

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HQS Course
HQS Course Supers

DRILL - MODEL SESSION FOR OP. PRO. BY DUP.
(Opening Procedure by Duplication)

NAME: Drill - Op. Pro. by Dup.

COMMANDS: "Look at that book" (or bottle in alternate times.)
"Walk over to it"
"Pick it up"
"What is its colour?"
"What is its temperature?"
"What is its weight?"
"Put it down in exactly the same place."
(Acknowledge the pc with a "thank you" after he has carried out each command.)

PURPOSE: To train the student to be able to coordinate and apply the commands and procedures of Op. Pro. by Dup. so that he can audit with them smoothly in Co-auditing.

POSITION: Student (auditor) standing and holding a doll (which represents the pc). The student has the doll carry out the commands.

TRAINING STRESS: Student (auditor) starts the session and runs a standard session including those steps which are given below.

The drill is considered passed when the student can do the process smoothly and comfortably without flubs or out TRs. (Maintain TRs 0 to 4 and 6 to 9)

STEPS:

1. Select and set up an auditing space, and prepare your auditing report forms. The space should include two level platforms (tables) which are at some walking distance apart, a book and a bottle.
2. Inform the supervisor that you are going to be starting a session and show the supervisor that you are up to that part of your checksheet, and just where the session will be.
3. Get the pc's folder and check with the supervisor so that he knows you understand what the next action is to be. He will give you an OK to start session.
4. Get the pc.
5. Ask the pc if it is all right to audit in the room and if not, make things right by adjusting the room or location of auditing.

6. Tell the pc the purpose of such sessions (Reality Factor) -"I want to improve your ability." It's the auditor's goal at this level, not the pc's. Also tell the pc how long the session will be. (It is best, if possible to take this process to its full win point in one. Session length should be set at about 2 hours.)

7. Tell the pc "Start of Session" and start the auditing report forms.

8. Tell the pc "We are going to run a process, Opening Procedure by Duplication."

9. Have the pc examine, hold, inspect, become familiar with the objects (the book & bottle) to his satisfaction. Then have him place them at some walking distance apart (on the level platforms).

10. Tell the pc that you are going to give him commands to do, involving the book and bottle, and that you want the pc to do them. Also tell the pc that the same commands will be used over and over again.

11. Tell the pc what the process commands are, one at a time, and find out what that means to the pc. Use a dictionary to clear any words until the pc understands all the commands. (Note quickly on your worksheets what the commands mean to the pc and any words you have him look up.) (You may continue to hold the board with worksheets and make very brief notes during the session.)

COMMANDS:

- A. Look at that book.
- B. Walk over to it.
- C. Pick it up.
- D. What is its colour?
- E. What is its temperature?
- F. What is its weight?
- G. Put it down in exactly the same place.
- H. Look at that bottle.
- I. (Do "B" through "G" on the bottle.)
- J. (Begin again at "A".)

12. Start the process and give the first command, "Look at that book".

13. Allow the pc to carry out the command, and then acknowledge him for doing that with "Thank you".

14. Continue the same pattern of giving the command, allowing the pc to carry it out, and acknowledging its completion for the other commands "B" through "I".

15. The same words and formula are used over and over, as above.

16. Although the questions never vary, the auditor must still maintain 2-way communication with the pc. The pc is

doing the process so when the pc talks or volunteers information, the auditor must use TR 0 to 4.

17. The process is run for some hours at once, not for 30 minutes one day and 30 minutes the next.

18. The process is continued until the pc has the EP (Exteriorization, Cognition, and VGIs). End off the process with "That's it" and have the pc sit down. Write up briefly what happened on the EP. Then signal to the Supervisor and give him your report to read. He will have you take the pc to the Examiner to check for an F/N, or continue the process if a full EP has not been achieved. When you go to the Examiner bring back the report and put it in the pc's folder.

19. If the set time length comes up before the EP (end phenomena) of the process, and the pc is not going through large changes, do the following:

a. Toward the end of the auditing period, warn "The session time is about over. We'll have to be ending shortly."

b. When the pc has carried out a few more commands say, "We're closing the session now. Time is up." (End on a completed cycle with the pc putting the object down. Have the pc sit down.) "Have you made any gains in this session?"

c. Quickly note down on your report form the pc's answer.

d. End the session with "End of Session". Take the pc to the examiner.

20. After the session write up your auditing report forms for the session, put them into the pc's folder and hand them into the supervisor.

NOTE: If you get into an impasse in session and can't make any progress, or if the pc becomes upset or other confusion arise that you can't handle, put your hand behind your back, to attract the attention of the supervisor who will assist in the situation. On this process sometimes a pc will act up and go up and down the tone scale, and this is usually handled by just continuing the process.

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