

HUBBARD COMMUNICATIONS OFFICE  
 Saint Hill Manor, East Grinstead, Sussex  
 HCO POLICY LETTER OF MAY 3, 1962

PRACTICAL AUDITING SKILLS

How to Use this Policy Letter

Issue the following form to all Auditors, Students, etc., for their own insight, and issue it routinely.

Practical Auditing Skills  
A Self Appreciation

These are the total doingness skills of "the Perfect Auditor".

Any auditor would do well to check himself or herself out on his or her doingness of an auditing session as an auditor. Theory is easier to confront than doingness. Therefore, mark yourself honestly on these points and then practice doing what you need until you are satisfied. Then do another sheet and practice those. BE HONEST WITH YOURSELF. Auditing is a precise doingness of the following items:

<u>TRs</u>	<u>CALM</u>	<u>FAIR</u>	<u>UNSURE</u>
TR 0:	-----	-----	-----
TR 1:	-----	-----	-----
TR 2:	-----	-----	-----
TR 3:	-----	-----	-----
TR 4:	-----	-----	-----
<u>CCH's</u>			
CCH 1:	-----	-----	-----
CCH 2:	-----	-----	-----
CCH 3:	-----	-----	-----
CCH 4:	-----	-----	-----
SCS:	-----	-----	-----
Op Pro By Dup:	-----	-----	-----
Two Way Comm in CCH's	-----	-----	-----
<u>E-METER</u>			
Trimming:	-----	-----	-----
On-Off Switch	-----	-----	-----
Sensitivity Knob:	-----	-----	-----
Tone Arm Handling:	-----	-----	-----

Needle Pattern Reading: -----

Nul Needle: -----

Theta Bops: -----

Rock Slams: -----

Falls: -----

Rises: -----

Speeded Rise: -----

Speeded Fall: -----

Slowed Rise: -----

Slowed Fall: -----

Ticks: -----

Free Needle: -----

Stuck Needle: -----

Body Motions: -----

Tiny Reads: -----

Testing for a Clean Needle: -----

MODEL SESSION

Beginning Rudiments: -----

Body of Session: -----

End Rudiments: -----

Two Way Comm: -----

HANDLING PC

Detecting Missed Witholds: -----

ARC Breaky Pcs: -----

Getting Off Missed Witholds: -----

Getting off Invalidations: -----

Q & A-ing with pc: -----

<u>PRACTICAL PROCESSES</u>	CALM	FAIR	UNSURE
PTP Process	-----	-----	-----
ARC Break Action:	-----	-----	-----
Finding Overts:	-----	-----	-----
Forming What Questions:	-----	-----	-----
When All Appear Who System:	-----	-----	-----
Finding Bottom of Chain:	-----	-----	-----
Finding Havingness Process:	-----	-----	-----
Pre-Hav Assessment:	-----	-----	-----
Listing:	-----	-----	-----
Testing Completeness:	-----	-----	-----
Nulling:	-----	-----	-----
Checking:	-----	-----	-----
Getting Missed Witholds Off:	-----	-----	-----
Getting Item Invalidations Off:	-----	-----	-----
Getting Suppressions Off:	-----	-----	-----
Cleaning a Needle Reaction:	-----	-----	-----
Cleaning a Dirty Needle:	-----	-----	-----
Getting More Goals or Items:	-----	-----	-----
Getting pc into Session:	-----	-----	-----
Getting pc Out of Session:	-----	-----	-----
Controlling pc's Attention:	-----	-----	-----
Creating R Factor:	-----	-----	-----
Holding Up Against PC's Suggestions:	-----	-----	-----
Holding Constant Against Adversity:	-----	-----	-----

LRH:ph:ro  
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