

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead Sussex

Remimeo HCO POLICY LETTER OF 24 OCTOBER 1968  
Supervisors ISSUE II  
D of T's  
Supervisor's Hat  
Supervisor's Checksheet

SUPERVISOR KNOW-HOW

Handling the Student

To be an on-the-ball Supervisor, one should be oneself fully trained on the level one is supervising. It is by far preferable to be a Class VIII with a full grasp of Standard Tech.

As Tech once whittled away across the planet and finally went so badly out it had to be urgently rescued, it follows that out-supervision must have pioneered the route of out-tech. So it's no light matter not knowing one's business as a Supervisor and the consequences of mis- or non-application of study data.

These must be known. As the student is a student, it follows there is some willingness to learn. This must be validated and encouraged including by unmentioned wins as in TR 4.

As he or she is there to study attention must be channeled and kept on that vector and any side tracks knocked out and eradicated during the period set aside for study.

Any difficulties arising (and there will be in the course of study) refer the student to materials just ahead. Locate, indicate and get defined the misunderstood.

Handle any student having trouble with study by:

- a) Getting hold of the material he is studying
- b) Getting hold of the material he was studying
- c) Finding what he says he has trouble with
- d) Take up the area or material PRIOR to it and find what is bugging him
- e) Remedy A and B handles this also
- f) Do not send a student to review unless he says he wants a review - then send him to the examiner.
- g) If the student doesn't apply this data on dope off and misunderstands, then a pink sheet on the HCOBs will handle that. Clay Table Training HCOB 11.10.67 is most beneficial when applied exactly.

It sometimes appears that you have a different or difficult student on your course.

The same rules apply. Standard Tech is applicable and works on all cases.

What you are doing and using is straightening their heads out. So don't desist. Keep at it until the guy gets the idea, does it himself and starts cleaning up misunderstands in the standard manner.

He'll do it on his own and then on others.

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