

BOARD POLICY LETTER  
8 MAY 1969

Remimeo  
Supervisors Course

## HOW TO TEACH A COURSE

Note: We learned these exact data the hard way over the years. An empty class with no enrollees is traced always to violation of these points. People like it this way. It makes auditors. The moment you violate this you have a clinic not a class and you wind up with no auditors trained.

A course should be taught very tough. The supervisor's first premises is that a student doesn't have a case. There is an old training rule in Dianetics and Scientology—if a mist forms on a mirror held up to the student's mouth, he can carry on. Never sympathize with a student, just train him.

### THREE VITAL DATA

There are three vital data which make the difference between a successful course and one which fails utterly. They are:

1. EXACT SCHEDULING.
2. SUPERVISOR PRESENCE.
3. SUPERVISOR REFUSAL TO ANSWER TECH QUESTIONS BUT ONLY REFERS THE STUDENT TO THE MATERIALS.

Exact scheduling means just that. The course has a daily schedule, it is known to each student, and it is adhered to exactly. The course commences each day and after each break exactly on time, with a brisk, snappy rollcall. It is ended exactly on time by the supervisor.

The supervisor must be present with the class at all times and ON TIME. Continuous inspection of what is going on, correction by referral to the right bulletin, and just being there as a supervisor will bring about trained students.

The supervisor should know the materials of the course so well that he can refer students quickly and easily to the relevant material, when asked questions. When a student asks a question about a TR, this is answered only by reading the TR to the student from the bulletin.

### MISUNDERSTOOD WORDS

Misunderstood words MUST be handled. HCO Policy Letter of August 26 1965 *Scientology Training—Twin Checkouts*, HCO Bulletin of March 10, 1965 *Words, Misunderstood Goofs* and the Study Tapes give the phenomena and its handling.

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