

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex

Remimeo HCO BULLETIN OF 27 NOVEMBER 1971  
(Translate  
to Various  
Languages)  
Supervisors Tape-Course Series No. 11  
Students Word Clearing Series 27

METHOD 2 WORD CLEARING ON TAPES  
AND TAPE-COURSES

Method 2 Word Clearing is done on the student by another student trained to do so or the Supervisor or a Word Clearer.

The person doing the Method 2 Word Clearing must be trained in the use of an E-Meter and instant reads.

There are two ways in which Method 2 Word Clearing can be used.

As a study remedy on the area of current difficulty.

As a study method on the whole materials currently being studied (or the whole of previously studied materials).

When used as a study remedy on the area of current difficulty, Method 2 is simply used to locate the misunderstood word or words that could not be located by Method 3 Word Clearing.

This is done by locating and clearing the word that causes the E-Meter needle to read (small fall, fall etc).

The student having Method 2 Word Clearing done on him, holds the cans of the E-Meter (E-Meter electrodes) while he listens to the tape. He does nothing else.

PROCEDURE FOR RESOLVING STUDY DIFFICULTY ON A  
TAPE. WITH METHOD 2 WORD CLEARING

1. The tape machine has been set up as in HCOB 25 Nov 71 Tape-Course Series No. 9.
2. The student, his course twin and the Course Supervisor have been using Method 3 Word Clearing as in Tape-Course Series No. 10 HCOB 26 Nov 71.
3. The student is still having trouble with the tape or the subject. The difficulty hasn't been resolved and the word causing the trouble hasn't been located so as to really get the students good indicators in and get him winning again.

4. The Course Supervisor or a trained Word Clearer (may be the students twin on course) now takes over to handle the difficulty with Method 2 Word Clearing.
5. The student either takes the tape he is having trouble with, to the Supervisor/Word Clearers desk (where another tape machine and an E-Meter are set up) - or the Supervisor takes an E-Meter and sets it up at the students tape machine.
6. The student is asked at what point of the tape he bogged down, The tape material is started from a point earlier than where the student said.
7. The Supervisor/Word Clearer operates the foot pedal start-stop control of the tape machine as well as the E-Meter.
8. Only the student listens to the earphones. He also holds the cans of the E-Meter while he is listening to the tape.
9. As the tape plays the Supervisor/Word Clearer watches his meter needle. As soon as the needle reads (small fall, fall, etc) the Supervisor/Word Clearer stops the machine by use of the footpedal and finds out what word (just heard by the student) caused the read on the meter.

If the student can't tell him the tape section is replayed from an even earlier point.

The exact point of the needle read is watched for and the machine stopped. The student gives the word just heard and it is handled as follows.

10. The student keeps hold of the cans and the Supervisor/Word Clearer locates the Word in the dictionary, understands the definition himself and then holds it over for the student to read.
11. The student reads the definition out loud while the Word Clearer watches the needle. (Any misunderstood word in the definition must also be cleared from the dictionary.)
12. When the definition is understood by the student the Word Clearer has the student use it in some sentences. (Until it is fully cleared at which point there should be an F/N on the E-Meter.)
13. The tape is then turned back again and played through to the area where the difficulty was to see if it is now resolved.
14. If the trouble is now resolved the student is returned to his normal tape study and use of Method 3 Word Clearing.

15. If the students difficulty is not yet fully resolved, with the student bright and happy, the procedure is continued with the tape being started at an even earlier point. Other misunderstood words are located and handled. (It is possible the trouble traces to a word on an earlier tape.)

16. When the students difficulty is handled and he has very good indicators and an F/N he is sent back to resume his tape study using Method 3 Word Clearing.

## METHOD 2 WORD CLEARING AS A STUDY

### METHOD ON TAPE MATERIALS

On some professional checksheets or special staff training actions, all the materials of the course are required to be done Method 2 Word Clearing.

Method 2 done for this purpose has steps as follows.

(a) The Case Supervisors OK must be obtained so it can be ensured that the student is not in the middle of a major auditing rundown or process or due for an Interiorization rundown etc. (Word Clearing can be done between the processes of a program.)

(b) The tape player is set up as given earlier.

(c) The Word Clearer sets up his E-Meter opposite a tape player for the student. The Word Clearer and student sit opposite each other - student with earphones and Word Clearer operating the foot pedal tape player control and the E-Meter.

(d) The Word Clearer keeps a Work Sheet on which he writes the reading words, The E-Meter TA (Tone Arm) readings the Floating Needles obtained and the time at start and end.

(e) Note: If the student has a high or low TA on the meter (above 3.5 or below 2.0 after the meter has been turned on for a few minutes to warm up and the cans have been warmed by the student holding them for a few minutes) or if the student is in pain or upset - the Word Clearer does not start metered word clearing. The Word Clearer informs the student "I'm sorry we will not be starting Word Clearing at this time". The Word Clearer reports this in writing with the students TA position to the Supervisor who forwards the report to the Case Supervisor so that any needed auditing session can be given the student. This must be done quickly so he can be gotten onto his Word Clearing. The student is not given a full progress program at this point but is repaired enough to make Word Clearing possible.

(f) Starting the Word Clearing is done by informing the student "I am not auditing you." The tape is then started and the procedure is as given earlier in this HCOB for Method 2. The only difference being that the whole materials

are covered in this manner with the word clearer taking up and clearing all reading words (and any words originated by the student as misunderstood).

(g) Each word handled is cleared to Floating Needle on the meter.

(h) The word clearing period is ended on Floating Needle.

(i) Note: If the Word Clearing really bogs down and it can't be resolved the Word Clearer or Supervisor must end off and send the Worksheets to the Supervisor and on to Dept 13 at once, who will handle by doing a Word Clearing Correction List.

The student is not prevented from continuing Word Clearing by being put on a full progress program that is not then done. Sufficient repair to make continued word clearing possible is done. The Word Clearing Correction List is designed for this purpose.

Training & Services Aide  
for

L. RON HUBBARD  
FOUNDER

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