

METHOD 1 INSTANT HAT

Black/White Version (suitable for print) (BW, Black/White)
Compiled 2. February 2020

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Remimeo

Word Clearing Series 20

SIMPLE WORDS

You might suppose at once that it is the BIG words or the technical words which are most misunderstood.

This is **not** the case.

On actual test, it was English simple words and **not** Dianetics and Scientology words which prevented understanding.

For some reason Dianetics and Scientology words are more easily grasped than simple English.

Words like "a", "the", "exist", "such" and other "everybody knows" words show up with great frequency when doing a Method 2 Word Clearing. They read.

It takes a BIG dictionary to define these simple words fully. This is another oddity. The small dictionaries also suppose everybody knows.

It is almost incredible to see that a university graduate has gone through years and years of study of complex subjects and yet does not know what "or" or "by" or "an" means. It has to be seen to be believed. Yet when cleaned up his whole education turns from a solid mass of question marks to a clean useful view.

A test of schoolchildren in Johannesburg once showed that Intelligence **decreased** with each new year of school!

The answer to the puzzle was simply that each year they added a few dozen more crushing misunderstood words onto an already confused vocabulary that no one ever got them to look up.

Stupidity *is* the effect of misunderstood words.

In those areas which give Man the most trouble you will find the most alteration of fact, the most confused and conflicting ideas and of course the greatest number of misunderstood words. Take "economics" for example.

The subject of psychology began its texts by saying they did not know what the word means. So the subject itself never arrived. Professor Wundt of Leipzig University in 1879 perverted the term. It really means just "a study (ology) of the soul (psyche)". But Wundt, working under the eye of Bismarck, the greatest of German military fascists, at the height of

German war ambitions, had to deny Man had a soul. So there went the whole subject! Men were thereafter animals (it is all right to kill animals) and Man had no soul, so the word psychology could no longer be defined.

The earliest misunderstood word in a subject is a key to later misunderstood words in that subject.

"HCOB" (Hubbard Communications Office Bulletin), "Remimeo" (Orgs which receive this must mimeograph it again and distribute it to staff), "TR" (Training Drill), "Issue I" (first issue of that date), are the commonest misunderstandings. Because they occur at the beginning of an HCOB!

Then come words like "a", "the" and other simple English as the next words that often read.

In studying a foreign language it is often found that the grammar words of one's own language that tell about the grammar in the foreign language are basic to not being able to learn the foreign language.

The test of whether the person understands a word is "does it read on the meter as a fall when he reads the word in the material being cleared".

That a person *says* he knows the meaning is not acceptable. Have him look it up no matter how simple the word is.

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Founder

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HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex
HCO BULLETIN OF 23 MARCH 1978RA

Revised 14 November 1979

Remimeo

(Cancels BTB 16 Dec 73, Word Clearing
Series 51, Word Clearing Errors.)

Word Clearing Series 59RA

CLEARING WORDS

(REF: HCOB 7 SEP 74 WORD CLEARING SERIES 54 SUPERLITERACY AND THE CLEARED WORD
HCOB 17 JUL 79 I WORD CLEARING SERIES 64 THE MISUNDERSTOOD WORD, DEFINED)

In research concerning Word Clearing, study and training done with various groups over the recent past months, it has become all too obvious that a misunderstood word remains misunderstood and will later hang a person up unless he clears the meaning of the word in the context of the materials being read or studied and also clears it in all of its various uses in general communication.

When a word has several different definitions, one cannot limit his understanding of the word to one definition only and call the word "understood." One must be able to understand the word when, at a later date, it is used in a different way.

HOW TO CLEAR A WORD

To clear a word one looks it up in a good dictionary. Dictionaries recommended are The Oxford English Dictionary or the Shorter Oxford Dictionary and Funk and Wagnalls Standard English Dictionary.

The first step is to look rapidly over the definitions to find the one which applies to the context in which the word was misunderstood. One reads the definition and uses it in sentences until one has a clear concept of that meaning of the word. This could require ten or more sentences.

Then one clears each of the other definitions of that word, using each in sentences until one has a conceptual understanding of each definition.

The next thing to do is to clear the derivation – which is the explanation of where the word came from originally. This will help gain a basic understanding of the word.

Don't clear the technical or specialized definitions (math, biology, etc.) or obsolete (no longer used) or archaic (ancient and no longer in general use) definitions unless the word is being used that way in the context where it was misunderstood.

Most dictionaries give the idioms of a word. An idiom is a phrase or expression whose meaning cannot be understood from the ordinary meanings of the words. For example, "give in" is an English idiom meaning "yield." Quite a few words in English have idiomatic uses and these are usually given in a dictionary after the definitions of the word itself. These idioms have to be cleared.

One must also clear any other information given about the word, such as notes on its usage, synonyms, etc. so as to have a full understanding of the word.

If one encounters a misunderstood word or symbol in the definition of a word being cleared, one must clear it right away using this same procedure and then return to the definition one was clearing. (Dictionary symbols and abbreviations are usually given in the front of the dictionary.)

EXAMPLE

You are reading the sentence "He used to clean chimneys for a living" and you're not sure what "chimneys" means.

You find it in the dictionary and look through the definitions for the one that applies. It says "A flue for the smoke or gases from a fire."

You're not sure what "flue" means so you look that up: it says "A channel or passage for smoke, air or gasses of combustion." That fits and makes sense so you use it in some sentences until you have a clear concept of it.

"Flue" in this dictionary has other definitions, each of which you would clear and use in sentences.

Look up the derivation of the word "flue."

Now go back to "chimney." The definition "A flue for the smoke or gases from a fire," now makes sense so you use it in sentences until you have a concept of it.

You then clear the other definitions. One dictionary has an obsolete definition and a geological definition. You would skip both of these as they aren't in common usage.

Now clear up the derivation of the word. One finds in the derivation that it originally came from the Greek word "kaminos," which means "furnace."

If the word had any synonym studies, usage notes or idioms, they would all be cleared too.

That would be the end of clearing "chimney."

CONTEXT UNKNOWN

If you don't know the context of the word, as in Word Clearing Methods 1, 5 (when done from a list), 6 or 8, you should start with the first definition and clear all definitions, derivation, idioms, etc. as covered above.

"WORD CHAINS"

If you find yourself spending a lot of time clearing words within definitions of words, you should get a simpler dictionary. A good dictionary will enable you to clear a word without having to look up a lot of other ones in the process.

CLEARED WORDS

A cleared word is one which has been cleared to the point of full conceptual understanding by clearing each of the common meanings of that word plus any technical or specialized meanings of that word that pertain to the subject being handled.

That's what a cleared word is. It is a word that is understood. In metered Word Clearing this would be accompanied by a floating needle and very good indicators. There can be more than one F/N per word. Clearing a word must end in an F/N and VGIs. Off the meter this would be accompanied by very good indicators.

The above is the way a word should be cleared.

When words are understood, communication can take place and with communication any given subject can be understood.

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HCO BULLETIN OF 8 JULY 1974R

Issue I

Revised 24 July 1974

Remimeo

(Revisions in this type style)

Word Clearing Series 53R

CLEAR TO F/N

(Word Clearing Series 32R has been corrected as 32RA to require the F/Ning of all words and forbids W/Cing on a high TA.)

Do **not** try to Word Clear a person Method 1, 2 or 4 whose TA is high at session start. Use standard auditing procedures by an Auditor of the required class to get the TA down to normal range. (Usually a C/S Series 53RG and handling.)

If the TA is high at start of session one of course cannot F/N a TA on Word Clearing *when* it is high for some other reason.

Always F/N a word being cleared on the meter. It may happen there is a chain and the word has to be earlier similar. But even then, when the *chain* is F/Ned, the words on the chain that didn't F/N must F/N.

Example: A chemical **type** word reading. Doesn't F/N. E/S it on E/S words, comes down to a lecture in school. The Mis-U word there F/Ns. Now check the words touched while going E/S. Usually they just F/N.

Do **not** do a lot of words to "Clean" and say the person has been "Word Cleared". Cases are messed up because the Word Clearing may be over out rudiments or even out lists or out Int.

A Word Clearing worksheet must show truthfully all words F/Ned.

RED TAB

Where a pc has been Word Cleared on the meter without F/Ning or with or to a high or low TA, **the whole folder must be red tabbed.**

W/Cing worksheets must go into the pc's folder, just as why finding and touch assists and other auditing actions must be put in the folder.

A pc red tabbed because of Word Clearing must be repaired within 24 hours, as in the case of any other red tab.

Stalled cases have been traced to Word Clearing errors. Repair of these will get them going again.

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HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex
HCO BULLETIN OF 30 JUNE 1971R

Issue II
(Revised 9 Aug 71)

Remimeo
Tech & Qual Sees
C/Ses
Auditors
Word Clearers only

(Cancels HCOB 30 June 71 Issue II
and HCOB 30 June 71 Issue II&R)

Word Clearing Series 8RR

**STANDARD C/S FOR WORD CLEARING
IN SESSION METHOD 1**

1. Fly a rud if no F/N. (See Auditors Rights C/S Series No. 1 if any trouble with this pc. If errors in previous word clear sessions use HCOB 21 July 1971 REVISED to handle word clearing corrections needed.)
2. ASSESS

R Factor: We are going to go over a list of subjects to see if there is any word you didn't understand while studying these subjects. (Assess the whole list rapidly and clearly, good TR1 and noting every read from the meter.)

Religion	_____	The Mind	_____
Ministers	_____	The Spirit	_____
Church	_____	Bodies	_____
College	_____	Sex	_____
Schools	_____	The Insane	_____
Sacrifices	_____	Psychiatry	_____
Surgery	_____	Psycho-Analysis	_____
Medicine	_____	Psychology	_____
Electronics	_____	Rituals	_____
Physics	_____	Rites	_____
Technical Subjects	_____	<i>Ships</i>	_____
Dianetics	_____	<i>The Sea</i>	_____
Scientology	_____	<i>Military</i>	_____

Theology	_____	<i>Armies</i>	_____
Theosophy	_____	<i>Navies</i>	_____
Philosophy	_____	<i>Stars</i>	_____
Law	_____	<i>Heavenly Bodies</i>	_____
Organization	_____	<i>The Universe</i>	_____
Government	_____	<i>Planes</i>	_____
Written Materials	_____	<i>Vehicles</i>	_____
Text Books	_____	<i>Machinery</i>	_____
Practice	_____	<i>Motors</i>	_____
Science	_____	<i>Administration</i>	_____
Music	_____	<i>Healing</i>	_____
Arithmetic	_____	<i>Illnesses</i>	_____
Grammar	_____	<i>Spoken Words</i>	_____
The Humanities	_____		

Add items dealing with this specific Pc's life. _____

3. Ask the Question: "*Is there any word on this list you didn't understand?*" Clear it. (Do not reassess because there was a list word not understood.)
4. Take each reading item from the best read on down and with E/S pull each one to F/N.
5. "*In the subject of _____ what word has been misunderstood?*"
 He *MUST* look them up. so have a good dictionary handy. *Do not accept "I know the meaning" if the subject or word reads.*
 It isn't an earlier time he misunderstood that word. It's an earlier word in that subject and can be an earlier subject.
 Considerations about it and other questions are not touched.
 Overts, W/Hs, etc are *neglected*. They are not done on the subject of the word. They are done in the session ruds.
 Just do the process and it will eventually F/N on each chain.
6. When all reads on the first assessment are handled to F/N, REASSESS the whole list. Do not take off the list items already handled.
7. Repeat Step 4.

- 8 Repeat Step 5.
- 9 Repeat Step 6, etc.
10. A persistent F/N should be attained on assessing the whole list as the End Phenomena of the Word Clearing sessions.

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HCO BULLETIN OF 7 SEPTEMBER 1974
(Adapted from LRH ED 178 INT of 30 May 1972)

Remimeo
All Staff
All Auditors
All Students
All Scientologists

Word Clearing Series 54

Superliteracy and the Cleared Word

SUPER – Superiority in size, quality, number or degree.

LITERACY – The ability to read and write.

Almost everyone these days is able to read and write. This was not true a century ago but, with modern stress on education, it is true today.

But is this enough today?

It is an instruction book world. The civilization in which we live is highly technical.

Education today goes into the twenties.

That's a third of one's life.

And what happens when one leaves school?

Can he *do* what he studied?

Does he *have* all his education or did it get left behind?

Literacy is not enough.

Today's schools and today's world require a new ability-the ability to look at a page without any strain and absorb what it says and then apply it right now without any stress at all.

And is that possible?

Am I talking about speed reading?

No. That is just being able to read rapidly. It does not improve the *comfort of* reading and it does not improve the ability to apply.

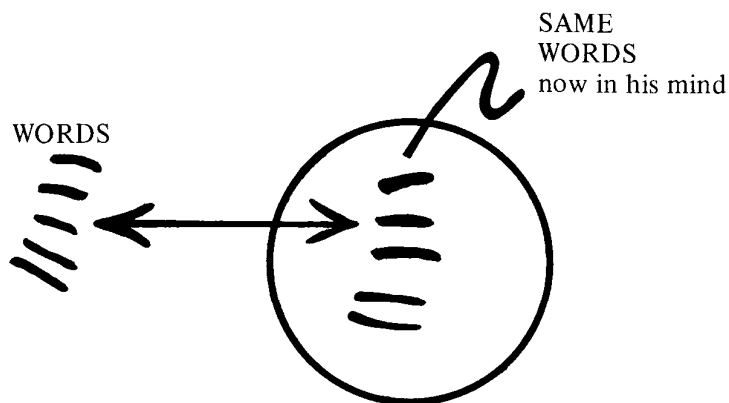
What is really needed is the ability to **comfortably** and **quickly** take data from a page and be able at once to **apply** it.

Anyone who could do that would be **Super-Literate**.

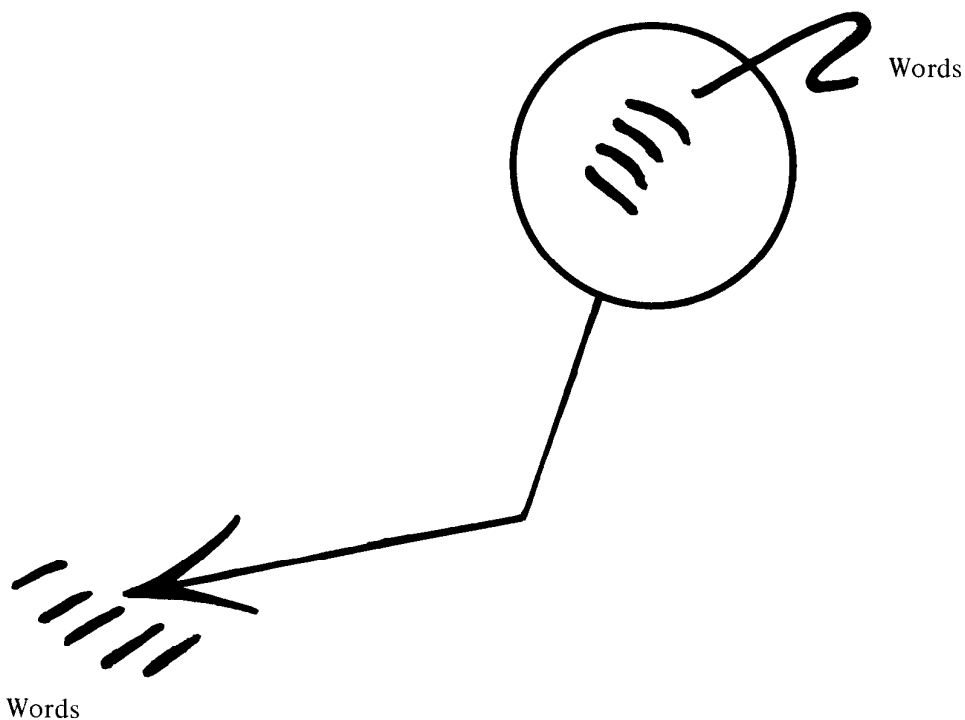
What happens?

The average person-literate – is able to read words and mentally record words.

Like this:



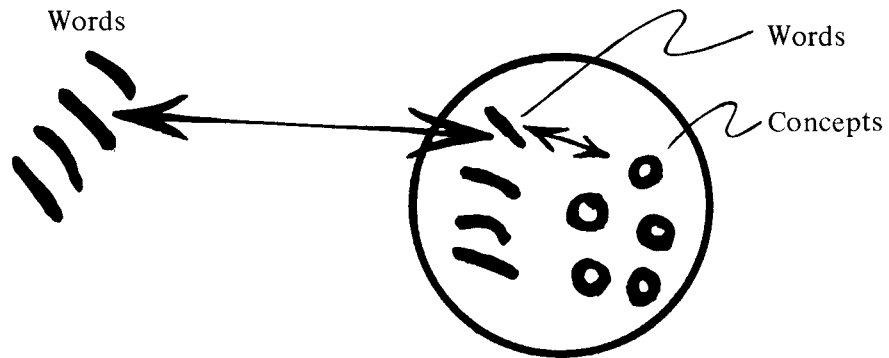
When he writes he writes:



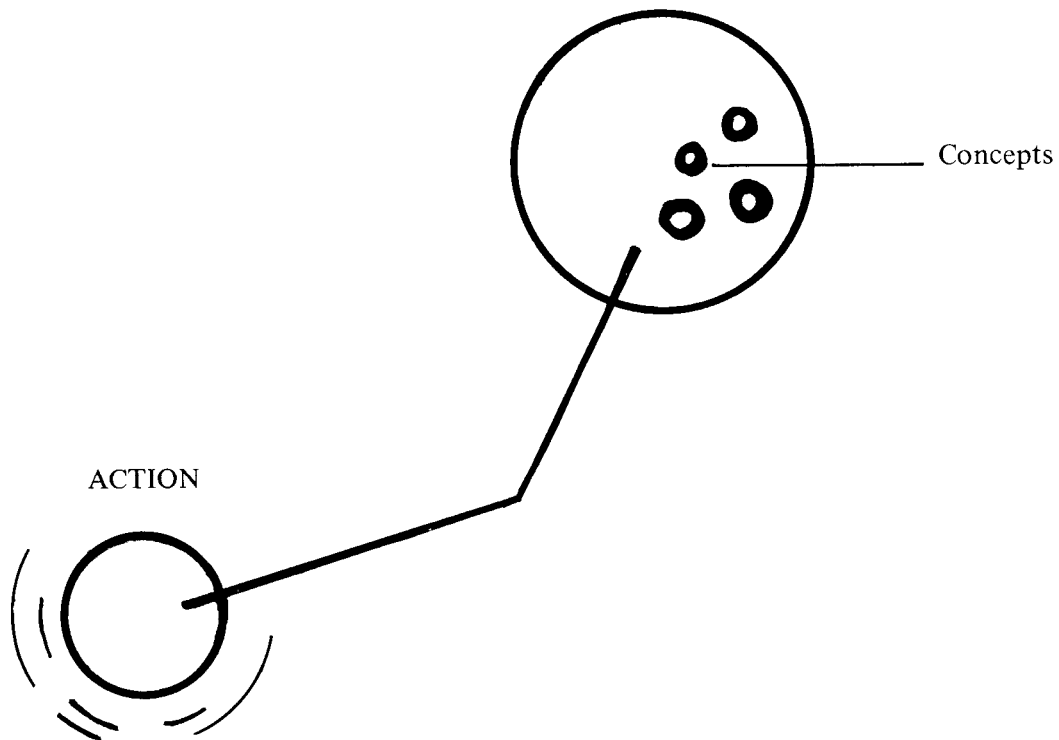
In his mind words are “understood” as other words like this:



When one is Super-Literate, this is what happens:



Therefore as he is dealing in *concepts* (ideas or understandings) this can happen:



And he thinks in concepts to which he can fit words easily and so can write clearly.

In other words, when one is Super-Literate, one reads not words but understandings. And so one can act.

CONCEPTS

The idea of grasping word meanings conceptually is something new to the field of Linguistics. The endless Semantic circles pursued by Korzybski and company (see Data Series 1, "The Anatomy of Thought") never really led to the realization that a word and its meanings are embodied in the basic *concept* or *idea* symbolized by that word.

That conceptualization of meanings is foreign to dictionary writers and "experts" is evidenced by the fact that definitions are so subject to alter-is and change with the passage of time.

For example, modern definitions of the word "understand" are found to be largely inadequate. A really full and meaningful definition of it could only be found in a First Edition of *Webster's Dictionary of Synonyms, 1942*:

"Understand. To have a clear and true idea or conception, or full and exact knowledge, of something. In general it may be said that understand refers to the result of a mental process or processes (a clear and exact idea or notion, or full knowledge). Understand implies the power to receive and register a clear and true impression."

CLEARED WORDS

Operating within a society steeped in misunderstood words and mis-definitions, Study Tech is subject to arbitraries. Thus, a *cleared word* is defined as follows:

A word which has been cleared to the point of full conceptual understanding.

In Metered Word Clearing this translates as:

F/N, VGIs.

There are many ways and combinations to achieve this EP. Using the word in sentences until the meaning is grasped conceptually is the most common. Diagrams, demos, clay, in fact the entire body of Study Tech and its methods are applicable.

These are vital tools. For use. Protect them and **Keep Scientology Working.**

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HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex
HCO BULLETIN OF 23 OCTOBER 1975

Remimeo
All Flag
All Folo Tech Terminals
All Quality Control Personnel
All Qual Personnel
All Tech Personnel

TECHNICAL QUERIES

Over the years we have had a great deal of experience with "Technical Queries".

Many new trainee Auditors have come to Flag. A certain percentage of these were very happy to be there because now their "technical queries" could be "answered". And so my lines would carry their queries and of course an investigation would ensue to find why an org Class IV or VII would have technical queries.

It was found in all cases that the person with the technical query had misunderstood words or had never read the materials or listened to the required tapes.

The misunderstood words were things like "Scientology", "Auditor", "HCO", "tone arm" – things the person was encountering continually in his work.

Every one of these "technical queries" was already fully covered in the materials but the person had never bothered to clean up his Mis-U's or, occasionally, read the basic materials available to him.

It was further found **that it was absolutely fatal to try to answer these queries or explain them.** The explanation given would just dive in under the misunderstood words or absence of study and the person would just have more bewildered queries.

So it became the very firm rule on my lines that when technical queries were received the person was at once metered properly to locate the Mis-U words and get them defined or the false report that he or she had studied the materials at all.

When "technical queries" were handled this way and **only** when they are handled this way, the result was F/N VVVVVGIs. Any explanation brought only BIs.

So the rule is very, very firm.

Always answer a technical query by referral to materials and a cramming order to find the mis-u words.

The Auditor who is not handled this way will go on failing.

Further, **verbal** tech explanations or letters which explain things enter a false data line into the scene and drives tech further out. Such actions create a squirrel scene. So:

Never explain verbally or on paper in answering a technical query. Only refer to materials and issue cramming orders to find the Mis-U's or the unstudied materials.

Probably the reason why Flag trained Auditors and Auditors who have been working on my C/S lines produce such phenomenal results is that the above two rules are fully enforced wherever I am working.

And it is true – the best Auditors in the world have been made by applying these rules.

And now that you have the Tech Dictionary it is especially easy.

So **don't** do an Auditor or Student in by explaining the answers to technical queries. Apply these rules and make them come through on the original materials.

To do anything else is a severe disservice.

These are the basic rules of keeping tech in.

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HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex
HCO POLICY LETTER OF 25 SEPTEMBER 1979
ISSUE II

Remimeo
Training Hats
Tech/Qual
Registrars

METHOD ONE WORD CLEARING

(Ref: HCO PL 25 Sep 79 I Successful Training Lineup;
HCO PL 25 Sep 70 III The Method One Co-Audit Checksheet;
C/S Series 1 and C/S Series 73)

Method One Word clearing is the action taken to clean up all misunderstands in every subject one has studied. The result of a properly done Method One Word Clearing is the recovery of one's education. It clears up misunderstands in earlier studies making it possible for a student to study and not be bogged down by these earlier misunderstands. It is thus a vital rundown for students and gives a tremendous boost in the ability to study.

AUDITOR TRAINING

Method One Word Clearing has the advantage of being easily taught. An auditor only has to have his TRs and metering in and have been starrated on the materials of Method One Word Clearing in order to be able to deliver it. Thus it is very easy and fast to become able to audit Method One Word Clearing.

METHOD ONE MANDATORY FOR TECH PERSONNEL

Method One Word Clearing is now mandatory for any auditor, course supervisor or case supervisor and is to be done during or before the first major technical course he or she does. (Those currently on a course or internship who have not had Method One, may complete their current course or internship, but will need to get Method One, for permanent certification or classification.) Those who have already been trained and graduated without having completed Method One Word Clearing are to get it before or during their next major technical course.

Cramming Officers and Word Clearers are required to have had full Method One Word Clearing and may not graduate without it.

Students on major administrative courses are advised to get Method One Word Clearing as soon as possible.

The statement in BPL 18 Oct 76RD, rev. 10.9.78 Urgent – Important; Successful Training Lineup which allows graduation from Academy courses without completing Method One is hereby cancelled. Method One will speed the student's progress, not delay it.

Supervisors are forbidden from prohibiting students from co-auditing Method One, and must encourage students to get Method One Word Clearing fully done, as it will assist the student enormously with his study. Some students find they can approach studying a new subject after clearing earlier subjects in Method One.

CASE REQUIREMENTS FOR METHOD ONE

There are no auditing prerequisites to Method One Word Clearing. It is a major case action and the case must be set up with F/N before starting Method One and this is normally done by flying all ruds (ref: C/S Series 1). This is very simple and easy to do and does not require a lengthy program.

Method One cannot be done on cases who are in the Non-Interference Zone, i.e. between R6EW and OT III or on NED for OTs (ref: C/S Series 73). All other case levels are eligible for Method One.

You might encounter a case who cannot get through Method One or other word clearing due to drugs. If so, get the drugs handled with a Sweat Out Program and Drug Rundown.

HOW TO GET METHOD ONE

Method One Word Clearing may be obtained in the HGC as a public pc, it may be co-audited by students, it may be received as student auditing from another student or it may be received by enrolling on the Word Clearing Method One Co-Audit. Thus it is very easy to get and the advantages are great. All students should get Method One and it is now within anyone's reach.

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Founder

As assisted by
Snr C/S Int

LRH:DM:gal

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex
HCO BULLETIN OF 13 AUGUST 1972R
Corrected and Reissued 15 August 1972

Correction in this type style

Remimeo
BPI
All Students
Tech Dept
Qual
"The Auditor"
REGISTRARS

FAST FLOW TRAINING

Ref:	LRH ED 178 INT of 30 May 72	SUPER-LITERACY
	HCO B 4 Apr 72; Revised 30 May 72	PRIMARY RUNDOWN REVISED
	HCO B 30 Mar 72; Revised 30 May 72	PRIMARY CORRECTION RUNDOWN
	HCO B 20 July 72 Issue I	PCRD HANDLING
	HCO B 15 July 71 Issue III	C/S Series 48R DRUG HANDLING
	HCO B 25 Oct 71 Issue II (as revised)	THE SPECIAL DRUG RUNDOWN

So that there is **no** question about what is meant by **Fast Flow Training**:

Any student who honestly completes the Primary Rundown or Primary Correction Rundown is thereafter designated a "Fast Flow Student".

The Fast Flow Student passes courses by attestation at Certs and Awards to the effect that he (a) has enrolled properly on the course, (b) has paid for the course, (c) has studied and understands the materials, (d) has done the drills, (e) can produce the result required in the materials.

The student is given a **Provisional Certificate**. This looks like any other certificate but is not gold sealed and has *Provisional* plainly on it.

In the case of an Auditor, an Internship or formal auditing experience is required. When actual honest evidence is presented to C&A that he has demonstrated that he can produce flubless results his Certificate is **validated** with a gold seal and is a permanent certificate.

In Administrative Courses or course of any kind not having to do with auditing, the same procedure is followed and a **Provisional Certificate** is issued by C&A.

The person must now demonstrate that he can apply the materials studied by producing an honest, actual statistic in the materials studied. He presents this evidence to C&A and receives a **validation** gold seal on his Certificate.

Provisional Certificates **expire** after one year if not validated.

The Fast Flow Student studies within his knowledge of study tech. He is assisted by Supervisors. Any Word Clearing action needed can be done on him. He can be sent to Qual and Crammed. He can be starrated and made to clay demo by the Supervisor.

He does not however have to have a twin, he does not automatically starrate starrate items, he does not have to have an examination.

The Fast Flow System makes for very rapid training. This becomes possible due to the development of the Primary Rundown and Primary Correction Rundown.

PREREQUISITES

Primary Rundown or Primary Correction Rundown are required for Levels 0 to IV or above and for FEBC. They are not required for HSDC or the many other courses below these levels.

NON PRDs

Those students who have not had a Primary Rundown or Primary Correction Rundown must starrate, clay demo, twin and go through the materials as many times as required, using the entirety of the Student Hat.

It is much faster to do the PRD or PCRd first.

DRUG CASES

Where a drug case cannot be gotten through Method One Word Clearing due to case, it is usual to give him the Drug Rundown first as per HCO B of 25 Oct 71 Issue II, "The Special Drug RD".

The short co-audit version is contained in HCO B 15 July 71 Issue III, C/S Series 48R.

Where for any reason the person cannot get the Drug Rundown **he may be enrolled on the Dianetics Course, become a Dianetic Auditor** and obtain the Drug Rundown through **co-audit** on Course.

The Dianetic Course in this instance is done with the full Student Hat requirements.

DESIGNATION

The **Fast Flow Student** should be given a blue lapel award and wear it in Class. It should say FFS on it in black letters.

This gives the green light to rapid and effective completion of courses for the **Super-Literate**.

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