

## SPECIFIC LEARNING AID 2.3

# Accordion-Pleated Handout: Choosing Where I Place My Attention

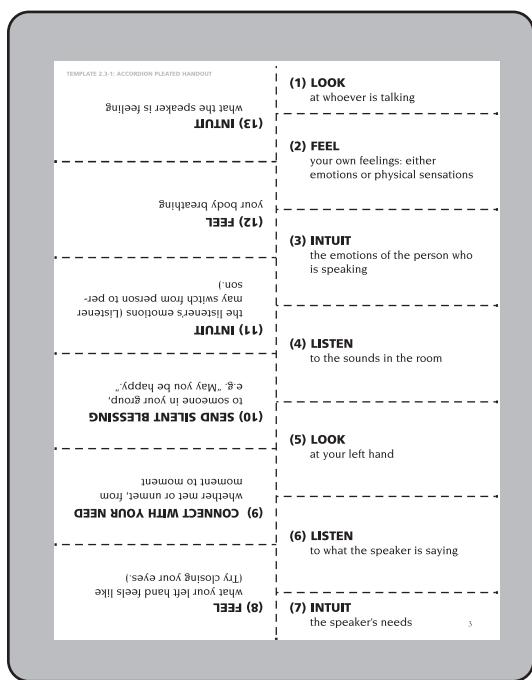
### SUPPLIES NEEDED FOR ONE ACCORDION-PLEATED HANDOUT

One pleated handout serves two participants.

1. One 8 1/2" x 11" sheet of white paper
2. Photocopier or printer

### DESCRIPTION OF COMPLETED ACCORDION-PLEATED HANDOUT

4" wide pleated handout revealing 7 cues on one side and 6 on the other



Handout before folding



Completed Accordion-pleated Handout

### STEP-BY-STEP INSTRUCTIONS FOR PRODUCING ONE ACCORDION-PLEATED HANDOUT

The process of folding to create the pleated handout is easy to do but difficult to describe. A demonstration is included in the Instructional Video Clips. As facilitator, you may either pre-fold the handouts ahead of time or show participants how to fold their own. NOTE: Consider collecting the pleated handouts at the end of the activity for use in future sessions.

1. Copy Template 2.3-1.
2. If you intend for participants to fold their own handouts, copy Template 2.3-2: Instructions for Folding Accordion Pleats.

## **SPECIFIC LEARNING AID 2.3 — Accordion-Pleated Handout**

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NOTE: Give each pair of participants a copy of the two items, above.

3. Follow the instructions given on Template 2.3-2 to fold the handout.

### **TEMPLATES PROVIDED:**

- Template 2.3-1: Accordion-Pleated Handout (Choosing Where I Place My Attention)
- Template 2.3-2: Instructions for Folding Accordion Pleats

what the speaker is feeling

### (13) INTUIT

your body breathing

### (12) FEEL

the listener's emotions (Listener may switch from person to person.)

### (11) INTUIT

e.g. "May you be happy."  
to someone in your group,

### (10) SEND SILENT BLESSING

whether met or unmet, from moment to moment

### (9) CONNECT WITH YOUR NEED

(Try closing your eyes.)

what your left hand feels like

### (8) FEEL

### (1) LOOK

at whoever is talking

### (2) FEEL

your own feelings: either emotions or physical sensations

### (3) INTUIT

the emotions of the person who is speaking

### (4) LISTEN

to the sounds in the room

### (5) LOOK

at your left hand

### (6) LISTEN

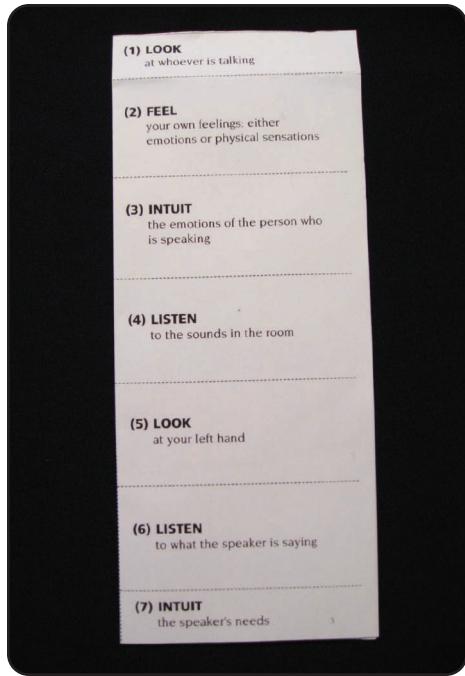
to what the speaker is saying

### (7) INTUIT

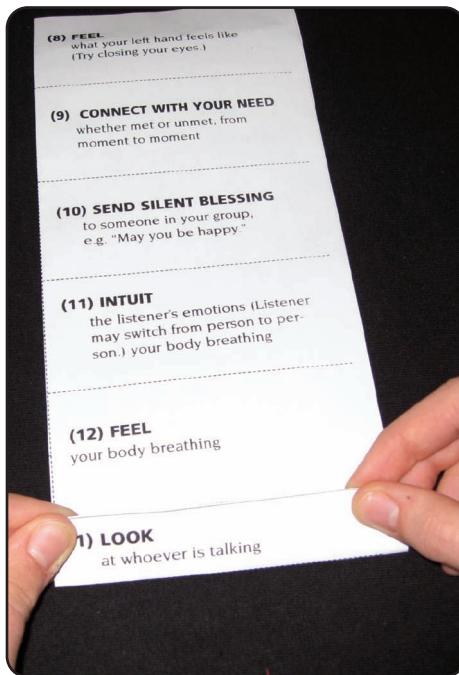
the speaker's needs

## TEMPLATE 2.3-2

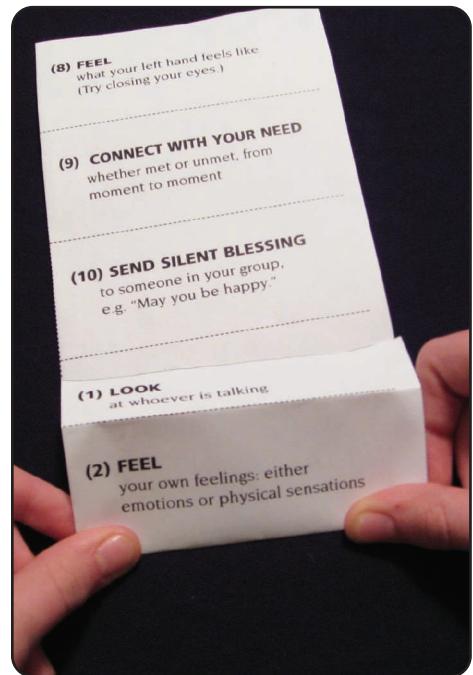
# Instructions for Folding Accordion Pleats



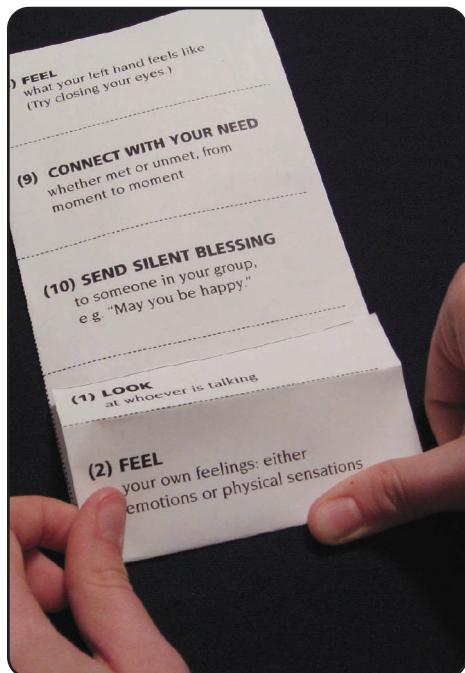
Step 1



Step 3



Step 4



Step 7



Step 9 - Finished product

## TEMPLATE 2.3-2 — INSTRUCTIONS FOR FOLDING ACCORDION PLEATS

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1. First fold the paper vertically along the guideline in the center of the paper. The numbered items are now exposed on both sides.
2. Hold the paper so that Item (8) is on top of the column facing you.
3. Slip your thumbs underneath Item (13) at the bottom of the column. Flip it up to reveal Item (1). Press hard along the guideline underneath Item (1) and then release the fold. (This is called "scoring".)
4. Next score the guideline below Item (2). You will now see both Items #1 and #2 at the bottom of the paper you are holding.
5. Continue scoring all the other guidelines from #3 to #6. Be sure to make all these folds in the same direction.
6. Now position the paper such that Item (1) is showing at the top and (7) at the bottom.
7. Slip your thumbs underneath Item (7); flip up to reveal Item (8). Score.
8. Continue scoring Items (9) through (12) in the same direction.
9. Neatly scrunch the finished paper into accordion pleats to reveal Item (1) on top of the stack and (7) on the bottom.