

## SPECIFIC LEARNING AID 2.3

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

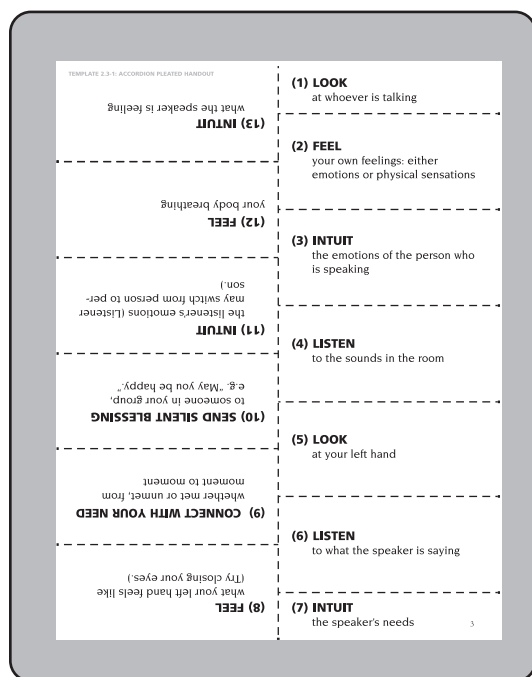
## SUPPLIES NEEDED FOR ONE ACCORDION-PLEATED HANDOUT

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.

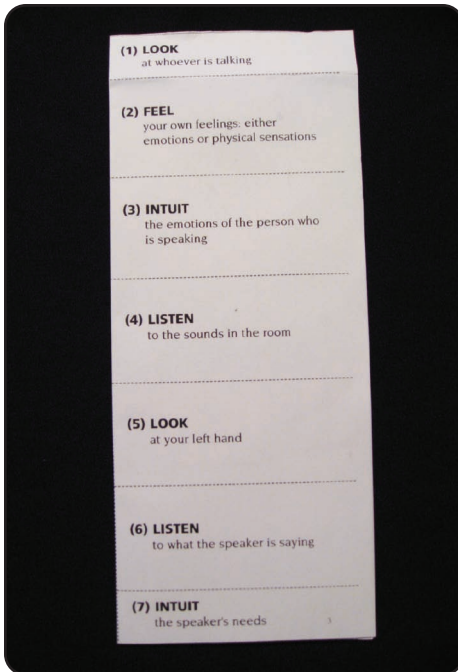
### **TEMPLATES PROVIDED:**

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

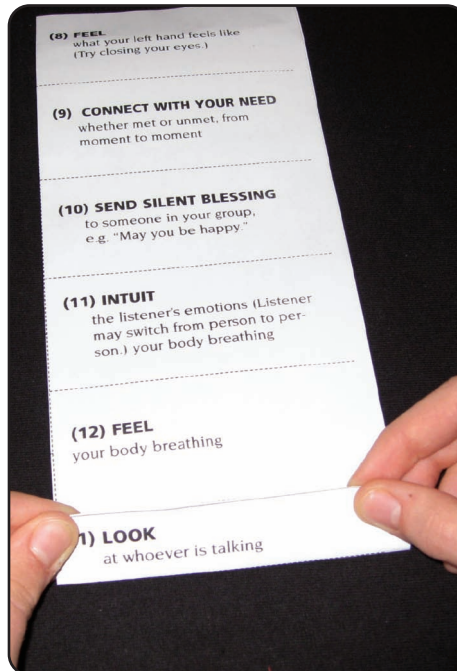
|  |  |
|--|--|
| <div data-bbox="185 132 690 174" data-label="Text"> <p>what the speaker is feeling</p> </div> <div data-bbox="508 186 763 231" data-label="Text"> <p>(13) INTUIT</p> </div>  | <div data-bbox="860 37 1065 84" data-label="Text"> <p>(1) LOOK</p> </div> <div data-bbox="933 94 1318 136" data-label="Text"> <p>at whoever is talking</p> </div>  |
| <div data-bbox="305 485 690 527" data-label="Text"> <p>your body breathing</p> </div> <div data-bbox="552 543 763 590" data-label="Text"> <p>(12) FEEL</p> </div>  | <div data-bbox="860 268 1042 315" data-label="Text"> <p>(2) FEEL</p> </div> <div data-bbox="933 325 1533 417" data-label="Text"> <p>your own feelings: either emotions or physical sensations</p> </div> |
| <div data-bbox="81 779 690 921" data-label="Text"> <p>the listener's emotions (Listener may switch from person to person.)</p> </div> <div data-bbox="508 938 763 984" data-label="Text"> <p>(11) INTUIT</p> </div>  | <div data-bbox="860 615 1084 661" data-label="Text"> <p>(3) INTUIT</p> </div> <div data-bbox="933 672 1529 764" data-label="Text"> <p>the emotions of the person who is speaking</p> </div>              |
| <div data-bbox="123 1150 690 1243" data-label="Text"> <p>to someone in your group, e.g. "May you be happy."</p> </div> <div data-bbox="123 1260 763 1306" data-label="Text"> <p>(10) SEND SILENT BLESSING</p> </div> | <div data-bbox="860 991 1091 1037" data-label="Text"> <p>(4) LISTEN</p> </div> <div data-bbox="933 1047 1419 1089" data-label="Text"> <p>to the sounds in the room</p> </div>                            |
| <div data-bbox="164 1501 690 1593" data-label="Text"> <p>whether met or unmet, from moment to moment</p> </div> <div data-bbox="71 1610 763 1656" data-label="Text"> <p>(9) CONNECT WITH YOUR NEED</p> </div>        | <div data-bbox="860 1341 1065 1388" data-label="Text"> <p>(5) LOOK</p> </div> <div data-bbox="933 1398 1242 1440" data-label="Text"> <p>at your left hand</p> </div>                                     |
| <div data-bbox="147 1852 690 1944" data-label="Text"> <p>what your left hand feels like (Try closing your eyes.)</p> </div> <div data-bbox="579 1959 763 2005" data-label="Text"> <p>(8) FEEL</p> </div>             | <div data-bbox="860 1692 1091 1738" data-label="Text"> <p>(6) LISTEN</p> </div> <div data-bbox="933 1749 1477 1791" data-label="Text"> <p>to what the speaker is saying</p> </div>                       |
|  | <div data-bbox="860 1959 1084 2005" data-label="Text"> <p>(7) INTUIT</p> </div> <div data-bbox="933 2013 1308 2055" data-label="Text"> <p>the speaker's needs</p> </div>                                 |

## TEMPLATE 2.3-2

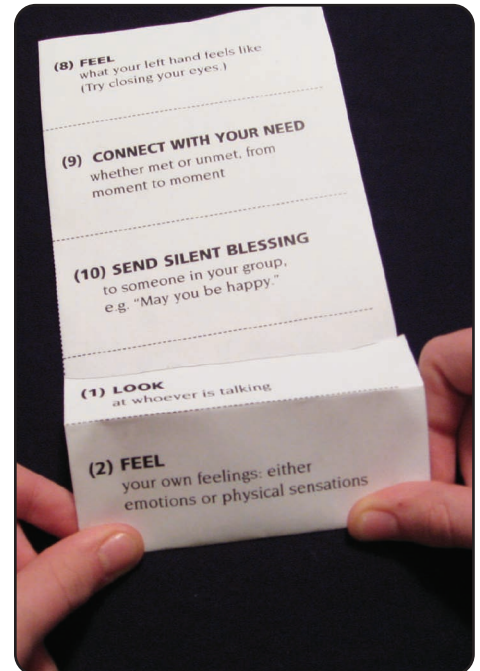
# Instructions for Folding Accordion Pleats



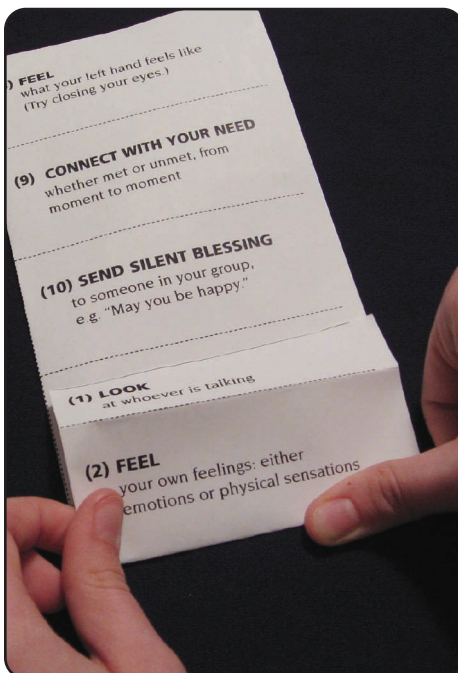
Step 1



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.