



The General Conference  
Sabbath School &  
Personal Ministries



TO

# GIVING PERSONAL BIBLE STUDIES

SEVENTH-DAY  
ADVENTIST CHURCH



**Giving Personal Bible Studies** is created by the General Conference  
Sabbath School & Personal Ministries Department

Editor: May-Ellen Colon  
Principal Contributor: Calvin Smith  
Design: Linda McDonald

**Available from:**

*AdventSource*  
5040 Prescott Avenue  
Lincoln, NE 68506  
800.328.0525  
[www.adventsource.org](http://www.adventsource.org)

Copyright © 2010 by the General Conference of Seventh-day Adventists

All rights reserved. You may copy these materials for local church use.  
No part of this publication may be reproduced, stored in a retrieval  
system, or transmitted, in any form or by any means, electronic,  
mechanical, photocopying, recording, or otherwise for sale or distribution  
in any way outside of the local church leadership without the prior written  
permission of the copyright holder.

Printed in the United States of America

ISBN: 978-1-57756-582-6

# TABLE OF CONTENTS

|  |    |
|--|----|
| God Is in Bible-Study Work . . . . .   | 5  |
| Five Types of Bible studies . . . . .  | 6  |
| Finding Bible Studies. . . . .   | 10 |
| Introducing the Study Guides and the Plan. . . . .                                     | 14 |
| How to Give the Bible Study . . . . .  | 16 |
| What to Do When You Arrive at the Study. . . . .                                       | 17 |
| How to Present the Bible Study. . . . .  | 19 |
| More Tips for Success. . . . .   | 24 |
| Gaining Decisions . . . . .  | 28 |
| Appendix A - Secret Bible Concordance:<br>The Key to Successful Bible Studies. . . . . | 34 |
| Appendix B - The Community Survey . . . . .  | 38 |



# GIVING PERSONAL BIBLE STUDIES

What a privilege and joy it is to share the love of Jesus and His message for today through the proven and simple method of giving Bible studies. There is no better way to grow strong in the Word personally, to help establish others firmly in Bible truth—in a living relationship with Jesus, and to prepare them to share their faith.

## *God is in Bible-Study Work:*

We have been directed and encouraged to:

- “Carry the Word of God to every man’s door.”<sup>1</sup>
- “Our work has been marked out for us by our heavenly Father. We are to take our Bibles and go forth to warn the world.”<sup>2</sup>

In vision, Ellen G. White saw it happening with marvelous results:

- “Hundreds and thousands were seen visiting families and opening before them the word of God. Hearts were convicted by the power of the Holy Spirit, and a spirit of genuine conversion was manifested. On every side doors were thrown open to the proclamation of the truth. The world seemed to be lightened with the heavenly influence.”<sup>3</sup>

This promise is being fulfilled today. How exciting to be part of it!

***Success is promised*** as we unite moment by moment with our mighty Creator and Redeemer in His love and passion for the lost. Jesus, who gave His life for every person and who loves each one more than “worlds,”<sup>4</sup> is the One who has chosen us and asks us to “go” and share His love.

- As we, the branches, unite our lives continually with Him, the Living Vine (John 15), He promises to

supply all the power (Matt. 28:18-20) and wisdom (James 1:5) we need for success.

We are promised: “He will guide them [the teachers of His Word] into the homes of those who need and desire the truth, bringing them into the situations best suited to their talents.”<sup>5</sup>

- “When church members put forth earnest efforts to advance the message, they will live in the joy of the Lord and will meet with success. Triumph always follows decided effort.”<sup>6</sup>
- Jesus sent His disciples out two by two.
  - a) Every member can use support. The trainer-trainee plan is excellent.
  - b) It enables more members to “live in the joy of the Lord.”

### *Five Types of Bible Studies:*

When planning to give Bible studies one needs to select a type of study and have materials in hand. There are five types of Bible studies: *Spontaneous*, *Chain Reference*, *“Bible Speaks”*, *Bible Correspondence School Study Guides*, and *“Good News for Today”*.

#### **Spontaneous:**

Open the Bible and begin where the student is interested. Jump around using texts you think appropriate and most meaningful to the specific student at the moment.

- This type of study can be used with a seat partner on the bus or airplane but is not the best for a systematic series.
- A systematic approach is best. It gently leads the student step by step building on former studies, and it makes the entire subject clear.
- With the spontaneous approach it is very difficult to stay on one subject and make it clear to the mind.

- a) Students usually ask questions on subjects they are not prepared for, such as the testing truths.
- b) Arguments ensue and the series often ends abruptly.
- This open-the-Bible spontaneous approach does require a thorough knowledge of the Bible.

### **Chain Reference:**

A better approach is to follow a properly arranged series of subjects with texts marked in your Bible in an order that makes each subject clear.

- List the subjects, code letters (such as “OE” for “Origin of Evil”) and the first text for each in the back of your Bible.
- Beside the next and following texts write the code, the number, and the next text. Continue to the end of the study.
- You will need to study the series of texts carefully so you can ask questions before you or the student/s read the texts so they can find the answers.
- After the text is read, ask the question again and get the answer from the student/s before elaborating.
- It is very vital that the student/s hears and sees the answer in the Bible and can answer the questions.
- Remember to call for a decision in each lesson.

(The chain reference course entitled “*Secret Bible Concordance: The Key to Successful Bible Studies*” is included in Appendix A.)

### **“Bible Speaks:”**

Here is an example of a type of course that basically follows the “chain reference” approach but gives the assistance needed to make it easy and thorough.

- The Bible page numbers, texts, and questions are on one side of the page and the answers and further comments are on the back of the same page.
- The tight logic flows from the question to the answer, and on to the next question.
- It is necessary and easy for the student, whether illiterate or literate, to answer the written question.
- The course follows this simple approach:
  - a) The teacher first gives the page number (if needed) and text to the student, and the student finds the text.
  - b) The teacher asks the question.
  - c) The student reads the text.
  - d) The teacher asks the question again and the student answers.
  - e) The teacher then turns the page, reads the answer, further comments, and can then elaborate and illustrate.
  - f) After the 10-12 questions are studied, the teacher follows the instruction at the end: “Review questions; Any questions? Is it clear? MY DECISION” (which is written).

When this simple approach is followed and the questions are reviewed at the end, the illiterates can answer just as well as literates. Both understand thoroughly.

As we will discuss with the next type of study, it is of great advantage for the student to study the lesson with the Bible alone and fill in the answers before the teacher reviews the answer sheet with him/her. This course can be used that way as well. (*This course is available in many languages.*)

### **Bible Correspondence School Study Guides:**

This type of Bible study is covered in the Personal Ministries Leaflet, *How to Run a Church-Based Bible School*.



- These guides usually have the Bible texts written out in the lesson. The student does not see the texts and answers in the Bible itself.
- The best way to utilize these study guides is to have the student/s study them alone and fill out the answers. You then review and discuss their answers with them, complimenting, clarifying, and endeavoring to get a decision at the end of each study.
- Reviewing a guide that the student has already studied and thought about increases the understanding and retention greatly.
- The questions are usually true and false and may not require as much thinking as when the answer needs to be written.

### **“Good News for Today:”**

Here is an example of a series where the student writes the answers to the questions which are reviewed by the teacher.

The instruction in this pamphlet will be based on this example, although most of the basic principles can be applied to the other types.

### **Advantages of this simple, “Good News for Today” type of Bible study:**

- It has proven very successful around the world.
- You can master it very quickly.
- You will soon be equipped with prepared study guides and will be able to teach the major Bible topics at a moment’s notice.
- The student learns better and faster.
  - a) First, alone, the student reads from the Bible the answer to the question given in the guide.

- b) He/she thinks about it and writes the answer from the Word, according to what the Spirit reveals. You are not telling the person what to believe.
  - c) Then at the study session, you review what the student studied.
  - d) The student repeats his/her answer to you, and thus hears the message from God.
  - e) After that, you talk about and illustrate what he/she has already decided upon, supporting his/her understanding of truth. You are supporting what the student has already read, thought about, written, spoken, and heard.
  - f) Thus, your study together takes less time and the student will understand and retain the truth far better than if you introduced and talked about material that is totally unfamiliar.
  - g) The student is soon trained and equipped with completed study guides to study the Bible with others.
- To experience these advantages you must have a person/s with whom you can study.

## *Finding Bible Studies:*

### **Personal Contacts are the Best:**

The Holy Spirit is placing a desire for truth in hearts all around you.

- Maintain a constant connection with Him.
- Be friendly.
- Pray every day, “Who today, Lord?”
  - a) Friendship and prayer brought 25 Bible studies a week to a 75 year old lady living in a difficult country and sparsely populated area.

- Do as Jesus did: “He reached the hearts of the people by going among them as one who desired their good. . . . He met them at their daily vocations, and manifested an interest in their secular affairs.”<sup>7</sup>
- “Go to your neighbors one by one, and come close to them till their hearts are warmed by your unselfish interest and love. Sympathize with them, pray for them, watch for opportunities to do them good, and as you can, gather a few together and open the word of God to their darkened minds.”<sup>8</sup>
- Follow this advice and when among your neighbors, friends, work associates, family members, and casual contacts, watch and pray for opportunities and words to share how the study guides have helped you to find answers.
  - a) You might say, “They make the Bible come alive.
  - b) It is really fascinating to see how they lead you to texts on the major subjects of the Bible. They make it so interesting.
  - c) Hundreds are enjoying them and I know you will love them, too.”
  - d) (You might also include: “I would like your opinion on them,”
  - e) or “In view of [name current tragic event/s] we have a gift for you that we found very helpful.”)
- Introduce the guides, show how to begin and arrange a time to study together. (The canvass below will assist you in presenting them.)
- The Holy Spirit is able to use your casual conversation to awaken a desire. He will guide you to the best interests.

## Prospects for Bible Studies

Prospects for Bible studies include the following, which should be part of your church's interest list. To begin studies, you may use the basic approach, used with the personal contacts above, with many of these. With others (in parentheses) you will find some brief approaches that may also be helpful to use with the canvass below in introducing the guides.

- Evangelistic meeting interests.
- Interests developed through cooking schools and other special church programs and events.
- Close relatives of new and old members.
- Graduates of Bible Correspondence Schools. (*Many like to see the answers in the Bible itself.*)
- Literature Evangelist interests. (*Take the print-out. Ask, "How have you enjoyed the [name them] books? Many like to see the answers in the Bible itself. You paid for those books. This is a free offer to you."*)
- Branch Sabbath School interests.
- Interests of hospital or medical outreach.
- Media and publication interests. (*Take the print-out, showing what they ordered, and say, "We are associated with [name the program or publication]. We understand you have received [name them]. Have you enjoyed it? Have you taken advantage of our Free Bible study offer?"*)
- Children of church members.
- Sabbath school members who are not church members.
- Community service beneficiaries. (*Say, "How you are doing? We helped you physically, and now we would like to help you spiritually."*)

- Missing members. (*Consider why they are missing. Most often they are missing because of hurt feelings. They need friends and a fresh view of Jesus and His message. It may take several visits to reestablish friendship. Listen, love, care, apologize in behalf of the church, never argue. Offer study guides when they indicate their interest and need.*)

### ***Tips for Finding Bible Studies:***

- Do door to door visitation in your neighborhood using just the guides or a community survey (see Appendix B) and the guides. (*With the survey, at the end, say, "Thank you for taking the time to give your opinion. We have something free for you that we believe you will thoroughly enjoy." If you sense that they feel their need as you asked the question, carefully make it clear that they will find answers in the guides.*)
- Distribute a series or a single tract containing an enrollment card. (*With this one and with all request card and ad responses listed below, basically, make a brief friendly visit, hold up the card or ad and say, "We came in answer to your request. You made a very wise choice. Hundreds are enjoying and benefiting from these simple guides which answer life's greatest questions, and are made for busy people." Again, use the canvass below to introduce the guides and the plan.*)
- Place enrollment cards in the doors.
- Mass mail enrollment cards to postal areas.
- Include enrollment cards with your letters, payments and greeting cards.
- Encourage all church members to carry enrollment cards at all times.

- Place “Free Take One” enrollment card holders in strategic locations in your community and keep them filled.
- Loan books containing enrollment cards.
- Use a survey or response sheet at all church special events, programs, and fair booths, etc., that offers to the guests various programs including personal Bible studies.
- Place ads in newspapers, newsletters, or local magazines.
- Place ads on bulletin boards in stores, Laundromats, and other public places.
- Use TV/radio advertising spots.

## *Introducing the Study Guides and the Plan.*

You may use this canvass:

- *(Hold the guide in front of the person as though it is very precious. Point to each item on the guide with your pen.)*  
Say, “Notice that the first one is entitled\_\_\_\_\_.”
- “There is an introduction and then the question that is followed by the text and page number in this Bible.”  
*(Hand the Bible to the interest. If you have no Bible to give, help them find the text in their Bible.)*
- “The first text is on page\_\_\_\_. Would you mind opening to page\_\_\_\_and we’ll see how easy it is.”  
*(Help the person find the page, if needed.)* “The text is\_\_\_\_\_.” *(See that he or she finds it and proceed.)*
- “Now the question is\_\_\_\_\_ [read it]. Perhaps you could share verses\_\_\_\_\_ [point to the text] with us to see if we can find the answer.” *(After he/she reads, ask the question again politely. If he/she answers,*

*congratulate with, “Very good.” If there is any hesitation, quickly help the person find the answer.)*

- *(Hand the pen to the person.) Say, “Would you kindly jot down the brief answer in your own words?” (Point to the blank. If there is any hesitation, you jot it down for him/her and move right on to the next question. Do that one the same way.)*

**Experience shows** that it is very important to get Bible students started doing the guides by taking them through the first two questions.

This removes the mystery of “how?” from their minds so they will find it easy to finish.

- When you finish the second question, say, “Now you are on your way. The first guide covers . . .” Continue with, “And the second . . .”
- “We know you will thoroughly enjoy these guides. As someone said the other day, ‘These answer the questions we need to know the answer to—the real questions of life.’”
- Place the two guides in the Bible, hand it to the person, and continue: “We are happy to provide the Bible free *[if you are able]* upon completion of the studies, so you are welcome to mark it.” *(If possible, provide study guides to every family member and others present who will study.)*
- “As we said, we are also completing these Bible studies. Perhaps we can compare our answers. If you have any questions, we could discuss them. It will be very interesting.”
- Say, “We will be in this area about this time next week. Would this be the best time for you?” Settle on the specific time.

- Conclude with: “We look forward to seeing you next week. I know you’ll have the guides filled out and we’ll have two new ones ready for you next week at *[state the time]*.”
- Close with a brief prayer of blessing on the family and their study, if appropriate.

### **Suggestions:**

- Start at least two studies.
- Don’t be disappointed if you lose a study or more.
- We have been chosen (John 15:16) to go to the whole world (Rev. 14:6, 7).
- God will show you how much time to spend with one person.
- He may need you someplace else.
- Jesus worked with those who *needed* Him.<sup>9</sup> And “He will guide . . . [you] into the homes of those who *need* and *desire* the truth.”<sup>10</sup>
- We pick “fruit” that is ripe.

### ***How to Give the Bible Study***

- *Pray earnestly.* Jesus said, “Without Me ye can do nothing” (John 15:5, NKJV). Jesus is the center, focus, and essence of every study guide. Jesus must also be the center, focus, and essence of your life.
  - a) To be successful in working for others, one must have the power, presence, and guidance of the Holy Spirit at every step. Claim this in earnest prayer.
  - b) And claim the promise: “In this work all the angels of heaven are ready to co-operate. All the resources of heaven are at the command of those who are seeking to save the lost. Angels



will help you to reach the most careless and the most hardened.”<sup>11</sup>

- *Ask yourself, “What is the **purpose** of this visit or study? What decision do we want? How can I make it Christ-centered? How can it make Jesus more attractive and aid in a decision to accept and follow Him?”*
- *Prepare well* with underlining, highlighting, and comments and illustrations jotted in the margins of your study guides. Plan enough to make it interesting, but not too long, especially the first time.
- *Dress appropriately.*
- *Have plenty of materials*—study guides and, (if possible), Bibles, support booklets, and tracts. There may be other prospects at the study.
- *Be optimistic.* Never think or talk of failure. “Workers for Christ are never to think, much less to speak of failure....The Lord Jesus is our efficiency in all things”<sup>12</sup>

## *What to Do When You Arrive at the Study:*

- *Be punctual.*
- *Be enthusiastic*, cheerful, relaxed and friendly, when you greet them and throughout the study.
- *Keep the first visit brief.* Usually people are busy and you do not want to wear out your welcome.
  - a) To begin, you may say, “It is so good to see you again. How was your week?” Be intensely interested in them as they share.
  - b) An important principle is to talk about their interests and not yours.
  - c) Comment briefly on interesting items in the room. Begin to form a friendship. It is good to do the brief chatting before, not after, the study.

- After you make certain everyone is introduced and comfortable, you might begin by saying, “Well, I was wondering, how did you enjoy the first study guides?” When they respond, you may add, “Was there a particular point that you enjoyed the most?”
  - a) It is better to encourage and let the person express satisfaction with the lesson than to talk yourself.
  - b) Move into the study. Ask, “Do you have your guides handy?”
- *Suggested seating arrangements:* With a group, it is best to *sit in a circle* if possible. With one person, *sit across the corner of a table*.
- If your students have not studied, *be understanding*.
  - a) They may have had a very busy week, may have forgotten, (new habits are difficult to form) or lacked motivation.
    - Say, “I understand. I know you will really enjoy these.
    - Since we set aside this time for you, why don’t we take a few moments with the first one?”
    - Or say, “We know this is a very busy time. I’m sure you will have them finished by next week.” Pass it off as if nothing happened.
    - If the prospect refuses, offer an appropriate tract or lend a book, video, or DVD with your address or telephone number written there. Say, “If I can be of any help please let me know.”
  - b) Don’t wait. Pray for guidance and start another study immediately.

## *How to Present the Bible Study:*

Besides the basic points needed in teaching the guides, to make this as practical as possible, we have attempted here to combine with those points, at appropriate places, tips dealing with relating to the student/s to gain confidence and build relationships.

Most of these principles can be used at various times within any given lesson and throughout the course. (As stated above we are here basing these comments on the use of the “Good News for Today” lessons, but most points can easily be adapted to other types of study guides.)

- *Begin with prayer.* Utilize the lesson to introduce prayer. Say, “You noticed that in 2 Peter 1:21[point to the place in the lesson] the prophecy came to us by the Holy Spirit. In John 16:13 [show the place] Jesus promised the same Holy Spirit to guide us into all the truth.
  - a) “What a privilege when we study His Word to always ask Him to guide us.
  - b) “As we begin, shall we bow our heads and do that? Our Father, thank you for promising to send the same Holy Spirit who guided the prophets to guide us and give us understanding. We claim that promise. Thank you for guiding us in understanding your will for us as we study together. In Jesus’ name. Amen.”
- *Read the introduction* or review its high points.
- *You will want to ask each question.* Say, “Perhaps it will be easiest if I read the questions and you share your answers.”
- As they share, *compliment them on their good answers.* (The good ones are brief. They are probably not understanding the answer if they write out the whole text.)

- If there is a wrong answer, *never* say, “*That’s wrong.*”
  - a) You are not only looking for right answers, you are trying to win hearts.
  - b) Say kindly, “We seem to have different thoughts on that question. Would you mind sharing that text with us again?”
  - c) The student will usually see the right answer immediately.
  - d) If he/she doesn’t change the answer, you could say, “Perhaps you would like to jot that in your guide.”
  - e) Your student will be happy with the perfect score that you will be able to give at the end.
    - Avoid the “I’m the teacher, you’re the student” attitude.
    - Take the, “Let us see what we can learn together” attitude. Do not pose as a Bible authority. Let the students know that you are a learner also. This will help them to feel at ease with you and will also help you. They won’t expect you to know all the answers.
- *Always listen and ask* questions to be certain the person understands clearly. Use often: “Is it clear that...? That word is a bit difficult. Is it clear?”
- *Make brief, relevant comments* as you move along.
  - a) Build instructions on their understanding and comments.
  - b) Don’t preach. You are not giving a sermon. Giving Bible studies is done by interactive discussion.
  - c) As you would not want to feed a whole truck load of hay to a cow at once, you would not want to attempt to tell your students everything you know at once.

- Use appropriate *illustrations* to make it interesting.
  - a) An illustration creates a deeper and more lasting impression in the heart and mind.
    - It is like a window that lets the light in and brings in fresh air.
    - It drives the point home.
  - b) Be careful not to use too many illustrations.
  - c) Keep them short.
  - d) Your own illustrations are best. Constantly listen in church, Sabbath School, etc., to find brief stories to share.
- *Move at the student/s' pace.* Constantly listen and watch the eyes and body language. If you see you are boring them, move to the next question.
  - a) Don't be boring. Make it quick and interesting.
- Remember to always be kind and tactful. Build bridges, not walls.
  - a) In gentle tones, make your presentations beautiful, clear and simple.
  - b) Keep in mind the following:
    - "Your *success* will not depend so much upon your knowledge and accomplishments, as upon your *ability* to find your way to the *heart*."<sup>13</sup>
    - Be *kind* and *gentle*, never sharp. Jesus promises us all His power but, "Our Saviour's power was not in a strong array of sharp words that would pierce through the very soul; it was His gentleness and His plain, unassuming manners that made Him a conqueror of hearts."<sup>14</sup>
    - "The *tones* of the voice have much to do in affecting the hearts of those that hear."<sup>15</sup>

- Stress the *blessings* over the *requirements*. When appropriate, emphasis that God is not there to squeeze the fun out of life but He longs to give His children, as we do, the more abundant life (John 10:10), withholding nothing good (Psalms 84:11). At appropriate times, humbly tell of *blessings* you have received.
- *Stick to the subject*. Don't take all the freeway exits or you will never reach your destination. Here are some pointers to keep in mind:
  - a) Stick to positive Truth. Dispel darkness by turning on the light.
  - b) Don't explain falsehood (the rapture, for example).
  - c) However, it is best to answer some questions before they arise.
- *Never introduce ideas* for which the student does not have sufficient background and is *not prepared to receive*. This can be disastrous. We do not jump to the top of a stairway in one leap. Lead learners one grade at a time, as in school. Follow the sequence of the study guides. Be careful in using Ellen White's writings prematurely if you cannot first prove the point from the Bible.
  - a) If questions dealing with a future, controversial lesson are asked, do not attempt to answer them. This could be the devil's way of getting you sidetracked! It is one of the greatest causes for dropouts.
  - b) If they ask, as an example, "Why do you keep Saturday for Sunday?" Say something like, "That is a good question. It demands a good answer. I could give an answer, but my answer is not really important. I'm sure you want to

know what God's Word says. You will be happy to know that we will have a study or two on that soon." You might add, "You'll be fascinated with what we will discover from the Bible."

- Remember, during the first six studies, it is vital to anchor the student's faith in the Bible.
- c) If the person insists on asking what you believe about a sensitive issue, throw the question back gently. Say, "Would you like to share what you believe? Then *listen* and show appreciation for his/her understanding. Don't argue and lose the study.

**Example:** When Mrs. Marca came to review the first study guide on the subject of the Bible, she was met at the door with, "Do you believe in speaking in tongues?"

- 1) Now, she had no idea what her prospective student understood or believed about anything. She needed to know what the person believed before expressing her opinion or she could easily build a wall.
- 2) She prayed and decided that she must first listen to find the lady's opinion so she could build on her understanding. (*Always pray first. Only the Holy Spirit knows what to do.*)
- 3) So Mrs. Marca threw the question back and asked, "What do you believe?" The lady shot back, "I believe it's of the devil." "That is interesting," Mrs. Marca replied.
- 4) She could now leave the subject until the appropriate time later when she could give a complete study on the topic.

5) If she had said she believed in speaking in tongues, it would have built a wall between them.

- d) It pays to *listen* before talking.
- e) And remember; only the Holy Spirit knows exactly where a person is in their understanding and willingness to respond.

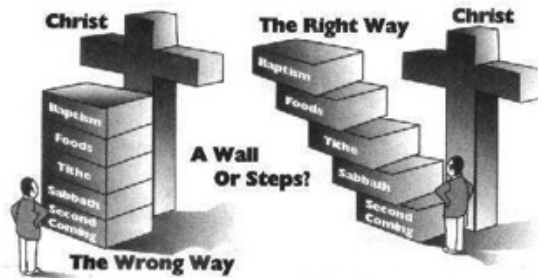
We will now examine a few more tips for success that will be helpful within the Bible study itself before we return to completing the study:

### *More Tips for Success:*

- *Be understanding.* When you know that the person's position is contrary to the Bible, you may say, "I understand how you feel." He/she may only have wanted to state an opinion, so you can forget the subject, build on his/her understanding, or ignore the error until the person is willing to change.
- *Listen.* Again, we emphasize: Don't always do the talking. Listen to hear needs, concerns, and understanding. Tailor your answer to the needs of your student(s).
- *Get a firm decision for Christ* before you introduce testing truths. This is a very basic principle of success. Jesus said, "I am the vine, ye are the branches. . . . Without me ye can do nothing" (John 15:5, KJV). Your learners have no desire or power to obey Jesus until they know Him and surrender their lives to Him as Saviour and Lord.
  - a) Notice the following illustration: When Jesus is Lord and Master of the life first, Jesus and the person can take every step of obedience together. Nothing is impossible. It is the right way. But, to introduce any truth that requires



obedience before surrender occurs only antagonizes a powerless person. Piling up truths without leading to Jesus first only builds an impossible wall. It should not be done. It is the wrong way.<sup>16</sup>



- b) With most study guides a lesson or two is devoted to leading the student in making a firm decision for Jesus as Savior and Lord first. Lesson 7 in the “Good News for Today” series is vital in doing this.
- *Know how to meet opposition.* If after the surrender is made, the person objects strongly to clearly revealed truth, you can say in love, “This is not *my* idea. This is Jesus, your Friend and Master, talking to you. You belong to Him. Ask Him what to do. I’m here to encourage you to do His will.”
  - a) This approach virtually eliminates arguments and debate. The truth is clear to the humble submissive learner. Read and use John 7:17.
  - b) The following counsel about the Sabbath could, no doubt, apply to any testing truth.
    - “You should not feel it your duty to introduce arguments upon the Sabbath question as you meet the people. If persons mention the subject, tell them that this is not your burden now. But when they surrender heart

and mind and will to God, they are then prepared candidly to weigh evidence in regard to these solemn, testing truths.”<sup>17</sup>

- *Be tactful and smooth.* Don’t be rude and make anyone angry. Don’t condemn your students. “Satan is constantly seeking to produce effects by rude and violent thrusts; but Jesus found access to minds by the pathway of their most familiar associations. He disturbed as little as possible their accustomed train of thought.”<sup>18</sup>
- *Don’t argue.* You may win the argument and lose the soul. When people become argumentative, don’t oppose them. Don’t get pushy. “Christ saves none against their choice.”<sup>19</sup> Accept people where they are. Work with the Holy Spirit in moving them from where they are to where He wants them to be.
- *Be intensely interested in the person.* Constantly pray for the love and tact of Jesus.
  - a) Study His methods in *The Desire of Ages*. (It is very exciting and instructive to read the book through looking for Jesus’ methods. When you find them, write “JM” in the margin so you can review them.)
  - b) Memorize the paragraph in *Steps to Christ* on page 12 that begins, “Jesus did not suppress one word of truth, but he uttered it always in love.”
  - c) “In every human being He discerned infinite possibilities.”<sup>20</sup> Think and say, “You are special. God has a special plan for your life.” Keep in mind that “He reached the hearts . . . by going . . . as one who desired their good.”<sup>21</sup>
- *Offer compliments* whenever possible and appropriate.

- *Agree on every point possible.*
- *Don't be embarrassed about questions you can not answer.* No one knows everything; and, besides, you aren't posing as an authority on the Bible. You might say, "I never thought of it that way before. I'll try to find the Bible answer and bring it to you next week." If you are certain there is no Bible answer, don't speculate. Only teach the Word. Refer to Deuteronomy 29:29.

### **Now we return to the steps for completing the study.**

- Finish the study guide questions and, as you do, *build interest in future lessons* by telling how various points will be expanded later.
- At the end of the lesson, *briefly review the key points.*
  - a) *Always ask for a decision* at every study session. Pray in your heart. Ask in a pleasant and positive way, expecting an affirmative answer. Then compliment your student/s for making this decision, and also say that you are making the same decision again today. This will give them support. Remember:
    - "The secret of our success and power as a people advocating advanced truth will be found in making direct, personal appeals to those who are interested, having unwavering reliance upon the Most High."<sup>22</sup>
    - "Many times minds are impressed with ten-fold more force by personal appeals than by any other kind of labor."<sup>23</sup>
  - b) Remember, in your appeals, to emphasize the blessings God longs to give and, as appropriate, humbly mention those that you have received.

- *Pray.* As soon as your student/s make a decision, say, “Let us close with prayer.” Thank God for His presence, the good work of the student/s and the decisions. Ask for His special blessings on them as they continue to study.
- *Mark “Excellent” or “100%”* on each of their lessons, after correcting them together. Say, “You did such a good job on these; I know you are going to thoroughly enjoy the next two.”
- *Hand out the next two study guides*, explaining them briefly. Comment, “These get better as we go along.”
- *Remind them of next week’s appointment* and state that you will be looking forward to it. (It is vital to have a study session every week.)
- *Lend a book/booklet*, if available and needed, to substantiate the subject/s just completed if they are that interested.
- *Test the degree of interest* (at first) by saying, “I hope we haven’t kept you too long and worn out our welcome.” Remember, the study should not take more than 40-60 minutes.
- *Leave immediately* after the study in order to help keep the truth fresh in the mind.
- *Pray for your students* every day and ask your local church and Sabbath School to do the same.

## *Gaining Decisions*

The ultimate goal for giving Bible studies is to bring people to Jesus and into church fellowship and then train and involve them in reaching out to others. Each study guide has a decision question and, as we have already urged, it is important to get a decision in each lesson. Here is a little extra help in obtaining the big decisions.

#### **4 Steps in Getting Decisions:**

1. The information must be clear; and their questions must be answered. Ask often, “Is it clear that \_\_\_\_\_?”
2. They must feel a conviction that it is right and is what God wants them to do.
3. They must have a desire to do it.
4. They must take action and do it.

After the subject has been studied, is clear, and there is evidence of conviction and a desire to decide, then after much prayer, use the following suggested approach for obtaining each of the three major decisions from those with whom you have been studying:

#### **Calling for a Decision to Accept Jesus as Savior and Lord:**

With the use of the study guide (#7 in “Good News for Today”) lead the students to see clearly:

1. Their totally lost condition.
2. They cannot save themselves.
3. Christ paid all that needs to be paid.
4. He purchased eternal life for them on the cross and offers to give it to them as a free gift.
5. There is nothing they can do to deserve it or earn it.
6. To obtain the gift, they must reach out and take it,
  - plead His forgiveness,
  - forsake sin, and
  - receive Jesus into their hearts as both Savior and Lord.

#### **If the student/s has never accepted Christ, then make a direct personal appeal:**

“As you have seen clearly the tremendous love of Jesus for you, what He has done for you, and that He offers

you the free gift of eternal life, I'm sure you would like to reach out and accept it. Isn't that right?

"Why don't we kneel in prayer and you tell God of your decision.

"Let's review what you would want to say and then you tell God in your own words. If you miss a major point I'll insert a word or two to remind you and then I will close. OK? *(If the person is too shy, he/she can repeat after you.)*

"Dear God,

- I am a sinner who is supposed to die.
- I thank you for sending Jesus,  
    who died for me,  
    purchased eternal life for me, and,  
    wants to give me the gift of eternal life.
- I want to reach out and accept the gift.
- I am sorry for my sins. Please forgive me of all my sins.
- I want to turn away from sin completely.
- I receive Jesus into my heart as Savior and I want to make Him Lord and Master of my life.
- Help me to live for Jesus until He comes."

Close with a prayer of thanksgiving. Welcome him/her to the family of God, give a copy of *Steps to Christ*, and urge the person/s to make the commitment daily in an established daily devotional life.

Note: Many people have considered themselves Christians for many years, but after they have studied the guide on salvation (Lesson 7 in "Good News for Today"), it is appropriate to invite them to re-commit their lives to Jesus as both Savior and Lord before the testing truths are studied. If this is the case, you should include yourself in the re-commitment.

## **Calling for a Decision to Keep the Sabbath:**

Base the appeal on love for Jesus, the Word of Jesus, and the blessings promised. Ask for a specific, definite action to be carried out without delay.

## **Expressing confidence, ask expectantly:**

“John, you have said that it is clear that Saturday is the Lord’s Day.

“You’ve given your heart to Jesus. I know you love Him more than anything, Isn’t that right?

“Because Jesus says [to you] in John 14:15 (NKJV): ‘If you love Me keep My commandments,’ I’m sure you want to keep all His commandments, including the Sabbath.

“As we have studied in Isaiah 58:13, 14 and elsewhere, He longs to bless you for doing it.

“Therefore, I’m sure you do not want to delay in doing it. David said in Psalms 119:59, 60 (KJV) [*read it*] ‘I thought on my ways...and delayed not to keep thy commandments.’

“So, because you love Jesus, He asked you to keep His Sabbath and receive His special blessing, why don’t you let me pick you up at 9:00 a.m. this Sabbath morning?”

Close with an earnest prayer of thanks and, possibly, ask him if he would like to thank God for helping him to decide.

## **Calling for a Decision to Be Baptized:**

Make a direct personal appeal.

- Ask, “Have you ever studied the topic of baptism by immersion before?”
- “Have you been baptized by immersion?”

If the answer is “No,” say,

- “I’m sure the example and desire of Jesus is clear, isn’t it? And you want to follow Him in this important matter. Isn’t that right?”
- “I’m so happy for your decision.”

- “We are planning a baptism on (date) and on (date). Which of those dates would be best for you?”

Close with a prayer of gratitude. Then make plans to stay close to your new family member and, if possible, train him/her to be a soul winner with you.

In summary, whenever it is evident that a person is ready to make a decision, encourage him/her to make the decision. If you need assistance, ask your pastor or a person experienced in visitation to assist you. If an evangelistic meeting will begin shortly or if the meetings are in progress, simply make a friendly visit and encourage the person to attend the meetings. The evangelist will call for decisions during the meetings.

God will richly bless you in giving Bible studies as you study, pray, work, persevere, and never give up.

## *DVD - How to Conduct a Bible Study*

**by Jerry Lutz**

**General Conference Ministerial Association**

Jerry Lutz describes step-by-step the basics on “How to Prepare for and Conduct a Bible Study” and become an effective Bible teacher. There are two parts to this DVD. In part one, discover how to research and write a Bible lesson from scratch and lead your Bible student to a decision on the topic you studied together. Then in part two, learn basic presentation techniques and have an opportunity to gain some valuable hands-on experience in actually leading someone in a Bible study that *you* prepared.

*To order, go to [www.ministerialassociation.com](http://www.ministerialassociation.com) or call 301-680-6508*



## Endnotes:

- <sup>1</sup> *Testimonies*, vol. 5, p. 388.
- <sup>2</sup> *Testimonies*, vol. 9, p. 150.
- <sup>3</sup> *Testimonies*, vol. 9, p. 126.
- <sup>4</sup> See *The Desire of Ages*, p. 578.
- <sup>5</sup> *Welfare Ministry*, p. 101.
- <sup>6</sup> *Testimonies*, vol. 7, p. 30.
- <sup>7</sup> *The Desire of Ages*, p. 151.
- <sup>8</sup> *Review and Herald*, March 13, 1888.
- <sup>9</sup> See *The Desire of Ages*, p. 275.
- <sup>10</sup> *Welfare Ministry*, p. 101;
- <sup>11</sup> *Christ's Object Lessons*, p. 197.
- <sup>12</sup> *Gospel Workers*, p. 19.
- <sup>13</sup> *Ibid*, p. 193; italics supplied.
- <sup>14</sup> *Testimonies*, vol. 3, p. 477.
- <sup>15</sup> *Testimonies*, vol. 2, p. 615; italics supplied.
- <sup>16</sup> Illustration from Calvin Smith, *Giving Bible Studies*, (Silver Spring, MD:General Conference Church Ministries Department, 1994), p. 26.
- <sup>17</sup> *Evangelism*, p. 228.
- <sup>18</sup> *Ibid.*, p. 140.
- <sup>19</sup> *Testimonies*, vol. 3, p. 457.
- <sup>20</sup> *Education*, p. 80; italics supplied.
- <sup>21</sup> *The Desire of Ages*, p. 151.
- <sup>22</sup> *Review and Herald*, August 30, 1892.
- <sup>23</sup> *Evangelism*, p. 463.

# APPENDIX A

*Secret Bible Concordance: The Key to Successful Bible Studies,*  
General Conference Sabbath School & Personal Ministries Department

## SECRET BIBLE CONCORDANCE The Key to Successful Bible Studies

| SUBJECT                       | CODE | FIRST TEXT        |
|-------------------------------|------|-------------------|
| 1. The Book I Can Trust       | BT   | Jn. 17:17         |
| 2. God's Letter to Me         | GL   | Ps. 119:105       |
| 3. The Origin of Evil         | OE   | 1 Jn. 3:8         |
| 4. The Man Who Was God        | MG   | 1 Tim. 3:16       |
| 5. The Next World Empire      | WE   | Is. 46:9, 10      |
| 6. Jesus Is Coming for Me     | JCM  | Tit. 2:13         |
| 7. Jesus Is Coming Soon       | JCS  | Mt. 24:3          |
| 8. Twelve Great Coming Events | CE   | 1 Thes. 4:16      |
| 9. Heaven Is a Real Place     | HR   | Mt. 5:5           |
| 10. Jesus My Savior           | MS   | 1 Jn. 4:8         |
| 11. Steps to Salvation        | STS  | Rom. 3:20         |
| 12. How to Overcome Sin       | OS   | Eph. 5:27         |
| 13. God's Holy Law            | HL   | Rom. 7:12         |
| 14. The Lord's Day            | LD   | Rev. 1:10         |
| 15. New Testament Sabbath     | NTS  | Ex. 20:8-11       |
| 16. Giving God His Day        | GD   | Is. 58:13         |
| 17. Promises I Can Claim      | PC   | Is. 56:1, 2, 4, 5 |
| 18. I Can Talk With God       | TG   | Lk. 11:1          |
| 19. The Gift of Immortality   | GI   | Gen. 2:17         |
| 20. Heavenly Helpers          | HH   | Mt. 28:19         |
| 21. Jesus My Attorney         | MA   | Heb. 9:22         |
| 22. Baptism and Communion     | BC   | Mt. 28:19, 20     |
| 23. Hour of God's Judgment    | HGJ  | Rev. 14:7         |
| 24. Victory in the Judgment   | VJ   | Acts 17:31        |
| 25. Caring for God's Property | GP   | Ps. 24:1          |
| 26. Home Can Be Happy         | HCH  | Gen. 2:18-22      |
| 27. Caring for God's Temple   | GT   | 1 Cor. 6:19, 20   |
| 28. God's Guiding Gift        | GG   | Rev. 12:17        |
| 29. Christian Standards       | CS   | 1 Cor. 6:19, 20   |
| 30. Saved to Serve            | SS   | Mk. 16:15         |
| 31. Joining God's Family      | JF   | Jn. 10:27         |
| 32. God's True Church         | TC   | Jer. 6:2          |
| 33. Following Jesus Forever   | FJ   | Phil. 2:5-8       |

## 1. THE BOOK I CAN TRUST

(BT) - Jn. 17:17  
1 BT  
Ps. 33:6, 9  
2 BT  
2 Pet. 1:19-21  
3 BT  
Num. 12:6  
4 BT  
Rev. 1:1-3  
5 BT  
Is. 46:9, 10  
6 BT  
Mt. 11:25  
7 BT  
2 Tim. 3:16  
8 BT  
Rom. 10:17  
9 BT  
Is. 40:8  
10 BT  
1 Thes. 2:13

## 2. GOD'S LETTER TO ME

(GL) - Ps. 119:105  
1 GL  
2 Pet. 1:19  
2 GL  
Rom. 15:4  
3 GL  
Jn. 20:31  
4 GL  
2 Tim. 2:15  
5 GL  
1 Cor. 2:13  
6 GL  
Jn. 16:13  
7 GL  
2 Pet. 1:4  
8 GL  
Mt. 4:4  
9 GL  
Mt. 22:29  
10 GL  
Acts 17:10, 11  
11 GL  
Jn. 7:17

## 3. THE ORIGIN OF EVIL

(OE) - 1 Jn. 3:8  
1 OE  
Jn. 8:44  
2 OE  
Ez. 28:14, 15  
3 OE  
Is. 14:12-14  
4 OE  
Rev. 12:7-9  
5 OE  
Gen. 2:16, 17  
6 OE  
1 Pet. 5:8  
7 OE  
Rom. 8:28  
8 OE  
1 Jn. 4:8  
9 OE  
Rom. 5:7, 8  
10 OE  
Jer. 31:3  
11 OE

## 4. THE MAN WHO WAS

GOD (MG) - 1 Tim. 3:16  
1 MG  
Jn. 1:1-3, 14  
2 MG  
1 Pet. 1:20  
3 MG  
Jn. 1:45  
4 MG  
Jn. 10:30  
5 MG  
Mt. 16:16  
6 MG  
Heb. 4:15  
7 MG  
Jn. 11:25, 43, 44  
8 MG  
1 Pet. 3:22  
9 MG

## 5. THE NEXT WORLD EMPIRE

(WE) - Is. 46:9, 10 (Read Daniel 2)  
1 WE  
Dan. 2:19  
2 WE  
Dan. 2:26-28  
3 WE  
Dan. 2:31-35  
4 WE  
Dan. 2:36-44; 37, 38;  
39; 39; 40; 41, 42  
5 WE  
Dan. 2:43  
6 WE  
Dan. 2:44, 45  
7 WE  
Mt. 25:31  
8 WE  
Jn. 3:16

## 6. JESUS IS COMING FOR ME

(JCM) - Tit. 2:13  
1 JCM  
Jn. 14:1-3  
2 JCM  
Acts 1:9  
3 JCM  
Acts 1:10, 11  
4 JCM  
Rev. 1:7  
5 JCM  
Mt. 24:23-27  
6 JCM  
Jn. 11:25  
7 JCM  
1 Cor. 15:51-54  
8 JCM  
Rev. 6:14-17  
9 JCM  
Is. 25:9  
10 JCM  
Lk. 21:34-36

|   |  |  |  |   |
|---|--|--|--|---|
| 7. JESUS IS COMING SOON<br>(JCS) - Mt. 24:3<br>1 JCS<br>Mt. 24:6, 7<br>2 JCS<br>Mt. 24:29<br>3 JCS<br>2 Tim. 3:1-5<br>4 JCS<br>Dan. 12:4<br>5 JCS<br>Lk. 21:25-28<br>6 JCS<br>Mt. 24:14<br>7 JCS<br>Mt. 24:32-34<br>8 JCS<br>Mt. 24:35<br>9 JCS<br>Mt. 24:36<br>10 JCS<br>Mt. 24:44<br>11 JCS<br>Acts 16:31 | 8. TWELVE GREAT COMING<br>EVENTS (CE) - 1 Thes. 4:16<br>1 CE<br>1 Thess. 4:16<br>2 CE<br>1 Thes. 4:17<br>3 CE<br>Rev. 6:15-17<br>4 CE<br>2 Thes. 1:7<br>5 CE<br>Rev. 20:1-3<br>6 CE<br>Jer. 4:23-26<br>7 CE<br>Rev. 20:4<br>8 CE<br>Rev. 21:10<br>9 CE<br>Rev. 20:5<br>10 CE<br>Rev. 20:9, 14, 15<br>11 CE<br>Mal. 4:1-3<br>12 CE<br>Rev. 21:1-7 | 9. HEAVEN IS A REAL<br>PLACE (HR) - Mt. 5:5<br>1 HR<br>Rev. 21:1-3<br>2 HR<br>Rev. 21:10-23<br>3 HR<br>Rev. 21:4<br>4 HR<br>1 Jn. 3:2<br>5 HR<br>Is. 65:21, 22<br>6 HR<br>1 Cor. 13:12<br>7 HR<br>Is. 11:6-9<br>8 HR<br>Is. 66:22, 23<br>9 HR<br>1 Cor. 2:9<br>10 HR<br>Rev. 21:27 | 10. JESUS MY SAVIOR<br>(MS) - 1 Jn. 4:8<br>1 MS<br>Gen. 2:15-17<br>2 MS<br>1 Jn. 3:4<br>3 MS<br>Is. 59:2<br>4 MS<br>Rom. 6:23<br>5 MS<br>Rom. 5:12<br>6 MS<br>Jer. 13:23<br>7 MS<br>Rom. 7:24, 25<br>8 MS<br>Acts 4:12<br>9 MS<br>Rom. 6:23<br>10 MS<br>Mk. 15:15-20<br>11 MS<br>Is. 53:4-6<br>12 MS<br>Mt. 27:45-50 | 11. STEPS TO<br>SALVATION<br>(STS) - Rom. 3:20<br>1 STS<br>Rom. 7:13<br>2 STS<br>1 Jn. 1:7<br>3 STS<br>Eph. 2:8, 9<br>4 STS<br>Acts 16:31<br>5 STS<br>Acts 2:37, 38<br>6 STS<br>Prov. 28:13<br>7 STS<br>1 Jn. 1:9<br>8 STS<br>Ezek. 36:26, 27<br>9 STS<br>Jn. 1:12, 13<br>10 STS<br>Gal. 2:20<br>11 STS<br>Jn. 17:3<br>12 STS |
| 12. HOW TO OVERCOME<br>SIN (OS) - Eph. 5:27<br>1 OS<br>Jer. 13:23<br>2 OS<br>Phil. 4:13<br>3 OS<br>1 Cor. 15:57<br>4 OS<br>Jas. 4:7<br>5 OS<br>Jn. 17:3<br>6 OS<br>Lk. 10:38-42<br>7 OS<br>Mt. 4:4, 7, 10, 11;<br>8 OS<br>Mt. 26:41<br>9 OS<br>Rev. 12:11   | 13. GOD'S HOLY LAW<br>(HL) - Rom. 7:12<br>1 HL<br>Ps. 19:7<br>2 HL<br>Rom. 3:20<br>3 HL<br>Rom. 7:7<br>4 HL<br>Eccl. 12:13, 14<br>5 HL<br>Mt. 5:17-19<br>6 HL<br>Rom. 3:31<br>7 HL<br>Jn. 14:15, 21<br>8 HL<br>Rom. 8:3, 4<br>9 HL<br>Ps. 40:8<br>10 HL<br>Mt. 7:21<br>11 HL<br>Jn. 15:10, 11  | 14. THE LORD'S DAY<br>(LD) - Rev. 1:10<br>1 LD<br>Mt. 12:8<br>2 LD<br>Ex. 20:10<br>3 LD<br>Lk. 23:46, 50, 52-56<br>4 LD<br>Gen. 1:31-2:3<br>5 LD<br>Mk. 2:27<br>6 LD<br>Jn. 1:1-3, 14<br>7 LD<br>Lk. 4:16<br>8 LD<br>Mt. 24:20<br>9 LD<br>Is. 66:22, 23<br>10 LD<br>Ezek. 20:20    | 15. NEW TESTAMENT<br>SABBATH (NTS) - Ex. 20:8-11<br>1 NTS<br>Lk. 4:16<br>2 NTS<br>Jn. 10:27<br>3 NTS<br>Lk. 23:56<br>4 NTS<br>Acts 13:14, 42, 44<br>5 NTS<br>Mt. 28:1<br>6 NTS<br>Dan. 7:25<br>7 NTS<br>Mt. 15:3, 9<br>8 NTS<br>Acts 5:29  |   |
| 16. GIVING GOD HIS DAY<br>(GD) - Is. 58:13<br>1 GD<br>Ex. 20:8<br>2 GD<br>Ex. 20:9, 10<br>3 GD<br>Lk. 23:54<br>4 GD<br>Lev. 23:32<br>5 GD<br>Lk. 4:16<br>6 GD<br>Is. 58:13<br>7 GD<br>Mt. 12:10-13<br>8 GD<br>Is. 56:1, 2   | 17. PROMISES I CAN CLAIM<br>(PC) - Is. 56:1, 2, 4, 5<br>1 PC<br>Is. 58:13, 14<br>2 PC<br>Jn. 6:37<br>3 PC<br>Ezek. 36:27<br>4 PC<br>Ps. 55:22<br>5 PC<br>Mt. 6:30-33<br>6 PC<br>Ps. 46:1<br>7 PC<br>Jer. 32:17<br>8 PC<br>Ps. 34:8-10<br>9 PC<br>Rev. 3:10, 21   |  |  |   |

|  |   |  |   |
|--|---|--|---|
| 18. I CAN TALK WITH<br>GOD (TG) - Lk. 11:1<br>1 TG<br>Lk. 11:2<br>2 TG<br>Jn. 14:14<br>3 TG<br>Phil. 4:6<br>4 TG<br>Jer. 29:12, 13<br>5 TG<br>Mt. 7:7, 8, 11<br>6 TG<br>Mk. 11:24<br>7 TG<br>Jas. 1:6, 7<br>8 TG<br>Ps. 66:18<br>9 TG<br>Prov. 28:9<br>10 TG<br>1 Jn. 3:22<br>11 TG<br>Eph. 6:18             | 19. THE GIFT OF IMMORTALITY<br>(GI) - Gen. 2:17<br>1 GI<br>Gen. 3:4<br>2 GI<br>Gen. 2:7<br>3 GI<br>Ps. 146:4<br>4 GI<br>Eccl. 3:19, 20<br>5 GI<br>Ps. 115:17<br>6 GI<br>Eccl. 9:5, 6, 10<br>7 GI<br>Jn. 11:11-14<br>8 GI<br>1 Thes. 4:16, 17<br>9 GI<br>1 Cor. 15:51-54<br>10 GI<br>2 Tim. 4:8        | 20. HEAVENLY HELPERS<br>(HH) - Mt. 28:19<br>1 HH<br>Gen. 1:1, 2<br>2 HH<br>Jn. 3:5<br>3 HH<br>Jn. 14:26<br>4 HH<br>1 Cor. 12:7-10, 28<br>5 HH<br>Lk. 11:9-13<br>6 HH<br>Acts 5:32<br>7 HH<br>Ps. 8:4, 5<br>8 HH<br>Heb. 12:22<br>9 HH<br>Ps. 34:7<br>10 HH<br>Mt. 16:27              | 21. JESUS MY ATTORNEY<br>(MA) - Heb. 9:22<br>1 MA<br>Heb. 9:11, 12<br>2 MA<br>Heb. 10:10-14, 18<br>3 MA<br>Heb. 9:12<br>4 MA<br>Heb. 9:24<br>5 MA<br>1 Tim. 2:5<br>6 MA<br>Heb. 7:26, 27<br>7 MA<br>Heb. 2:17, 18<br>8 MA<br>1 Jn. 2:1<br>9 MA<br>Heb. 7:25<br>10 MA  |
| 22. BAPTISM AND COMMUNION<br>(BC) - Mt. 28:19, 20<br>1 BC<br>Mk. 16:16<br>2 BC<br>Rom. 6:3-6<br>3 BC<br>Mt. 3:13-16<br>4 BC<br>Acts 8:35-39<br>5 BC<br>Eph. 4:5<br>6 BC<br>Mk. 16:15, 16<br>7 BC<br>Jn. 3:5<br>8 BC<br>Gal. 3:27<br>9 BC<br>Acts 22:16<br>10 BC<br>Jn. 13:4-17<br>11 BC<br>Jn. 13:14, 15, 17 | 23. HOUR OF GOD'S<br>JUDGMENT (HGJ) - Rev. 14:7<br>1 HGJ<br>Dan. 8:14<br>2 HGJ<br>Dan. 7:9, 10, 13<br>3 HGJ<br>Dan. 9:3, 21-23<br>4 HGJ<br>Dan. 9:24<br>5 HGJ<br>Dan. 9:25<br>6 HGJ<br>Dan. 9:25<br>7 HGJ<br>Mk. 1:10, 14, 15<br>8 HGJ<br>Dan. 9:27<br>9 HGJ<br>Dan. 8:14<br>10 HGJ<br>Acts 17:30, 31 | 24. VICTORY IN THE<br>JUDGMENT (VJ) - Acts 17:31<br>1 VJ<br>Rev. 14:6, 7<br>2 VJ<br>1 Pet. 4:17<br>3 VJ<br>2 Cor. 5:10<br>4 VJ<br>Dan. 7:9, 10, 13<br>5 VJ<br>Mt. 12:36<br>6 VJ<br>Jas. 2:10-12<br>7 VJ<br>Dan. 12:1<br>8 VJ<br>Acts 3:19<br>9 VJ<br>Rev. 22:11<br>10 VJ<br>Is. 1:18 | 25. CARING FOR GOD'S<br>PROPERTY (GP) - Ps. 24:1<br>1 GP<br>Ps. 50:10, 11<br>2 GP<br>1 Cor. 6:19, 20<br>3 GP<br>Deut. 8:18<br>4 GP<br>Lev. 27:30<br>5 GP<br>Num. 18:20, 21<br>6 GP<br>Mt. 23:23<br>7 GP<br>Mal. 3:8, 9<br>8 GP<br>Mal. 3:10, 11<br>9 GP<br>Deut. 16:17<br>10 GP<br>Lk. 6:38<br>11 GP<br>Mt. 6:19-21 |

# 26. HOME CAN BE HAPPY

(HCH) - Gen. 2:20, 18, 21, 22

1 HCH

Mt. 19:6

2 HCH

Ex. 20:17, 14

3 HCH

Ps. 127:1

4 HCH

2 Cor. 6:14-16

5 HCH

Tit. 2:4, 5

6 HCH

Eph. 5:25-33

7 HCH

Ps. 127:3

8 HCH

Deut. 6:7

9 HCH

Prov. 22:6

10 HCH

Gen. 12:8

11 HCH

Ex. 20:12

# 27. CARING FOR GOD'S

TEMPLE (GT) - 1 Cor. 6:19,

20

1 GT

Jn. 10:10

2 GT

Rom. 12:1

3 GT

1 Cor. 3:16, 17

4 GT

Gen. 1:29

5 GT

Gen. 7:1, 2

6 GT

Deut. 14:2-20

7 GT

Is. 66:15-17

8 GT

1 Cor. 6:9, 10

9 GT

Ex. 20:13

10 GT

1 Jn. 3:1-3

11 GT

Rom. 8:12, 13

# 28. GOD'S GUIDING

GIFT (GG) - Rev. 12:17

1 GG

Rev. 19:10

2 GG

Amos 3:7

3 GG

Eph. 4:8, 11-15

4 GG

Joel 2:28, 29, 31

5 GG

Mt. 24:24

6 GG

Is. 8:20

7 GG

Jer. 28:9

8 GG

Mt. 7:20

9 GG

1 Jn. 4:2

10. GG 2 Chron. 20:20

# 29. CHRISTIAN STANDARDS

(CS) - 1 Cor. 6:19, 20

1 CS

Rom. 12:1

2 CS

Ps. 84:11

3 CS

1 Jn. 2:6

4 CS

2 Tim. 3:1-4

5 CS

Phil. 4:8

6 CS

Ps. 92:1-3

7 CS

1 Tim. 2:9, 10

8 CS

1 Pet. 3:3, 4

9 CS

Jn. 10:10

10 CS

1 Cor. 10:31

11 CS

Phil. 4:13

# 30. SAVED TO SERVE

(SS) - Mk. 16:15

1 SS

Mt. 28:19, 20

2 SS

Mt. 24:14

3 SS

Mt. 5:13-16

4 SS

2 Cor. 5:14

5 SS

Mt. 28:18, 20

6 SS

Acts 1:8

7 SS

Is. 6:1, 5-9

8 SS

Acts 20:20

9 SS

Gal. 6:9

10 SS

Mt. 4:19

11 SS

Jn. 15:2

12 SS

Jn. 15:8, 11

13 SS

Dan. 12:3

# 31. JOINING GOD'S

FAMILY (JF) - Jn. 10:27

1 JF

1 Cor. 12:12, 13, 27

2 JF

1 Tim. 3:14, 15

3 JF

1 Cor. 3:11

4 JF

Eph. 5:25-27

5 JF

Gal. 3:27, 28

6 JF

1 Cor. 1:10

7 JF

Heb. 10:25

8 JF

Ps. 100

9 JF

Lev. 19:30

10 JF 1

1 Cor. 14:33, 40

11 JF

Ex. 18:21, 22

12 JF

Mt. 28:19, 20

13 JF

1 Pet. 2:9

# 32. GOD'S TRUE

CHURCH (TC) - Jer. 6:2

1 TC

Is. 51:16

2 TC

Rev. 12:17

3 TC

Rev. 12:17

4 TC

Rev. 19:10

5 TC

Mt. 15:3, 6, 9

6 TC

Eph. 2:18-20

7 TC

Rev. 14:6-12

8 TC

Rev. 14:12-14

9 TC

Eph. 4:5

10 TC

Rev. 18:1-4

# 33. FOLLOWING JESUS

FOREVER (FJ) - Phil. 2:5-8

1 FJ

Acts. 16:30, 31

2 FJ

Mt. 5:6

3 FJ

Mt. 13:44-46

4 FJ

Mt. 10:36-38

5 FJ

Lk. 9:23

6 FJ

Jn. 12:42, 43

7 FJ

Mt. 19:21, 22

8 FJ

1 Jn. 1:6, 7

9 FJ

Mt. 19:27-29

## APPENDIX B

### THE COMMUNITY SURVEY QUESTIONNAIRE

#### ***A. Concerning God and the Bible:***

In your opinion, is there a God?    No ( )    No Opinion ( )    Yes ( )

Is there life after death?            No ( )    No Opinion ( )    Yes ( )

Is Christ coming again?            No ( )    No Opinion ( )    Yes ( )

Who is Jesus according to your understanding?

( ) Son of God

( ) Prophet

( ) Savior of humankind

( ) Not sure

( ) Creator

Do you feel that you understand the Bible?

( ) Well            ( ) Partly            ( ) Not at all

#### ***B. Concerning religious involvement:***

What church, if any, did your parents attend?

Do your family members share the same beliefs?

How often do you attend church?

( ) Weekly    ( ) Monthly    ( ) Seldom    ( ) Never

#### ***C. Concerning your opinion:***

How does one become a Christian?

#### ***D. Concerning Bible Study:***

If you had the opportunity, would you like to study the Bible more?

Name \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

*(Note: As you conduct the survey, move rather quickly at first, until the person is relaxed and has answered about four questions. Then slow down a bit. Watch the respondent's eyes. Show love and intense interest in the person. If he or she hesitates, say, "Perhaps you have a question on that?" and move on. This helps people to sense their need. Never argue.)*



God has given us the privilege and joy of sharing His love and message for today through Bible studies. There is no better way to grow strong in the Word than to help others discover a relationship with Jesus through biblical truth. This book walks you through all steps of giving a Bible study from beginning to end.

You'll learn about:

- Five types of Bible studies
- What to do when you arrive
- How to present the Bible study
- Calling for decisions
- And more!

For lots more Personal Ministries resources visit [www.sabbathschoolpersonalministries.org](http://www.sabbathschoolpersonalministries.org). This website has an extensive library of downloadable articles and activities to enhance the preparation of Personal Ministries leaders.

---

## PERSONAL MINISTRIES LEAFLETS

- How to Run a Church-Based Bible School
- The Missionary Program for the Local Church
- Motivating Members to Witness
- Giving Personal Bible Studies
- Small Group Ministry
- Personal Witnessing
- Methods of Door-to-Door Visitation
- Gaining Decisions for Christ and His Truth
- The Work of the Personal Ministries Leader
- Reaching People Where They Are
- Health Evangelism
- Reclaiming the Missing
- Sermon Preparation
- Public Evangelism
- Principles of Church Growth
- Adventist Community Services
- Prison Ministries

**AdventSource**

ISBN: 978-1-57756-582-6



9 781577 565826