

BOOK

2



SPIRITUAL  
DISCIPLINES



BOOK 2: SPIRITUAL DISCIPLINES (Elevate Edition)  
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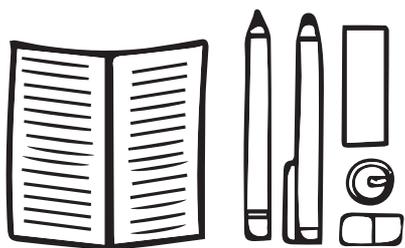
BOOK 2: SPIRITUAL DISCIPLINES  
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# Introduction

## Before you begin...

We would like to let you know that we are excited for what's in store for you as you step into the greatest adventure of your life—following Jesus Christ! What you will find in this study is a simple guide that will help you deepen your relationship with Jesus.

You will learn about spiritual habits that, when practiced diligently through God's enablement, will help you know Jesus more. You will also discover opportunities to obey His will for your life. A life lived for God is the greatest adventure of all! So welcome to the next step of your journey with our Lord and Savior, Jesus Christ.

# How to Use This Workbook

This workbook is the Elevate Edition of the GLC Essentials Book 2: Spiritual Disciplines study. It can be used as a stand-alone Bible study guide for one-on-one settings or for small groups—whether with students in your campus or friends outside the university.

If you are a small group servant/facilitator, all you have to do is make sure that you do a personal Bible study using this workbook ahead of your small group meeting for preparation. Encourage your group members to have their own workbooks. Do not divert from the teaching topic—stick to what is in the workbook.

The workbook includes the Bible lesson, and individual and small group learning activities to help you get the most out of each session. There are five parts in every session: Explore, Examine, Express, Experience, and Equip.



## Explore

This contains individual and small group activities that will help prepare you for the Bible study.



## Examine

this is where you go through the Bible lesson.



## Express

This is where the members of the group get a chance to express more of their insights, questions, and thoughts about the Bible lesson.

## Experience

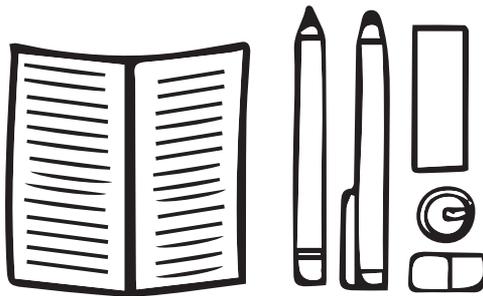
This section is accomplished outside the group meeting time. There are suggested individual or group activities (called, “Life Apps”) that will hopefully help you experience life transformation as you apply God’s truth in practical ways.

## Equip

This is the “on-the-job” training for the one going through this booklet to become a discipler (someone who is a Christ-committed follower and helps others become Christ-committed followers also).

This workbook is just a tool. We need to depend on the Holy Spirit to teach us God’s truth and transform our hearts as we go through the Bible studies.

So, come and discover the One who will change your life!





## SESSION 1

# ONE CONNECTION Prayer

Meeting someone who holds a high position, like the country's President for instance, can be a great privilege. However, the fact of the matter is that only a few ever really get the opportunity to converse with someone who holds great power and influence.

Amazingly, we all have the opportunity to speak to Someone who has an even more important position—that Someone is no other than the Lord and Creator of the whole universe! Wherever we are, we have a direct hotline to Him through prayer. Yet many of us never benefit from this great opportunity because we neglect to pray.

This book's first section will help us learn more about prayer.



## Explore

Pair up and share your top three prayer concerns.

As the sharer, limit your prayer items to those which directly affect and concern you—not the confidential concerns of other people. The third prayer item could be a concern for another person, perhaps a family member's issue that is non-confidential in nature.

Afterwards, take turns in praying for each other from the heart.

### LEARNING NUGGET

Prayer is an integral part of the Christian life and an important component of small group discipleship. A simple guideline that we have when praying with others is to be careful when we share concerns of other people as prayer items.



## Examine

**Let's see how Jesus taught His disciples to pray.**

*Read Matthew 6:5–8*

1. How are we *not* to pray? What attitude must we have instead?

*Read Matthew 6:9–10*

2. Who is the central focus of the prayer that Jesus modelled?  
Enumerate at least two characters of God that we should have in mind when we pray.

Read Matthew 6:11–13

3. Based on the second half of the prayer, what are we to ask God for? What character of God can you hold on to when you ask for these?

Read Matthew 6:14

4. What role does forgiveness play in prayer? If there is a sin in your life or if your heart is not right with the Lord, what should you do?

### Aspects of the Lord's Prayer

From this passage we can see that there are at least five aspects of prayer implied:

1. **Praise and worship:** *acknowledging God as both Lord and Father (verse 9)*
2. **Intercession:** *praying for God's will and work to be accomplished not only in our own lives but in the lives of others (verse 10)*
3. **Supplication:** *praying for our own needs (verse 11)*
4. **Confession:** *acknowledging our need for His forgiveness and grace to purify our hearts (verse 12)*
5. **Seeking guidance:** *asking God to help us be consistent in following His will and walking in His way. (verse 13)*

5. **Seeking guidance:** asking God to help us be consistent in following His will and walking in His way (verse 13)

VERSE	COMMAND TO OBEY	PROMISE
John 15:7		
1 John 5:14–15		
Philippians 4:6–7		

*For additional study, see John 14:13, Luke 11:9–10, James 5:16.*

*Read 1 Timothy 2:5*

6. In your experience, have there been other mediators that you prayed to before? Now that you have learned about who our only mediator is, what practice do you need to stop or start doing in your prayer life?



## Express

When you pray, what do you spend most of your time talking about? How does your normal prayer content compare to the pattern Jesus gave us?



## Experience

Take some time to plan your prayer time. Begin a “Prayer Notebook”.

Write down your specific requests, then note **how** and **when** God answers that prayer. The Prayer Notebook can be organized as follows:

DATE	REQUEST	DATE ANSWERED	ANSWER



## Equip

### **On-the-Job Training (15 minutes)**

Set your first meeting within the next 48 hours among those whom you have already shared the Gospel to. Emphasize the Gospel to them using the *Book 1: One by One Elevate Edition* lessons.



## SESSION 2

# ONE BASIS The Bible

When we receive Christ into our lives, we enter a personal relationship with Him. In any growing relationship, there must be two-way communication. Last session was about how we are able to build a relationship with Him through prayer. In this session, we will learn about how God speaks to us through His Word—the Bible. This book is our highest and final authority in all things; it is to be obeyed above all human traditions and rules. As followers of Jesus, obedience to His Words causes us to grow in Christ-likeness.



## Explore

Go through this activity individually. You have five (5) minutes to complete this challenge.

1. Get a pen and paper.
2. Write your name on top of the paper.
3. Write the numbers one to five (1 to 5), one on each line.
4. Put an “X” in the second and fourth circles next to item number one (1).
5. On the back of the paper multiply seven by nine (7 x 9).
6. Draw a circle around item number four (4).
7. Count the number of words in this sentence and write the answer beside item number two (2) on your paper.
8. Write today’s date beside item number five (5) on your paper.
9. Stand up and say ‘I HAVE FINISHED FIRST’ if you were first, else say ‘I HAVE FINISHED’ out loud, then sit down.
10. Now that you have read all of the instructions, do only the first two and skip the rest.

If you have followed the instructions correctly, you should only have your name on the paper!

### LEARNING NUGGET

We need a trusting heart to be able to follow instructions faithfully. We need to have faith that whoever is giving the instructions is trustworthy and knows what he or she wants us to accomplish in the end. If we do not trust the Instructor, we will probably not follow the instructions faithfully either.

The Bible is our highest and final authority in all things; it is to be obeyed above all human traditions and rules. As followers of Jesus, obedience to His Words causes us to grow in Christ-likeness.



## **IS THE BIBLE REALLY GOD'S WORD?**

For Christians, the Bible is our primary source for knowing God and His ways. It is a living book through which God Himself speaks to us for instruction, inspiration and direction.

However, how certain are we that it is really God's Word? Can it be relied upon? Consider the following facts:

The Bible is unique in human literature. It was written by over 40 authors, in three languages, on three continents, for over a period of 1500 years, yet it is without contradiction or error. Imagine reading three newspapers today that describe the same event yesterday—they almost certainly would not agree, even on important details. So the unity of the Bible is amazing!

The Bible chronicles around 2000 prophecies that have already come to pass, many of them in ways that are beyond human control. For instance, Psalm 22 predicts the manner of Jesus' death on a cross with precision. Yet it was written by King David hundreds of years before the Romans invented the use of a cross for capital punishment!

The ancient manuscripts attest to the Bible's accuracy. The more numerous the copies and the closer they are to the original writing, the greater certainty we have of the accuracy of a material. There are thousands of ancient manuscripts and fragments of the Bible, some from within a hundred years of its writing. By contrast, the earliest manuscripts of ancient classics like Aristotle or Caesar date from more than a thousand years after their writing, and are attested to by less than fifty manuscripts. No ancient document comes close to the Bible in manuscript evidence.

The Bible has survived repeated attempts to stamp it out of existence. In AD 303, the Roman emperor Diocletian decreed that all Bibles should be burned. Less than a generation later, however, Christianity was accepted as the true religion of Rome! Voltaire was quoted as having predicted that the Bible would be relegated to the junk heap of history within 100 years of his death. Ironically, Bibles were being printed on a printing press in Voltaire's own home fifty years later. More than two hundred years after Jesus' death, the demand for the Bible shows no evidence of lessening.

All these facts show us that, yes, the Bible is the unique, reliable, accurate Word of God.



## HOW DO I LEARN FROM GOD'S WORD?

### I. Through regular Bible Reading

*Read Deuteronomy 17:18, 19*

4. Why do you think were the kings instructed to write the whole Law (the Bible) down by hand? Why is regular reading of the Bible important to our lives?

### II. Through personal Bible Study

*Read Ezra 7:9b, 10*

5. Enumerate the commitments that Ezra had set his heart to do. What blessing did Ezra receive because of his personal commitment?



# Experience

## 1. THE OBEDIENCE-BASED BIBLE STUDY (OBBS)

The Obedience-Based Bible Study (OBBS) is a simple and easily reproducible process of not just studying but also applying God's Word.

Let's study **MATTHEW 7:24-27** today so you can personally experience how OBBS is done.

- a. Turn to the table on the next page. It has three sections namely "God's Word", "My Word", and "I will...".
- b. Begin by writing Matthew 7:24-27 word for word in the "God's Words" (left) section of your paper. It takes time but it will help you look carefully at the passage.
- c. Write down Matthew 7:24-27 in the "My Words" (middle) section using your own words. Pretend you are retelling the passage to a friend and make sure that you cover everything as told in the Bible. This helps you see if you truly understand what it means.
- d. Share your paraphrased version to the group. After everyone has shared, you may discuss the following questions amongst yourselves to have a deeper understanding of Matthew 7:24-27
  - Was there anything in this passage that captured your attention?
  - What did you like about this passage?
  - Was there anything that bothered you? Why?
  - What does this passage tell us about God?
  - What does this passage tell us about Man?
  - What does this passage tell us about living to please God?
- e. After the group discussion, write down in the "I Will" (right) section what you will do as a result of what you have learned.

This is the most important part of OBBS! This should always be written in the form, "I will \_\_\_\_\_." That makes it a commitment between you and God, to obey what you have learned. Then, commit to the Lord that you will indeed do it, and ask Him for the power and strength through the Holy Spirit.

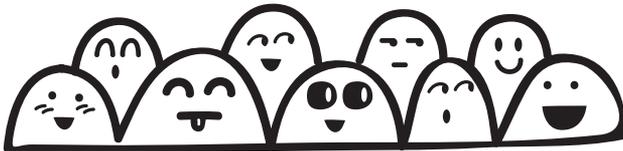




# Equip

## **On-the-Job Training (30 minutes)**

Your Dgroup leader will coach you how to enhance your facilitation skills by teaching you how to prepare for your every meeting. See *Appendix B*.





## SESSION 3

# ONE FAMILY The Church

Many people have been raised in the practice of attending church regularly. Most of our beliefs and expectations regarding the church are based on what we grew up with. Whether you were raised in a religious family or had few experiences with church life, you probably have some idea of what a “church” should be. Most of our beliefs and expectations regarding the church are based on what we grew up with.

Yet the church, as the Bible describes it, is very different from that which many of us are familiar with. How is the church described in the Bible, and how should we, as believers in Christ, relate to the church?



## Explore

Do this activity by pairs. One will accomplish the task while the other will act as timer.

### **Part 1:**

The person assigned to do the task will turn the page from the front cover page to the end while using only one hand. The timer will take note of how fast the task is accomplished.

### **Part 2:**

After doing the first part, turn the pages of this workbook from the front cover page to the back cover page using both hands. The timer will take note of how fast the task is accomplished.

### **Part 3:**

Determine the time difference between the two activities.

Chances are, the person assigned to accomplish the task finished it faster when both of his/her hands were used to do the activity.

## **LEARNING NUGGET**

The Church is called the Body of Christ in the Bible. In the same way, the human body is made up of many parts with different functions. As our EXPLORE activity demonstrated, we function better when parts of our body work together in harmony to accomplish the same purpose.



# Examine

## THE EARLY CHURCH

### The Early Churches

*Read Acts 2:40-47*

1. What were the early Christians doing together? Enumerate the evidences showing that God was at work in the early church.

### Biblical Definition of Church

“Called-out” assembly of genuine believers

What’s the picture that comes to mind when you think of the church? Maybe the words “building” and “religious meeting” are some of the first thoughts that cross you mind.

However, the kind of church this passage describes is probably very different from most churches we have known. The Early Church can easily be characterized as God-glorifying, Christ-centered, and Spirit-empowered. This is how the Body of Christ is intended to be.

Wouldn’t it be exciting to be part of something dynamic? Let’s continue to look in the Bible to see what the church is supposed to be.

*Read Acts 20:20*

2. Where did Paul teach and meet the new believers? Why do you think did he need to do both?

## **Dgroup and the Early Church**

Although the Bible doesn't use the term "Dgroup" or "Discipleship Group," much of what took place during the birth and growth of the early church during the New Testament times was very similar to the groups that we meet with today.

In small groups, there are fellowship, teaching, worship, and evangelism - all of the basic components of a church. However, it is an intimate environment where there can be open communication, personal care, and accountability. This is the heart of what the Bible describes as the "church" in the first century. Similarly, it should also be the central focus of our church involvement today.

### **DESCRIPTION OF THE CHURCH**

#### **Church as a body**

*Read Ephesians 1:22–23*

3. What are the implications of having Christ as "head" and us, the members, as the "body"?

*For additional verses, read 1 Corinthians 12:18–26.*

#### **Different parts, different gifts**

*Read Ephesians 4:11–13*

4. What are the gifts given to the church? Based on the passage, who are called to do the works of service?

## Church leaders

Read *Titus 1:5–9*

5. What are the qualifications set for church leaders? Why are the standards so high?

### The Church in Summary...

- ✓ The Church is Christ's Body.
- ✓ Jesus is the Head of the Body.
- ✓ We are all parts of the Body.
- ✓ We each have an important role to play in the Body.
- ✓ Sound doctrine is critical for the life of the Church.
- ✓ One of the roles of church leaders is to equip the believers.







## Experience

1. Take the Spiritual Gift test to have an idea of how God designed you. What spiritual gifts has God given you so you can be a blessing to the Church? How will you utilize these gift? You may take it at <http://www.spiritualgiftstest.com/>



## Equip

### **On-the-Job Training (30 minutes)**

Your Dgroup leader will coach you about your role as a facilitator. See Appendix C.





## SESSION 4

# ONE STEP Baptism

We experience many changes when we come to know Jesus as Savior and Lord. Many of those changes take place on the inside—in our hearts. However, the Bible shows us one step of obedience that all true followers of Christ are expected to take after receiving Jesus in their lives—that is, water baptism.

Water baptism is an outward symbol of the Lord's inward transformation of our lives. In this lesson, we will be looking at what the Bible teaches about taking that step of obedience.



## Explore

### THROWBACK

Recall one particular act, practice or discipline that your parent or teacher instructed you to do which you found difficult to obey when you were young (e.g. finishing your dinner or sleeping early).

When it comes to following Christ, what does it mean to “count the cost”?

### LEARNING NUGGET

Our human authorities are not perfect. Yet when we look back at most of what they wanted us to do when we were younger, they were only after our own good. God is our perfect Heavenly Father and we can trust that whatever He commands us to do is for our best. We also need to understand that delayed obedience is actually disobedience.



## Examine

### Following Christ

First we must look at what it really means to follow Jesus. What does obedience look like according to the Bible? What does it mean to truly follow Christ?

*Read John 14:15*

1. What is a clear indication that a person really loves Jesus? Why is that an indication of being a real follower of Christ?

*Read Luke 14:26–33*

2. What does Jesus say we need to do before we decide to start something? When it comes to following Christ, what does it mean to “count the cost?”
  
  
  
  
  
  
  
  
  
  
3. What are some of the things that we must count as less important than following Christ?

*Not everyone who follows Christ literally gives up his or her family and possessions. However, Jesus' point is that we must be willing to give up everything to truly be His follower. We must be willing to obey everything that He commands us to do.*

### **JESUS' STEP OF OBEDIENCE**

*Read Luke 3:21–22*

4. Why did Jesus need to be baptized in front of other people? What was God's response to Jesus' baptism?

*Although Jesus is the Son of God, He submitted Himself to the Father. Jesus did not need to be baptized, yet He was baptized as an act of obedience to the Father's will. The Father expressed His pleasure by declaring that Jesus is His beloved Son. It was only after Jesus publicly submitted to the will of the Father by being baptized that He began His public ministry.*

## EARLY BELIEVERS' STEP OF OBEDIENCE

5. The following passages describe people responding to the gospel in the early days of Christianity. Look up each passage and describe in your own words what happened to the early Christians as soon as they believed in Jesus:

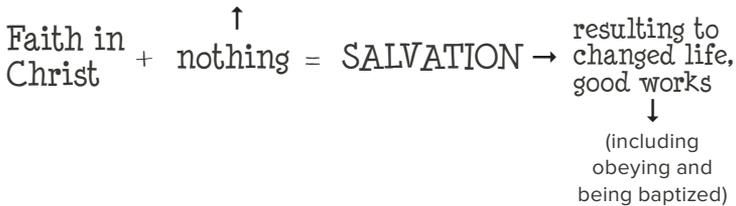
Acts 2:41

Acts 8:12

Acts 8:35–37

Notice the sequence in these passages. First they believed, and after believing, they were baptized. Baptism is not the way for people to become saved. It is an outward expression of the faith they have in Christ.

(e.g., good works, religion, baptism)



## WHY SHOULD WE BE BAPTIZED?

### I. Because it is part of obedience to Christ as His disciples

*Read Matthew 28:18–20*

6. What were the disciples commanded to do as they make disciples?

### II. Because it is a picture of what happened to us when we accepted Jesus in our lives

*Read Romans 6:3,4*

7. What happened to us when we were spiritually baptized into Christ? What does physical baptism (being immersed into water) represent?

## What is Baptism?

The baptism that the early disciples practiced was different than what many individuals have probably experienced as babies. In the New Testament, baptism was practiced by people who had chosen to place their faith in Christ and become His followers. It was a choice that believers made to publicly identify themselves as followers of Jesus Christ.

Baptism in the Bible comes from the Greek word, *baptizo*. According to the Thayer Smith Greek Lexicon, it means “to dip repeatedly, to immerse, to submerge (of vessels sunk), to cleanse by dipping or submerging, to wash, to make clean with water, to wash one’s self.”

One of the earliest uses of the word described the process of making pickles in the second century BC. First, the cucumber is washed (from another Greek word, *bapto*), then it is immersed in vinegar (*baptizo*) until it has absorbed the flavor of the vinegar and spices and becomes a pickle. Through this process, the cucumber becomes completely identified with the new aroma and flavor of what it was immersed in.

That is what happens to us when we are baptized into Christ—we become completely identified with Him. When we place our faith in Christ, we are spiritually baptized (immersed in and united with Him) in His death, burial, and resurrection. When we obey Him by being baptized physically, we publicly declare what happened to us when we trusted in Christ for our salvation.





## Express

1. What are some areas in your life that you need to 'count the cost' in following Jesus?
  
  
  
  
  
  
  
  
  
  
2. Before going through this study, how was your idea of baptism different from or similar to what the Bible teaches about it?



## Experience

1. Are you willing to be baptized as an outward step of declaring that you are following Jesus? If so, how and when will you take that step of obedience?
  
  
  
  
  
  
  
  
  
  
2. To whom can you share this decision with so they will understand your commitment to follow Jesus?



# Equip

Your leader will coach you how to have a productive discussion with your Dgroup. See *Appendix D*.





SESSION 5

# ONE FOCUS Worship

Worship is more than the songs we sing or the acts of service that we do in church. In this session, we will look into how the Bible defines worship and how God wants us to worship Him.



## Explore

Each member of your group will say something that completes this sentence:

“I praise God for....”

Continue this interchange until you run out of things to say or until five minutes is up.

### LEARNING NUGGET

Praising God is one way of worshipping Him. Worship is an overflow of our intimacy with God. We can never really run out of things that we can thank and praise Him for.



## Examine

### What is Biblical Worship?

Worship is our proper response to God for who He is, what He has done, and what He continues to do.

*Read John 4:20–24*

1. According to Jesus, what characterizes true worship that the Father seeks?

*For the rest of this lesson, we will discover what these two characteristics are about, and how they apply to our worship today.*

## I. **Worshipping in Spirit**

In the Bible, 'spirit' often means the innermost part of our lives.

Worshipping in spirit relates to the way that we regard the Lord in the inner recesses of our lives.

*Read Mark 12:29–30*

2. What does it mean to love the Lord with all your heart, soul, mind, and strength?

By telling us that we should worship God in spirit, Jesus is also giving us the privilege to worship God anywhere and at any time.

*Read 1 Corinthians 6:19*

3. In the past, Israel had a physical temple where worship was to be carried out. What is the implication of us being the temple of the Holy Spirit through the blood of Christ? How does the Holy Spirit help us worship?

*Read Hebrews 10:24–25*

4. Though we can worship God even when we are alone, these verses indicate that worshipping with others is also vital. Why is it important to regularly fellowship and worship together with other believers?

*True worship should be “in the assembly of the upright” (Psalm 111:1). We are commanded by the Lord to meet regularly together to worship so that we can encourage one another. There are no “lone ranger” Christians—we need each other so that we may worship the Lord in Spirit and in truth together.*

*Read Exodus 20:4–5 and Exodus 32:7–10*

5. What do these passages teach us about how God views idols? What does God intend to do to those who worship these idols?

Worshipping God in spirit means recognizing that God is Spirit. This means we cannot see Him. Because we cannot imagine what a spirit is like, we are so often tempted to make visible objects or idols which let us think about God in our terms.

The Israelites thought they were worshipping God through the use of the idol that they made. However, God made it clear that the “best” image or idol that we may try to make will never do justice to the greatness of who God is. We are tempted to think that something made by human hands has spiritual power in itself.

The good news is that, in Christ, we do not need extra spiritual power. We have the Holy Spirit living inside us—He is God Himself!

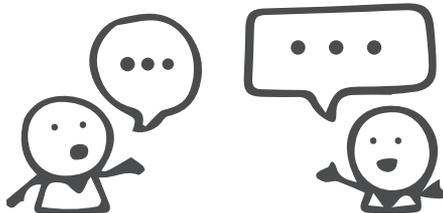
## II. Worshipping in Truth

Not only are we to worship God in spirit, but we are also to worship Him in truth. This means that our minds are very much a part of the worship that God wants from His people. It is not enough to just be devoted. We must worship God as He truly is.

*Read John 17:17 and John 16:13–15*

6. Where can God's revelation about Him be found? What does it do to a believer?

*In order to worship in truth, it is important for us to worship in line with the teachings of the Scriptures.*







## SESSION 6

# ONE TASK Witnessing

How did you come to know Jesus? For most of us, it was because another follower of Christ loved us enough to want us to know Him too.

Now, it is your turn! Just like how God used someone else in your life to bring you to Jesus, He wants to use you to do the same. He has put you exactly where He wants you to be so you can bring your family, relatives, friends, classmates, orgmates, and neighbors to Him. Jesus wants you to connect others to Him!



## Explore

### Bless it Forward

Complete the chart below:

Think of two blessings you have received from a fellow believer that has brought you closer to God	Identify the name of the giver	Identify a person you would like to give the same blessing to	Specify how you plan to forward the blessing that you have received
1.			
2.			

### LEARNING NUGGET

We receive so many blessings each day that we tend to take them for granted. The greatest blessing that any person can receive is the gift of eternal life in Christ. A Christ-committed follower has the greatest privilege of blessing others with the gospel of Jesus Christ. When we share Christ with someone else, we give them the opportunity to also receive the greatest blessing of eternal life that is found only in Jesus.



# Examine

## I. God's Heart

*Read 2 Peter 3:9*

1. What is God's desire for those who don't know Him? What character of God is shown in the passage?

*Read Luke 19:10*

2. Why did Jesus come to earth? How would you compare your purpose to His?

## II. Our Part

*Read Acts 1:8*

3. What did Jesus promise would happen when the Holy Spirit dwells in His followers?

## **WHAT IS A 'WITNESS'?**

A witness is someone who recounts what he has personally seen and heard.

It is not the job of the witness to know everything. In court, a witness does not have to be a lawyer or work in a crime lab to be credible. A witness just needs to accurately recount what he/she saw and heard. It is up to the judge or jury to come to a conclusion based on the eyewitness testimony.

This means anyone is a perfect candidate to be a witness, including you! Your role is to tell people what you have experienced—*how* you met Christ and *what* He has done in your life. People can debate theology or opinions about the meaning of a Bible passage, but they cannot contest your personal experience. You are the expert when it comes to sharing about your own life. To be a witness, you just need to share what God has done in your life; no one can debate with that!

*Read Romans 10:13–15*

4. What do people need to do to be saved? What is our role in that process?

## **HOW CAN YOU BE AN EFFECTIVE WITNESS FOR CHRIST?**

### **I. Through your life**

*Read Matthew 5:16*

5. What is the command given to the believers? What is the end purpose of it?

## II. Through your story

*Read John 4:39*

6. What did the Samaritan woman do right after she met Jesus? What was the result?

## III. Through the gospel

*Read Romans 1:16*

7. How did Paul feel about sharing the gospel to others? How do you feel about sharing Jesus Christ with others?

*Read 2 Corinthians 5:20*

8. As ambassadors of Christ, what are we supposed to do?



## Experience

To whom will you share the Good News this week? Remember to invite them to your group after sharing the gospel to them.



## Equip

### **On-the-Job Training (30–45 minutes)**

Your Dgroup leader will coach how handle challenging people in your group. See *Appendix E*.





# What's Next?

Great job in completing your *Book 2: Spiritual Disciplines* lessons! We trust that your relationship with Jesus has been growing as you have applied what you learned from Book 2.

To guide and equip you for your journey with Jesus, continue on with **BOOK 3: GALATIANS** where you will learn how to discern between authentic (real) faith that saves, and counterfeit faith that does not save. Keep on following Jesus as you move on to your *Book 3: Galatians* lessons!

# SUGGESTED ANSWERS

## SESSION 1: ONE CONNECTION

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1. He is not impressed with repeated or fancy words, nor does He like meaningless repetition. We don't have to impress Him or other people for that matter.

We should come to God as our loving Father and talk to Him from our heart.

2. It focuses on who God is. This prayer teaches us that He is our Heavenly Father, and we ought to treat Him as holy.
3. We should pray for our daily needs, for forgiveness if we have sinned against God, and guidance to stay away from sin. Asking for these shows our dependence upon God. Some of the characteristics of God that we can hold on to are His goodness, faithfulness, and sovereignty in our lives.
4. He wants us to forgive others. If we sin against God, we should ask for forgiveness. However, if we do not forgive others, we will not experience His forgiveness. If our attitude is not right, it will affect our prayers.

5.

VERSE	COMMAND TO OBEY	PROMISE
John 15:7	Abide in Christ, always be connected to Him	Ask anything, and He will answer your prayers
1 John 5:14–15	Ask according to His will	He will hear us and give us whatever we ask
Luke 11:9–10	Persist in asking, seeking, and “knocking”	Everyone who asks receives; everyone who seeks, finds; everyone who knocks, the door will be opened for him/her

6. Personal answer

## SESSION 2: ONE BASIS

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1. God's word is described as a lamp for one's feet and a light for one's path. God's Word gives us guidance and direction for our lives.
2. Paul declares that all of the Scripture came from God. Therefore, it must be obeyed. Doing so glorifies Him and helps us follow His will for us.
3. It teaches us, tells us what we are doing wrong, and trains us to honor God in the way we live our lives. These are all important to help us be more like Christ and ready to serve the Lord.
4. The instruction was for the kings to write down a copy of the Law. Writing it down by hand would help them learn and remember what it says more accurately. Regularly reading the Bible will help us fear the Lord, stay humble, follow the path that God wants us to follow, and be blessed by the Lord when we obey.
5. Ezra had set his heart to study the Law, to obey it, and to teach it to others. He was blessed by God for His commitment.

## SESSION 3: ONE FAMILY

---

1. The early Christians did the following: learned from the apostles' teaching; had fellowship that celebrated Jesus act on the cross; prayed together; sold their things to help others in need and; worshipped together. As a result, they experienced a sense of awe because of the signs and wonders God was doing, attained a good reputation with the community, and many more people came to know Christ.
2. Paul taught the believers both in public and from house to house. Teaching in public enabled him to be heard by many. Meanwhile, teaching in a smaller group enabled him to show personal involvement and care.
3. Because Christ is the head, He is in control. The parts of the Body should do what He directs them to do.
4. The gifts that God gave to the church were the apostles, prophets, teachers, evangelists, pastors and teachers. They were given so

they could equip the members of the church to serve the Lord. The “saints” (the believers) are supposed to do the work of the ministry.

5. Qualifications for church leaders are: good reputation, can disciple his family, not proud, doesn't have a bad temper, doesn't abuse alcohol, hospitable, self-controlled, obeys the Lord, is disciplined, follows sound doctrine, and can teach people the truth in a persuasive way. They are set so high because they ought to live by example.

#### SESSION 4: ONE STEP

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1. A person who loves Jesus will obey Him. If people don't actually do what He says, it seems they really aren't His followers at all.
2. We must count the cost of following Him to see if we really are going to follow through on our commitment. Counting the cost means recognizing and agreeing to the given terms of following Christ.
3. Things that must be less important than following Christ include our possessions, loved ones, and even our own lives.
4. Jesus was baptized in public to model obedience to others. God declared that He was well-pleased with His Son.
5. Those who believed were baptized.
6. They were commanded to baptize and to teach believers to obey everything that He commanded them.
7. We were baptized into His death and resurrection. It represents being with Him when He died, when He was buried and then when He was raised again from the dead. It means our old life is dead and gone, and we now live a brand new life.

#### SESSION 5: ONE FOCUS

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1. God is looking for believers who will worship Him in Spirit and in truth.
2. The greatest commandment is to love the Lord completely with everything that we are. This tells us that worshipping God is not only important but it should be a central part of our lives.

3. Our bodies are now the temple of the Holy Spirit – He lives in us. This means we can worship God anywhere, because He is always with us and in us. The Holy Spirit in us confirms God’s covenant relationship with us. He convicts us of our sins so that we won’t worship God with impure hearts. He also gives us spiritual gifts so we can help build up the Church.
4. We encourage each other to love one another and to do good to others when we gather together.
5. God hates idol worship. He will not tolerate your affection for any other gods.
6. We are led to the truth by being taught about the Word of God and through the guidance of the Holy Spirit.

## SESSION 6: ONE TASK

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1. God does not want anyone to perish. He wants them to repent so they can know Him and have a relationship with Him. This verse shows that He loves us and is patient with us.
2. He came to seek those who are lost. That was His highest priority. We should have the same priorities as Jesus had.
3. He promised that they would receive power from the Holy Spirit. When that happens, they would be witnesses, telling people everywhere about Christ.
4. They need to hear the Word of God and call upon the name of the Lord. We can be the person that God uses to tell people about Christ.
5. People will glorify the Father when they see the way we live our lives.
6. She went and told others in her village about what Christ had done. The result was that many people believed in Christ because of her testimony.
7. Paul was not ashamed of the Gospel because it has power to bring salvation.
8. As Christ’s ambassadors, we are to urge people to be reconciled to God.

# APPENDIX A

# Evaluation Tool for Small Group Facilitation

Use the following points to evaluate the facilitator. Be sure to turn in this evaluation sheet to him/her at the end of the workshop. Encircle the number found in the right column which corresponds to your evaluation of the specific tasks of a small group facilitator on the left column. Use the scale below as your guide:

5	4	3	2	1
Strongly Agree	Agree	Slightly Agree	Disagree	Strongly Disagree

Facilitator: ..... Date: .....

The facilitator kept the discussion focused on the topic	5	4	3	2	1
The facilitator kept the discussion lively	5	4	3	2	1
The facilitator encouraged the group to share their opinions, not just give the right answers	5	4	3	2	1
The facilitator made sure every member had an opportunity to share his/her ideas on the topic	5	4	3	2	1
The facilitator mostly listened; he/she let the members do most of the talking	5	4	3	2	1
The facilitator did not force his/her own ideas in the discussion	5	4	3	2	1

The facilitator summarized the ideas shared by the group	5	4	3	2	1
The facilitator asked for personal application from the group members	5	4	3	2	1
The facilitator managed the time well—the meeting started and ended within the time limit	5	4	3	2	1
The facilitator incorporated prayer in the meeting	5	4	3	2	1

Other comments:

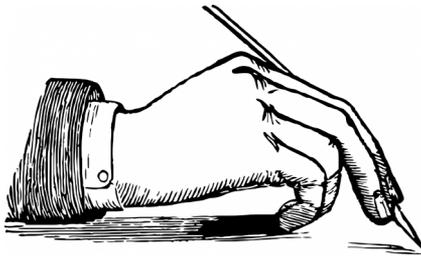
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## APPENDIX B

# Preparing for a Small Group Meeting

*Hebrews 10:25*

*And let us not neglect our meeting together, as some people do, but encourage one another, especially now that the day of his return is drawing near. (NLT)*

Teacher's Explanation: The Bible commanded us to continually meet together in our Dgroups to encourage and help one another grow in Christ-likeness. Below are some of the things you should prepare for before meeting the people that God has entrusted to your hands:

**1. Know your material.**

(Make sure that you've gone through the material first so you will not have difficulty facilitating them.)

**2. Know your people.**

(You need to intentionally know where your disciples are coming from and how you should be able to relate with them. Get to know them better by having outside one-on-one informal chats, meetings and encounters.)

**3. Know your venue.**

(The place, location, and physical environment (seating arrangement, ventilation, noise, lighting, and etc.) must be conducive to learning.)

#### 4. **Know your Lord.**

(Your personal spiritual preparation is vital to being a faithful and effective leader. Your growing personal walk with God is very important in leading your members towards spiritual growth and maturity. You must first develop your intimacy with God by communing with Him. Cover and saturate each meeting with prayer.)

### CHECKPOINTS

Material	Have you read through and practiced One by One Session 1 with your Dgroup leader?
People	What are the backgrounds of the people in your group? What are their needs? Where are they spiritually?
Venue	What are the environmental factors that might cause distractions in your discussion? How will you eliminate or lessen them?
Lord	What is the time that you have set to lift up to the Lord your dgroup meetings?

## APPENDIX C

# The Role of the Small Group Leader as Facilitator

*Colossians 3:16a*

*Let the message about Christ, in all its richness, fill your lives. Teach and counsel each other with all the wisdom he gives...(NLT)*

(The believers are commanded to let the word of God reside permanently in them through their study and knowledge of God's Word. The leader should encourage all members to exercise their responsibility to teach and admonish one another with Biblical truths.)

**A. You are simply another member of the group who helps the discussion come alive.**

(You should not "lord over" (1 Peter 5:3) your Dgroup members; rather, you should show love, acceptance, humility, and servant-leadership towards them.)

**B. You should for opinions not answers.**

(You should be sensitive to what your Dgroup members think or feel. You should prompt them for ideas, insights, and reflections. You will not become an effective facilitator if you already have pre-judgments, biases and stereotypes.)

- C. You should aim to bring everyone into the discussion.**  
(No single person should dominate the discussion. Be aware of who is participating and who is not. Create opportunities for everyone to be involved in the discussion.)
- D. You are a learner. Don't force your own ideas.**  
(You are not the only source of learning. Listen and learn together with your members. You may have your own ideas and insights about a particular topic or issue, but you need not impose them to the group. The Bible will be the ultimate source of their learning experience as they are empowered and led by the Spirit.)
- E. You should summarize.**  
(Summarizing after a series of questions allows you to acknowledge your group members' contributions.)
- F. You should ask for applications.**  
(The lessons learned in Dgroup discussion are not just for information, but for transformation. He should conclude each discussion by asking each one for a practical application that is personal, specific, measurable, achievable, realistic, and time bound.)

### CHECKPOINT

Based on the discussion with the group you are meeting for Book 1: One by One, do a self-assessment of how you have fared as a facilitator so far.

SELF-ASSESSMENT QUESTIONS	YES / NO	HOW CAN YOU IMPROVE IN THIS AREA?
Did you exhibit a teachable and open heart as you facilitated the discussion in your group?		
Did you ask for your member's opinion regarding the passages that you have discussed?		
Did everyone in your group participate in the discussion?		
Did you end the session with a summary of the discussion?		
Did you ask for an application from each member of the group?		



## APPENDIX D

# Rules for Facilitating a Productive Discussion

*Ephesians 4:29*

*Don't use foul or abusive language. Let everything you say be good and helpful, so that your words will be an encouragement to those who hear them. (NLT)*

(Much of what happens in a small group is a discussion about biblical truths and its application to our lives. In order to make our discussions productive and beneficial we need to employ several principles, skills and rules.)

### **A. Explain the guidelines.**

(Explain to the members that the Dgroup has values and principles that every member should adhere to. Below is CCF's discipleship covenant:)

<b>Confidentiality</b>	I will not gossip about fellow members, and will ensure that what is shared in the group stays in the group.	A gossip goes around spreading rumors, while a trustworthy man tries to quiet them. (Proverbs 11:13)
<b>Honesty</b>	I will be open and honest with my Dgroup leader and fellow members.	The Lord detests lying lips, but he delights in men who are truthful. (Proverbs 12:22)
<b>Respect</b>	I will respect those in my Dgroup by attending meetings regularly and punctually and by honoring the authority of my leader.	Obey your leaders and submit to their authority. They keep watch over you as men who must give an account. Obey them

		so that their work will be a joy, not a burden, for that would be of no advantage to you. (Hebrews 13:17)
<b>Intercession</b>	I will pray regularly for my Dgroup leader and fellow members.	And pray in the Spirit on all occasions with all kinds of prayers and requests. With this in mind, be alert and always keep on praying for all the saints. (Ephesians 6:18)
<b>Spiritual Growth</b>	Because I am joining this group to grow spiritually and to help others do the same, I will refrain from conducting business, borrowing money or using this group for purposes other than spiritual growth.	And let us consider how we may spur one another on toward love and good deeds, 25not giving up meeting together, as some are in the habit of doing, but encouraging one another —and all the more as you see the Day approaching. (Hebrews 10:24–25)
<b>Timothies</b>	I will have it as my goal to eventually build my own Dgroup.	And the things you have heard me say in the presence of many witnesses entrust to reliable people who will also be qualified to teach others. (2 Timothy 2:2)

**B. Encourage others to talk.**

(In a Dgroup, everybody is encouraged to serve and minister to one another. The facilitator can go around the group asking each person to respond (e.g. “Lemuel, how would you answer the question?”). It is also very important to ask follow-up questions (or make comments) that will draw everyone into the discussion and keep the discussion going (e.g. “Anybody else has insights or ideas?”). If you notice

that someone is already monopolizing the discussion, you can say something like, “Let us hear what the others will say.”)

**C. Be an active listener.**

*James 1:19*

*Understand this, my dear brothers and sisters: You must all be quick to listen, slow to speak, and slow to get angry. (NLT)*

(In this verse, we are encouraged to be quick to listen – that is, to be an active listener. Here are some tips for active listening.<sup>1</sup>)

**1. Take note of what you hear verbally**

(Hear the simple facts in a discussion. As you listen, focus on what your Dgroup member has shared or talked about such as events, dates, and other specific information that is being revealed to the group.)

**2. Look out for non-verbal cues**

(In active listening, watch out for the consistency of what they said and their accompanying actions. Do the nonverbal messages match the verbal messages?

Listen for this in three areas:

- Facial expressions  
When your Dgroup member says “I’m okay,” does his/her facial expression actually communicate “I’m a little sad”?
- Tone of voice  
Listen for tones of sarcasm, anger, sadness, enthusiasm, hesitancy, fear, etc.
- Body movements and posture.  
Are arms and legs crossed and closed? Are people nervous or relaxed? Does their posture indicate interest or boredom?)

**D. Ask the right questions.**

(Facilitating dynamic discussions requires generating the right kinds of questions and offering appropriate responses. Here are some guidelines for the kinds of questions and responses:

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<sup>1</sup> Leading Life-Changing Small Groups Bill Donahue and the Willow Creek Small groups team Copyright © 1996, 2002 by the Willow Creek Association

## Types of Questions to Ask:

### 1. Open-Ended Questions

Open-ended questions encourage participants to supply ideas, opinions, reactions, or information. An open-ended question can be very effective in exploring a subject more deeply or helping group members be more honest with one another.<sup>2</sup>

Why: Why did Jesus say that?

What: What does the verse say? What does it mean?

How: How does it apply?

### 2. Greater Response Questions

You can use greater response questions to extract from your members different kinds of responses that would make the discussions engaging, participatory and life-changing. The list below provides the kinds of greater response questions and their respective examples:

- A. Describe  
e.g. Describe man's condition in Ephesians 2:1–3.
- B. Summarize  
e.g. Summarize the relationship of the vine to the branches in John 15.
- C. Explain  
e.g. Who can explain the relationship of the branches to the vine (John 15)?
- D. Exploratory  
e.g. What else?
- E. Redirection Questions  
What do you think, Lemuel? What do you feel, Paulo?
- F. Feedback and Clarification Questions  
e.g.? Will someone summarize what we have discussed so far? If I heard you right, you are saying?

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<sup>2</sup> The Facilitator Excellence Handbook Fran Rees Copyright © 2005 by John Wiley & Sons, Inc. Published by Pfeil er An Imprint of Wiley 989 Market Street, San Francisco, CA

## **EXERCISE**

Improve the following questions:

Did you learn from the discussion?

Is the topic relevant to your life right now?

Is there anything that you'll be able to apply from the session?

# APPENDIX E

# Responding Appropriately

## HOW TO RESPOND

*Colossians 4:6*

*Let your conversation be always full of grace, seasoned with salt, so that you may know how to answer everyone.*

(The Bible encourages the believers to be wise in how they speak. The Dgroup discussion must always be pure, filled with grace, wholesome, interesting, engaging, and deep. In order for this to happen, you must learn how to develop responding skills. Here are some you must learn:)

### A. Paraphrasing

(Paraphrasing is the act of restating. Paraphrasing allows you to repeat the thoughts of others. It summarizes what has been heard and allows the group to explore personal feelings, thoughts, and actions. Paraphrase when you think other members did not understand well the points you're making.)

### B. Summarizing

(Summarizing keeps everyone alert and the whole group focused. A summary is needed when a lot of points have been made and information was gathered. It should be concise and direct to the point. A way of summarizing is to ask someone in the group to recap what has been said so far. Occasionally asking group members to summarize increases group ownership for the whole process and empower them to participate and contribute.<sup>3</sup>)

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<sup>3</sup> The Facilitator Excellence Handbook Fran Rees Copyright © 2005 by John Wiley & Sons, Inc. Published by Pfeil er An Imprint of Wiley 989 Market Street, San Francisco, CA

**C. KKK: Kiss, Kick, Kiss**

(This is also known as the sandwich approach. You can start off with a positive praise in order to encourage the person. After correcting him gently, you can seal it with another positive remark. You can simply reiterate the initial positive compliment you had given him, speak in general terms about how much you appreciate him, or complement them on their receptiveness to receive constructive criticism.)

**EXERCISE**

Divide the group into pairs. One person will act as the listener while the other will act as the speaker. The speaker will talk about one topic while the other tries to practice skills in responding such as paraphrasing, summarizing, and sandwiching corrections between compliments. The exchange should last for three minutes. After doing so, the pair will switch roles.

Possible topics to talk about:

*Challenges you encounter in school*

*Blessings that you experienced in being part of a spiritual family*

*Lessons that you have learned from leading others*



## APPENDIX F

# How to Handle Challenging Dgroup Members

*Ephesians 4:2*

*Always be humble and gentle. Be patient with each other, making allowance for each other's faults because of your love. (NLT)*

(One of the great challenges in leading a Dgroup is how to handle difficult persons in your group. No one is perfect; we are all sinners saved by God's grace and we have weaknesses. That is why we have to be humble, gentle and patiently bearing with one another in love, especially with the ones that are difficult to deal with. God has chosen you and will use you to disciple them towards Christ-likeness.)

*Proverbs 27:17*

*As iron sharpens iron, so one man sharpens another.*

(God will bring different kinds of people into your Dgroup so that both of you can grow spiritually. Difficult persons are there to help you grow in your own personal walk with the Lord, especially in terms of character development. Here are a few suggestions on how to handle them:)

TYPE OF CHALLENGING PERSONS	RESPONSE
<b>Heckler</b>	<ul style="list-style-type: none"> <li>• Recognize the contribution, then refocus the discussion.</li> <li>• Ask the group to respond to the given statement.</li> </ul>
<b>Rambler</b>	<ul style="list-style-type: none"> <li>• Thank the person for sharing when there is a pause or break during the discussion.</li> <li>• Set rules regarding time and discussion quorum.</li> </ul>
<b>Know-it-All</b>	<ul style="list-style-type: none"> <li>• Suggest that ideas must be generated from others first</li> <li>• Use him as a resource and capitalize on his enthusiasm</li> <li>• Give him a listening role</li> </ul>
<b>Conversationalist</b>	<ul style="list-style-type: none"> <li>• Ask him for ideas and share it to the group</li> </ul>

(When it is necessary, you can privately talk to the person with gentleness and love. You can ask him/her to help you make the discussions more beneficial to everybody by pointing out what needs to be done without making it appear that you are attacking him/her personally.

It is also very important to always pray for them. These difficult members usually have struggles and challenges on their own. They will test your patience and commitment to God's work. However, they will also help you grow in character and ministry skills. As you patiently and faithfully minister to them, you will also grow spiritually.)

### EXERCISE

Do a role play. One member will be tasked as the facilitator while another will act as a challenging dgroup member (conversationalist, know-it-all, rambler, or heckler). The person tasked as the facilitator will need to respond accordingly to the member who is pretending to be a challenging person.