

# RECORD KEEPING

## *Leader's guide:* LP5-3

Lecture time: 53 min.

Discussion time: approx. 30 min.

### **Leader's Oral Opening Comments**

- Record keeping often seems boring and insignificant. It isn't!!! It is **vital** important. Proper record keeping is what distinguishes a leadership course from a Sunday School class. Records show reality. They show results or the lack thereof. Proper records enable your Leadership Training Ministry to make recommendations about its students to denominational leaders or to provide transcripts to other institutions. The truth is simple: "No records, ineffective Leadership Training ministry."

### **Leader's Oral Closing Comments**

- Brothers I may dislike this tedious task but I sure like the results. It gives me joy to know how my students are doing and on what level my Leadership Training Ministry is functioning. I am making a new commitment. What about you?

### **Prayer instructions**

- In the large group, ask each of your attendees which part of this lecture or discussion questions needs most prayer. Then pray!!!

### **Practical assignments**

- Have attendees bring several copies of their group records to the next seminar for review and discussion. This part of a Leadership Training Ministry needs broader emphasis.