



You. Sharing Jesus.

Reach More For Jesus – More Effectively

What if there was a way to enhance your WBS postal outreach with:

- Rapid lesson turnaround and better retention: faster correspondence = better learning of the Gospel
- Guaranteed distribution to students: all students get all of the Master Series booklets
- No labeling, envelope stuffing, or mailing: you only grade tests and build student relationships
- Significant cost reduction: up to 40% less cost to get students through the entire Master Series

There is a way.

Join us as a partner church in Ghana “**PREP**,” the **P**artners in **R**eligious **E**ducation **P**roject

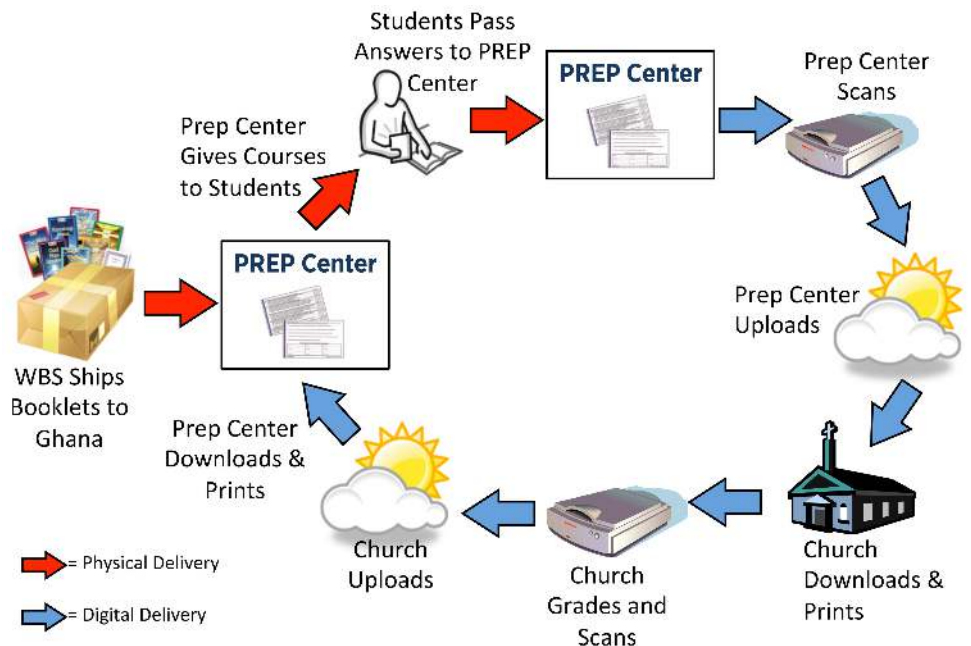
What can provide these kinds of enhancements for your WBS postal outreach? **Targeted innovation.**

Who can we target?

Ghanaian high school students. The government of Ghana, Africa, makes Christian Religious Studies classes available in its public schools. Capitalizing on this, WBS has been given the unique opportunity **to distribute WBS lessons directly to selected high school students there**, and have local teachers use the courses to supplement their curriculum over a two-year period. This is an open door for promoting study of the Bible in public schools! To do this, we have to work within the Ghanaian school trimesters and develop well-timed correspondence. We recruit schools to use the PREP materials and methods, but we have to innovate our correspondence methods to do it.

How can we innovate?

By using current technology. The chart here shows the PREP process. This correspondence can work within Ghanaian trimesters, and **it eliminates the need for international mail**. You can get Return Sheets in about 1 day, and students can get your responses in about 2 weeks. With volunteer high school teachers promoting study, there is a greater level of engagement with the Bible. That means better exposure to the good news of Jesus. All students in PREP receive all of the Master Series booklets, meaning **they get all the Bible study material WBS provides**.



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If you already have students in Ghana, whether in a high school or not, please continue working with them as you have. PREP does not replace any such effort on your part. PREP adds a unique level to outreach there.

Are you wondering, “Can we do this?”

Yes, you can. This is what PREP asks of your WBS team:

There would be 8 or so work sessions per year where your team simply responds to student Return Sheets. Your volunteer(s) can download from the Internet (we use the Dropbox file sharing service) and print those sheets uploaded by the PREP Center in Ghana. When your team finishes grading, your volunteer scans and uploads them to the Internet just as the PREP Center does. The PREP Center then gets those Return Sheets back to the students. That’s it. There is no mail preparation for your teaching team because WBS has already shipped the booklets to Ghana.

This kind of innovation for a WBS team is not difficult, but your church will need:

- a computer with Internet access
- a printer
- a double-sided scanner (your photocopier may already do this)
- volunteers to run them

WBS can provide recommendations for equipment. We will help you get going. Call us with any questions about this kind of technology. We can solve your concerns about scanning. Each Ghana school year begins in *September*, so things would need to be in place by then.

So PREP saves a lot of time, but what about cost?

WBS *postal* teaching relies heavily on the use of international mail distribution systems, which have their own challenges. PREP eliminates the need for international mail by shipping the Master Series via container at greatly reduced cost. Postage costs will go from being the biggest part of a WBS budget to the smallest part of the PREP cost. We still have to ask churches to purchase materials and help with shipping and operating costs. But we estimate the cost of getting 100 PREP students from *The Way to Live a Life of Love* to be about 40% less than previously. For example, for 100 students to study 2 years in PREP, the flat cost would be \$650. We will accommodate varying numbers of students, of course.

Can we use this kind of system for all our WBS students?

Not yet. Ghana PREP is a pilot project for the Accra, Ghana area. If all goes well, it will expand to other areas of Ghana, perhaps even other countries in the future. We have asked you to think, “What if...?” and we think that way, too. To improve the tools of correspondence evangelism, we indeed have to innovate. And to innovate, we start with a single target – in this case, Accra, Ghana.

This is an amazing opportunity for your church! **Right now, we are seeking WBS postal teaching churches to partner with PREP.** Adopt as many students as you can, and set them on a journey to Jesus.

Join us!

**Contact Robin Cannon, Bill Colwell, or Brian Davis at
800-311-2006, or ghana.prep@worldbibleschool.net**



**Partners in Religious
Education Project**



Partners in Religious Education Project

Questions and Answers for the WBS Ghana PREP

What is Ghana PREP?

It's the Partners in Religious Education Project for high school students in the Accra, Ghana area. WBS has established a PREP Office in Accra, and this office will facilitate Internet-based correspondence *on paper* between students and Study Helpers. This involves significant innovation. We will use scanning equipment and Internet document sharing to bypass international mail and allow quick, scheduled correspondence with students.

Why should we consider partnering with WBS in PREP?

- Faster communications between students and Study Helpers
- Much lower overall cost to complete the Master Series
- A local teacher promoting student involvement
- High likelihood of improved student retention
- Ongoing impact on generations of Ghanaian young people

Does PREP present any disadvantages?

PREP will initially have a limited target group—it's only for high school students in the Accra, Ghana area *at present*. The pre-set time frame of 2 years may limit pace of study for some students. But these may not ultimately be disadvantages because WBS aims to pilot the innovations of this project in Accra, and extend the improvements as far as we can in Ghana and other countries. The task of scanning itself, while unfamiliar to some, has proven to be quite doable, even by those who have never attempted it.

How does PREP compare to WBS' traditional postal method?

- 1) *Grading*: Nothing really changes. You respond to students on paper that someone at your congregation has printed for you, but it's the same Return Sheets.
- 2) *Mail preparation*: There is no labeling or envelope and booklet preparation for mailing. The materials are already in Ghana and will already be in the hands of your students.
- 3) *Return time*: You do not send out a large number of introductory lessons and wait for responses. PREP is timed on a calendar of exchanges which fit into the Ghanaian school year—up to 8 exchanges a year. You will hear back from students in about 2 weeks, even less sometimes.
- 4) *Frequency of correspondence*: There is a set schedule for correspondence. See the proposed schedule on the attached sheet.

What is the PREP teaching cycle?

- WBS ships all materials to Ghana
- The PREP Center distributes materials to schools
- Students study, complete their tests, and these are taken to the PREP Center
- The PREP Center scans and uploads the Return Sheets to your church via the Internet
- You download, print and grade the Return Sheets—the same sheets you presently use
- Your team scans and uploads the Return Sheets

- The PREP Center prints and distributes the graded Return Sheets to the students
- This cycle repeats up to 8 times a year

What is PREP Bible study like for students?

Students in Ghana (and many other countries) can enroll in Christian Religious Studies as part of their public education. In the case of PREP, WBS will recruit high school administrators. The WBS Master Series is used alongside their other studies. WBS Study Helpers will correspond through the PREP Center much as they do with traditional postal students. With PREP, the students have a local teacher who helps encourage them to study and schedules tests days. Then, they have scheduled correspondence with you.

Who will help the students study, and what will they do?

The local teachers encourage more than teachers. WBS recruits them. Every school has teachers who are highly amenable to this opportunity. Such local teacher will distribute WBS materials, prompt reading of WBS materials and conduct tests on a schedule. WBS arranges transfer the Return Sheets between schools and the PREP Center.

What will appeal to Ghanaian high school students about the PREP?

The availability of free course materials which are relevant and readable is attractive, since insufficient numbers of textbooks, study materials arriving late, and similar issues are among the ongoing challenges in Ghana. PREP offers consistency and stability. Assistance from an American Study Helper, regular communication with said Study Helper, and a supportive faculty member are also big pluses.

Will students stick with their study of the Master series?

Attrition will happen. It always does, but it's very reasonable to expect retention rates to be high.

I saw some test dates called "supplements" on the attached schedule. What are those?

We want regular correspondence to happen between students and Study Helpers. If we only facilitated this based on the Master Series Return Sheets, then the students would only exchange sheets 7 times in two years. This is not frequent enough. WBS is creating supplemental discussion questions for each of the booklets after *The Way* to cover roughly the first half of each course. This bumps up the frequency of correspondence from 7 times in 2 years up to 16 opportunities.

How would partnering with PREP affect our current WBS work?

Nothing changes with your current WBS program. PREP is an enhanced addition to your correspondence outreach.

How would PREP affect a WBS Coordinator's work?

PREP actually simplifies a Coordinator's job. There are no materials to order for PREP, no labels to prepare, no stamping, no envelopes to stuff, and very little bookkeeping. Arranging for teams to meet, and making sure the equipment is working, then printing and scanning Return Sheets is just about all there is. The biggest distinction is planning for PREP work sessions 8 times a year. *This will be vital*. PREP moves with the Ghanaian school year, and Coordinators must plan accordingly (see schedule).

Will we have a set number of PREP students?

Yes. As with all WBS programs, you only take as many students as you can handle. We ask for WBS teams to take them in groups of 100, but you only take the number of students you wish to take.

What about referrals who are not students at the school?

We will encourage PREP students to give teachers referrals, but the PREP digital correspondence system is for the targeted high school students first. Handle referral students as you already handle traditional postal students. If you do not want to handle referral students, then please pass them to WBS for re-distribution.

What special equipment do we need to participate in PREP?

- A computer with Internet connectivity
- A printer or copier that can do double-sided printing (single-sided will work, but is not recommended – it takes *much* longer to scan documents).
- A double-sided scanner

The scanner probably is the most unfamiliar piece here. If you need one, we recommend the Hewlett-Packard Scanjet Pro 3000 series scanners. We have used these scanners in our Zimbabwe Service Center for years and found them reliable. There are certainly other scanners in this class that are available. They are light, durable and should be in the \$300-\$325 range. Of course, you will need at least 2 people who can run the equipment so they can back each other up as needed. We don't recommend flatbed scanners for a simple reason: they will work, but very, very slowly.

Does everyone on a WBS team have to know how to use the computer and scanner?

No. We recommend at least two people be comfortable with this equipment so they can cover for each other as needed.

Is the scanning equipment difficult to use?

No. If you can set up a printer and print documents, you already have the ability to set up a scanner and scan documents. A printer outputs documents from a computer, whereas a scanner inputs documents into a computer. So, the scanner creates PDF files on your screen, which you then place into your Dropbox folder (see below).

What is Dropbox?

It is now very common for digitized documents to be stored and shared on the Internet. WBS uses a service called “Dropbox” to exchange large files, in this case scanned Return Sheets. You scan the sheets and they appear as a PDF file on your computer screen. You put them in the Dropbox folder on your computer. Those files are then available in Ghana. The PREP Center does the same thing—they scan your students' Return Sheets and place them in your folder on Dropbox.

How long does it take to scan Return Sheets?

Scanning has two parts. First you feed documents into the scanner. If you use the recommended class of scanner, you can scan 50 return sheets in about 5 minutes. If you take 400 students, which we hope you do, you're looking at 20-25 minutes of scanning. Second, your computer has to process the scans into PDF files. This can take a bit of time. The PREP office takes 17 minutes to scan and process 50 students' sheets. If you use your churches photocopier to scan, this is much faster. Your upload speed to Dropbox will vary with the speed of your Internet connection.

What about scanning personal letters, pictures and the like?

Anything which can run through the scanner can be handled with some limitations: pictures create files too large to upload or print efficiently, so we cannot accommodate pictures. Personal notes and letters will work fine as long as they are on paper *no smaller than 5 ½" X 8 ½"*.

How much does PREP cost?

- 1) WBS teams must use double-sided scanning and printing equipment. WBS recommends above what to use. Also, an internet-connected computer and printer will be essential. Most churches already have computers, Internet, and a printer of some kind. If your church cannot accommodate such equipment, WBS can absorb a certain amount of scanning work at a modest cost, but this capacity will be limited and reserved for WBS teams that cannot obtain or use such technology. Contact us and we will work with you on options as best we can.
- 2) WBS is prepared to provide all services for PREP correspondence for \$650 per 100 students for a 2-year period. This covers cost of 1 each of the 7 Master Series booklets for each student, shipping, digital communications between the PREP Center and churches, and operating costs. Once your student level is set and has settled and functional, WBS will invoice you.

We are interested in being a PREP partner, so what do we do next?

- 1) Pray for the success of PREP. There are a *lot* of things for which to pray.
- 2) Be sure your church leaders and WBS team understand and support the project.
- 3) Tell us at WBS that you want to be a Ghana PREP church. Call 800-311-2006, or email ghana.prep@worldbibleschool.net. We will help you get ready.
- 4) Arrange for the use of a computer with Internet connectivity and a printing solution – preferably two-sided. Your church probably already has this equipment.
- 5) Get a scanner and tinker with it. They really are not hard to operate.
- 6) Plan for some scanning download-printing-upload practice in late August or early September. WBS will contact you to set up times to run tests.
- 7) Plan for your WBS team PREP work sessions per the attached schedule.
- 8) Keep praying all goes well. A lot of prayer and work has gone into these preparations, and the Lord has kindly opened many doors for us. We anticipate following His leadership into a successful execution of this project, but we can't do it without you. Please pray for the churches in Ghana who will take new believers into their family, the PREP Coordinator in Ghana, the local teachers we will recruit, the headmasters of schools we will approach, and the support of the Ministry of Education.

More questions?

**Contact Robin Cannon, Bill Colwell, or Brian Davis at
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Final Ghana PREP Activity Schedule for WBS Teams 2015-2017

Approximate Exchange Periods for Study Helpers ~ Subject to Moderate Changes

The one-week periods below are times you download, print, grade, scan, and upload Return Sheets

School Year 1

2015	Oct. 10 – 17	10th Grade - <i>The Way</i>
	Oct. 31 – Nov. 7	10th Grade - <i>God Has Spoken</i> Supplement
	Nov. 21 – 28	10th Grade - <i>God Has Spoken</i> Test
	(Winter Break)	
2016	Feb. 6 – 13	10th Grade - <i>This is Good News</i> Test
	Feb. 27 – Mar. 5	10th Grade - <i>Knowing Jesus</i> Supplement
	Mar. 19 – 26	10th Grade - <i>Knowing Jesus</i> Test
	(Spring Break)	
	Jun. 4 – 11	10th Grade - <i>Born of Water and Spirit</i> Supplement
	Jul. 1 – 9	10th Grade - <i>Born of Water and Spirit</i> Test
	(Summer Break)	

School Year 2

2016	Oct. 8 – 15	11th Grade - <i>Family of God</i> Supplement; 10th Grade - <i>The Way</i>
	Oct. 29 – Nov. 5	10th Grade - <i>God Has Spoken</i> Supplement
	Nov. 19 – 26	11th Grade - <i>Family of God</i> Test; 10th Grade - <i>God has Spoken</i> Test
	(Winter Break)	
2017	Feb. 4 – 11	11th Grade. - <i>Family of God</i> Supplement; 10th Grade - <i>This is Good News</i>
	Feb. 25 – Mar. 4	10th Grade - <i>Knowing Jesus</i> Supplement
	Mar. 18 – 25	11th Grade - <i>Family of God</i> Test; 10th Grade – <i>Knowing Jesus</i> Test
	(Spring Break)	
	Jun. 3 – 10	11th Grade - <i>Live a Life of Love</i> Supplement; 10th Grade – <i>Born of Water and Spirit</i> Supplement
	July 1 – 8	11th Grade - <i>Live a Life of Love</i> Test; 10th Grade - <i>Born of Water and Spirit</i> Test

The week prior to your exchange week, the PREP Center will be scanning and uploading you student's Return Sheets.

The week after you finish uploading, the PREP Center will be printing and distributing the Return Sheets to your students.