

Go!Connect Quick Start Guide

Welcome!

Thank you for allowing Biblical Business Training to partner with you in your Bible study. GO!Connect is a unique feature of BBT – it's the online small-group tool that brings together Curriculum, Coaching, Connectivity, and Contributions ... all into one place! This practical tool reduces administrative time and increases consistency. Go!Connect gives everyone in the group access to the Agenda and enhances fellowship, encouragement, and accountability. It is compatible with all mobile formats, so you could even lead your meetings straight from your tablet or phone.

This guide will help you start managing your group as quickly as possible. Please feel free to contact a coach if you have any questions or would like a personal walkthrough of Go!Connect. You can contact our coaches at <u>Coaches@b-b-t.org</u> or schedule an appointment with one of our coaches by visiting our ScheduleOnce page: <u>meetme.so/BBT-Coach</u>.

May God bless you in this new calling and mission!

The staff of Biblical Business Training

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1. Go to b-b-t.org, then click on the Go!Connect Login button in the upper right.



2. Enter the login information provided to you by your coach and click "Sign In".





3. This is your Go!Connect desktop. All the tools you need are listed in the left hand sidebar.



4. Click "Edit Profile" and complete your profile. From this page you can change your password to something you will be able to remember easily. Enter your temporary password and your new desired password. When you are done, click "Submit".

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	BT provides Biblical leadership	development and curriculum to small-group Bible study leaders, help	ing them grow in their relationship with Christ and equipping them to pour into	
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5. You are now ready for your first meeting. You can access your Group Leader Guide for the next meeting from the front page next time you log in.



6. After your meeting, take attendance and record the group's prayer requests by clicking "Attendance and Schedule Meeting". Click the appropriate box next to each participant, and type in any prayer requests they had, then click "Next".

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7. Next, confirm the details for your next meeting (make changes if needed) and click "Next".

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8. Next Go!Connect will send out the group's prayer requests, a summary of your meeting, and a calendar invite for the next meeting. You can edit the subject and text to make it more personal to your group. When finished, click "Send Email". Congratulations! You are now ready for your next meeting.

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