



BIBLICAL
BUSINESS
TRAINING

Go!Connect

Quick Start Guide

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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 Coaches@b-b-t.org or schedule an appointment with one of our coaches by visiting our ScheduleOnce page: meetme.so/BBT-Coach.

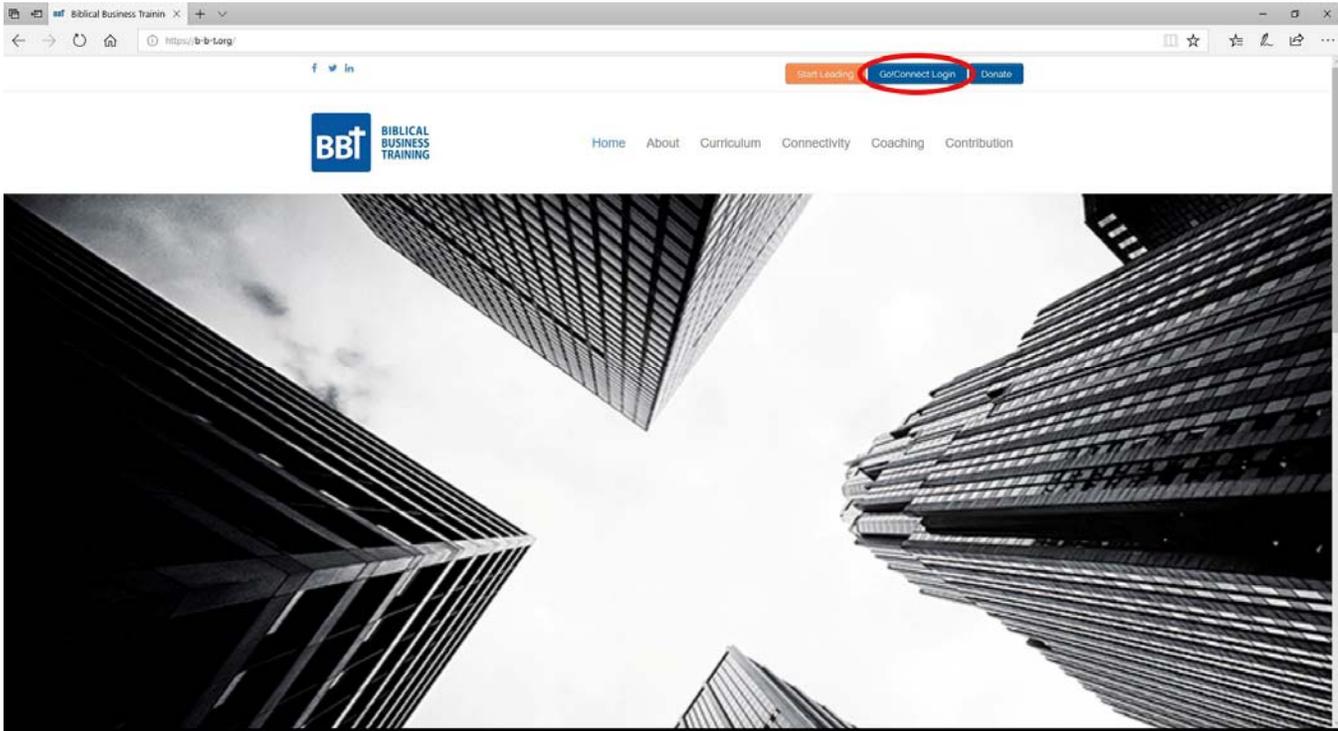
May God bless you in this new calling and mission!

The staff of Biblical Business Training

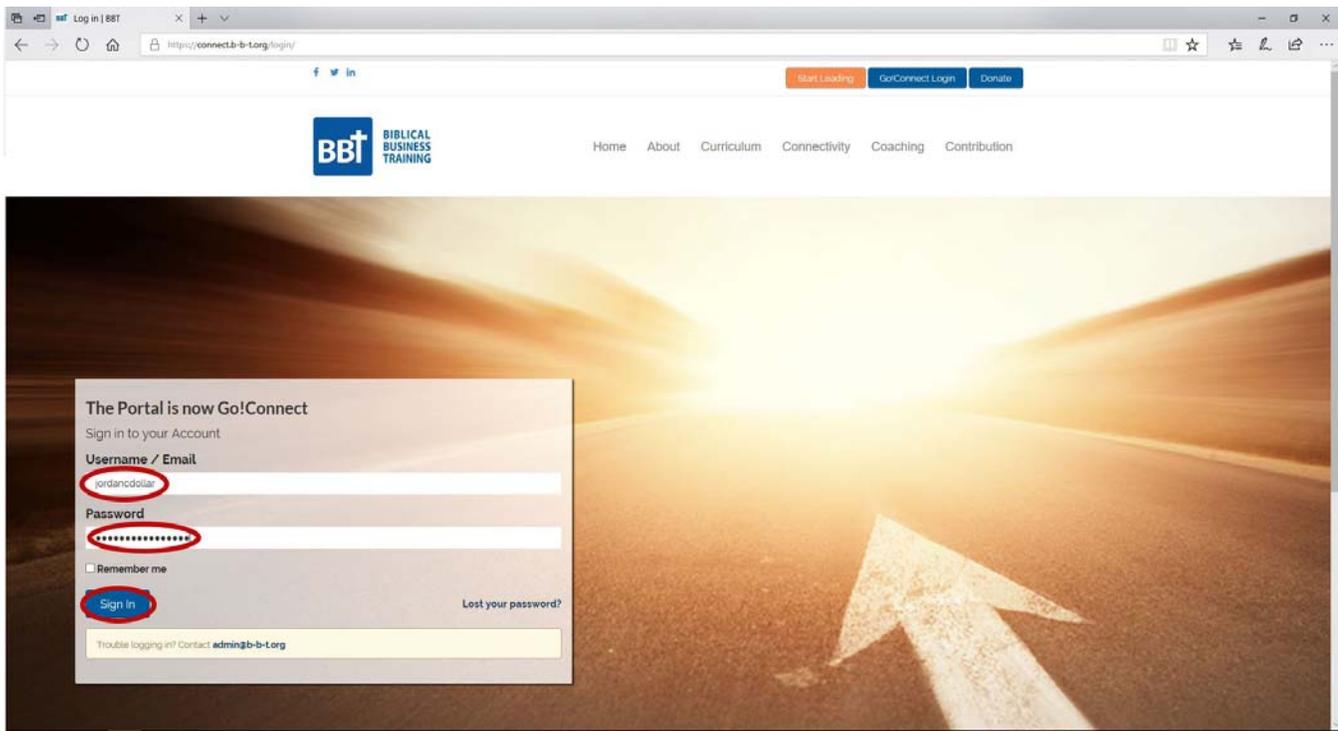
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1. Go to b-b-t.org, then click on the Go!Connect Login button in the upper right.

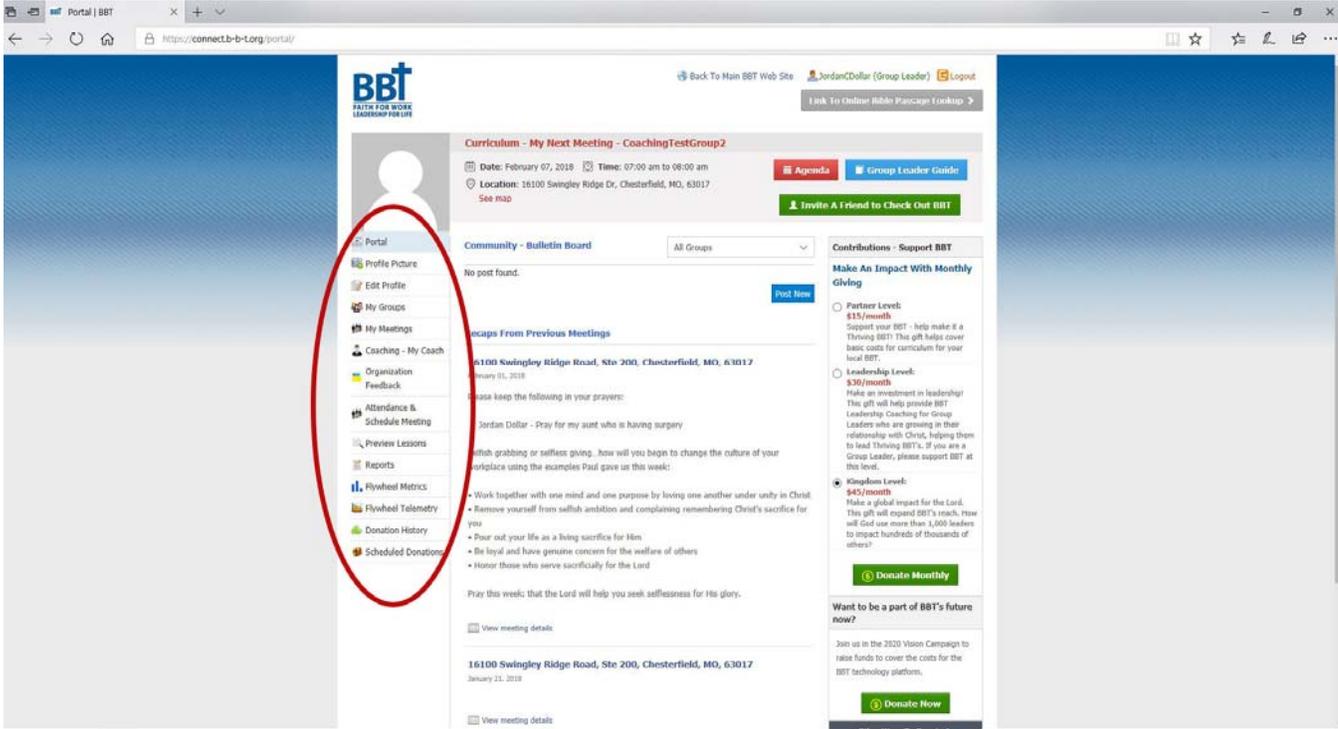


2. Enter the login information provided to you by your coach and click "Sign In".

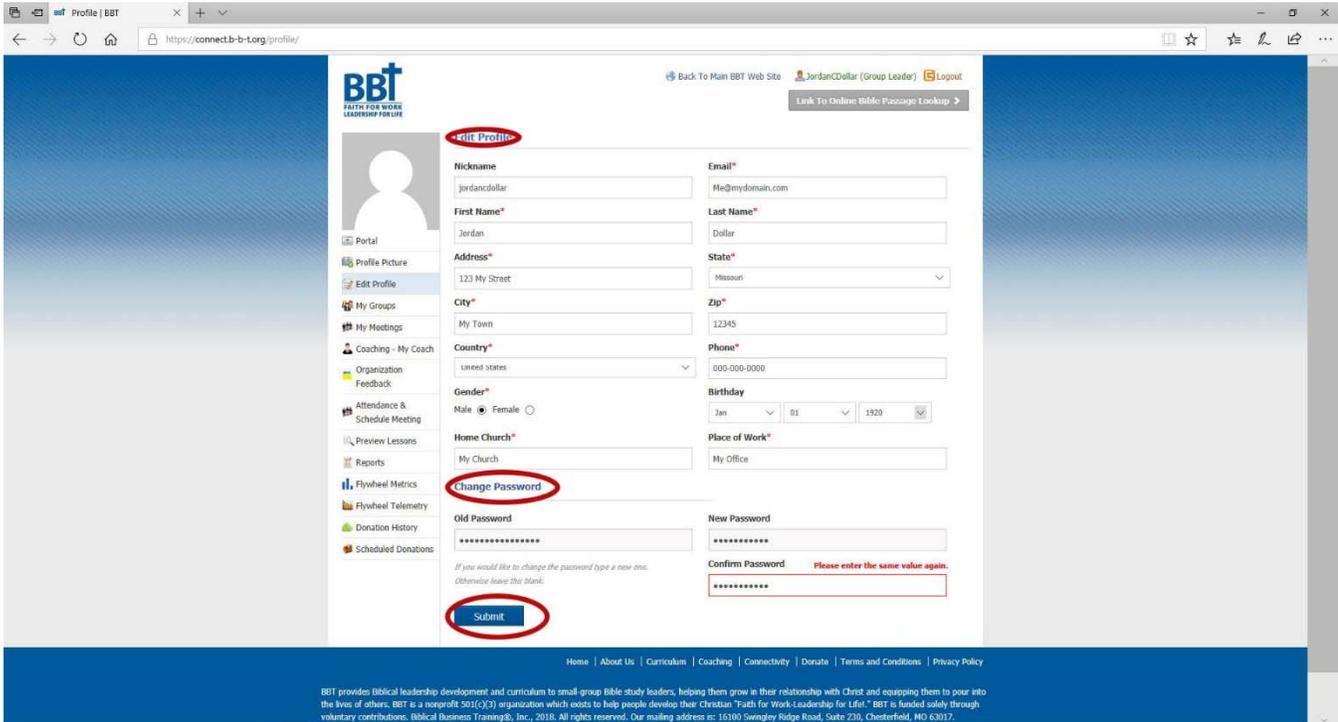


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3. This is your Go!Connect desktop. All the tools you need are listed in the left hand sidebar.



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

The screenshot shows the 'Schedule Meeting' interface for a group named 'CoachingTestGroup2'. The user is logged in as 'JordanCDollar (Group Leader)'. The page contains several sections: a left sidebar with navigation options like 'Portal', 'Profile Picture', 'My Groups', and 'My Meetings'; a main content area with a 'Please confirm the following for your next meeting' section containing fields for Day, Time, Timezone, Address, City, State, Zip, and Country; a 'Summary' section on the right with a table of meeting details; and an 'Agenda' section with dropdown menus for 'Volume of Curriculum' and 'Study'. A 'Next' button is circled in red at the bottom right of the main content area.

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.

The screenshot shows the 'Email Draft' interface for the same group. The 'From' field is filled with 'Jordan Dollar <jordandollar@gmail.com>'. The 'Subject' field contains '[Group:CoachingTestGroup2] 1st Foundation for Life Recap & Next Agenda'. The 'Attached' field shows a calendar invite file 'BBT_2018-02-07.ics'. The email body text is visible and includes a welcome message, prayer requests, and a thank you note. A 'Send Email' button is circled in red at the bottom right of the main content area.