

Master Guides Bible Achievement



All the information you need to prepare your Master Guides Bible Achievement team.

Contents

Introduction	5
Purpose	5
About.....	5
Scripture	5
Translations.....	5
Books.....	5
Multiple Languages.....	6
Version	6
Questions	6
Question Value	6
Question Distribution	6
Score	7
Response Timing.....	7
Requirements.....	8
Member Eligibility	8
Alternate	8
Teams	8
Team Leader	8
Coach.....	9
Uniform Requirements	9
Preparation	9
Memorization	9
Practice	9
Practice with other ministries.....	10
Meeting Frequency.....	10
Program.....	10
Registration	10
Levels.....	10
Area Level	10
Conference Level	11
Union Level	11
Division Level	11
Official Dates for Testing.....	11
Equipment & Supplies Needed	12
Room Setup.....	12

Disqualification	13
Individual Disqualification.....	13
Team Disqualification	13
Event	13
Event Preparation	13
Staff Briefing.....	14
Teams Check-in	14
Opening.....	14
Quiz Part One	14
Intermission	15
Quiz Part Two	15
Closing.....	15
Award presentation	15
Closing Prayer	15
Personnel & Their Duties	16
MGBA Coordinator.....	16
Quiz Master.....	16
Reader(s).....	16
Clerk	17
Scorekeeper	17
Scribe.....	17
Courier	17
Judge	17
Specific issues of grading	18
Challenges.....	18
Praise Team.....	18
Devotional Speaker	18
Award Recognition.....	19
Pins.....	19
Certificates	19
Notes.....	19

Introduction

What you read impacts you and the Bible shows us God's character and provides us God's revelation of himself to his people. In each section of the Bible, we see God's holy, unchanging, faithful, gracious, and loving character.

The North American Division (NAD) Master Guides Bible Achievement (MGBA) was developed to help Master Guides and young people meditate and reflect on what the Bible says and how it applies to their lives. It's to help Master Guides use what they study and apply it to their daily Achievement at home, school, and church.

For thousands of years the Bible has been read not only as history and God's Word, but also for personal edification. The Bible is full of individuals facing moral choices, life challenges, and frankly, situations that are applicable to us even today. As Paul wrote, "All Scripture is God-breathed and is useful for teaching, rebuking, correcting and training in righteousness, so that the man of God may be thoroughly equipped for every good work" (2 Timothy 3:16-17, NIV). The Bible is not just for us to keep to ourselves as individuals. It is also useful in helping others. We gain centuries of wisdom and are thus able to help others by studying the Bible.

Studying the Bible encourages Master Guides to grow stronger spiritually; and to outreach by leading out in Bible study groups with their friends and peers in Master Guides or at work or school.

Purpose

The purpose of The Master Guides Bible Achievement is to promote and encourage Bible study and memorization, so their understanding of scripture will increase and their relationship with Christ will grow.

About

The Master Guides Bible Achievement is a team-based challenge that tests the group's knowledge of sections of scripture. Each year a new block of scripture is assigned, and Master Guides commit to immersing themselves in passages of God's Word.

Scripture

Translations

- English: New King James
- Spanish: Reina Valera 1995 (RVR1995)

Books

The North American Division Master Guides Bible Achievement team will assign a book, books, or sections of books of the Bible, totaling between 40 and 50 chapters per year. The Master Guides Bible Achievement sometimes includes the relevant introductory text in the SDA Bible Commentary for the scriptures covered.

Multiple Languages

A team may answer an individual question in whatever language they are most comfortable with, but the entire answer for that question must be in the same language. If multiple languages are used, the answer will not be accepted. The language of the submitted answer will determine the official Bible translation used to judge the answer.

Version

Master Guides should be encouraged to use the latest edition of the New King James Version of the Bible. Teams are encouraged to bring along the actual Bible with which they studied as small variations of the same text exist.

Questions

The questions for each level of The Master Guides Bible Achievement will be distributed by the NAD Master Guides Bible Achievement Coordinator to the appropriate individuals at each participating Conference and Union.

All questions are prepared by people appointed by the NAD Master Guides Director. Questions are developed from the New King James Version of the Bible and the latest edition of the SDA Bible Commentary book introductions for the associated scriptural passages. Less than 5% of the questions will come from the commentary.

Questions are written to stand alone and be able to be answered individually. Most require single word or short phrase answers. The Master Guides Bible Achievement does not use multiple choice questions. There should be limited use of true and false questions. Questions should always include the scriptural reference.

The NAD Master Guides Bible Achievement Coordinator will coordinate the translation of all the questions into Spanish. All questions will be in harmony with the beliefs of the Seventh-day Adventist Church.

Question Value

- Each question will be given a point value.
- No half points will be awarded for one (1) point questions. Partial points can be awarded for questions over two (2) points.
- If there is a mistake with a question or provided answer, it will be nullified, the teams will receive the point and no other question will be added.
- No multiple choice questions.
- Direct quotes from the Bible and fill-in-the-blanks must be exact words in the exact order.
- All blank answers will receive a zero (0).

Question Distribution

Participating conferences will receive a copy of the questions in time for their area and Conference levels. Participating unions will receive a copy of the questions in time for their level. Each level will have a new set of questions that will increase in difficulty as the levels increase.

Score

100 questions will be asked at each level of play. Points are awarded for correct answers. Rankings are established by grading on the curve.

Ranking is as follows:

- A score of 90% or above, as compared to the top score earned at the event, earns the team 1st place standing.
- A score of 80-89%, as compared to the top score earned at the event, earns the team 2nd place standing.
- A score of less than or equal to 79%, as compared to the top score earned at the event, earns the team 3rd place standing.

Response Timing

Depending on the point value of the question, following the reading of the question in English and Spanish, the teams will be given a specified amount of time, without regard to whether the time is for discussion or writing. A “10 second” warning will be given prior to expiration of time.

At the end of the specified time, “time” will be called, and the scribe will hand their completed answer card to the Courier. No additional time will be granted.

Discussion/Response times:

- | | |
|---|---------------------|
| 1 | point = 25 seconds |
| 2 | points = 30 seconds |
| 3 | points = 35 seconds |
| 4 | points = 40 seconds |
| 5 | points = 45 seconds |
| 6 | points = 50 seconds |
| 7 | points = 55 seconds |
| 8 | points = 60 seconds |

Please note that the time is approximately, for longer than usual answers, additional 5 seconds will be added. The response time will be in the PowerPoint file.

Requirements

Member Eligibility

Master Guides are eligible to participate on a MGBA Team if they are a duly inducted Master Guide member for that club and are registered with the Conference. Each participant must sign an Integrity Pledge that is available online.

As with all Master Guide events, there must be a church board (or a board-appointed body) approval to participate in the MGBA as well as acknowledgement of the specific event dates for inclusion in the local church calendar.

Alternate

Each team is encouraged to have an alternate participant ready to fill in if a regular team member is unable to attend an event or becomes ill during an event. The alternate may also switch out with a regular team member at the intermission of the game. A switch is only allowed once per team, per game.

Teams

Teams are made up of two to six Master Guides plus an alternate from a single club. Clubs may have multiple teams participate, so long as each team has at least four unique Master Guides on each team. In certain instances where a club has a small number of eligible Master Guide team members, they may join with another Master Guides club in a similar situation, within the Conference, and form a participating MGBA team.

The Coach, in consultation with the club staff and the interested Master Guides, will need to establish specific team(s) that will participate. If a club has multiple teams and at one of the levels of testing a club team does not advance, no member of the non-advancing team may be added to or replace any team member of the team that does advance. No team member from any source may be added to or replace anyone on the team roster after the first level of official testing, except in rare or extreme circumstances. The Conference MGBA Director must be consulted and will be the final arbiter in those situations.

Teams should be as complete as possible. For example, a club would not be allowed to have three teams of four participants, but they could have two teams of six participants from that club.

Each team is comprised of the following:

- Two to six currently enrolled, and inducted Master Guides.
- One of them should be the Team Leader
- An alternate
- A non-playing Coach.

Team Leader

During play, it is the duty of the Team Leader to listen to the consultation of the team and then determine what answer will be written by the team member with the answer sheet.

It is also the duty of the Team Leader to determine if the team wishes to challenge the question.

Coach

A club staff member, Pastor, or elder acts as the team's Coach. Their role is to coordinate training and to motivate the team. Additional people are welcome to assist with training, but there should be one official or “chief” coach per club in charge of coordinating the MGBA efforts of the club.

Uniform Requirements

All team members must be in full dress uniform as described by the latest version of the NAD Master Guides Staff Manual to participate at any level event. This uniform normally includes dress uniform shirt with proper insignia, dress uniform pants or skirt, authorized socks or stockings, authorized shoes, Master Guides belt, Master Guides scarf and slide, and Master Guides Sash.

Preparation

Participation in the Master Guides Bible Achievement should not be made lightly or at the last minute. For you to achieve the purpose of the event, the Master Guide needs to have made a serious commitment to Bible study. To be fair to them, this means an early start and thorough preparations.

Club staff are encouraged to use the selected scripture as a thematic focus for meeting worships, outreach events and other activities as this will help reinforce the content, as well as connect non-participating Master Guides with those who are studying for the Master Guides Bible Achievement.

Memorization

Read the full text multiple times. To memorize the text, break the text into several blocks to focus on smaller sections. We recommend memorizing the text, while it takes lots of work, it is an extremely effective method of preparation for the challenge.

Practice

During the end of the year, have various individuals prepare practice questions covering the sections of scripture for the year and the related book introductions from The SDA Bible Commentary. Ask your Pastor, teachers, Sabbath School leaders, elders, and regular church members for help. You might even arrange to share practice questions with other clubs in your area or conference.

Questions must stand alone and be able to be answered individually. Questions should always include the scriptural reference. Most should require single word or short phrase answers. The Master Guides Bible Achievement does not use multiple choice questions. There should be limited use of true and false questions.

Practice with other ministries

Since Master Guides use the same books as the Pathfinders and Adventurers, this provides several opportunities for the Master Guides to take an active participation helping and coaching the pathfinders in their Bible Experience event.

Practice against other teams from within the club or other Master Guide club or special practice teams made up of church members or get other Master Guide Clubs together to hold practice events. This way you can share practice test questions and encourage each other.

Meeting Frequency

Meet each week for several hours to achieve the best result. Increase the meeting frequency to prepare for the event.

Program

Registration

In January the club should submit their registration form to the local conference. Your Conference may determine a different way to register. All forms are available online at MasterGuides.org. Click on Bible Achievement.

Levels

Play takes place at four levels: area, conference, union, and division. After participation in the local area event, all teams holding a first-place finish advance to the next level. After participation in the Conference event, all teams holding a first-place finish advance to the union level, and so on. That means that a team could participate in up to four different levels at four different locations.

Area Level

Conferences across the division use several different names and methods of dividing their territory into smaller geographic regions. Some call them regions, federations, sections, but most call them areas, so that is the term we use.

Area level events ideally would include two or more teams.

Within the conference, each team registers with the conference. The Conference coordinates the running of area level events based on the number and location of teams registered to participate.

The Conference or a Coordinator arranges a venue for each area level event. We recommend rotating the location to the various churches in the area represented by the participating teams.

In some cases, there might only be one team participating from an area in a conference. If this is the case, then multiple areas should be combined so there are at least two teams in the event.

In extreme cases you might have to join with teams from an entirely different Conference or union to compete at this level.

Conference Level

All teams with first place scores from the Area event are eligible for participation in the Conference level event.

A large enough facility should host the number of first place teams that would be participating at this level. First place teams from the area do not need to register for the Conference but they do need to confirm that they will be participating.

In some cases, there might be only one team in an entire conference. In this case the team will need to plan to participate in a neighboring Conference so that there are at least two teams in the event.

In extreme cases, you might have to join with teams from an entirely different union to compete at this level.

Union Level

All first-place teams from the Conference event are eligible to participate in the union level event.

A large enough facility should host the number of first place teams that would be participating at this level.

Each Conference will need to register their first-place teams with the Master Guides Bible Achievement Union Coordinator so proper arrangements can be made.

If there is no union Youth Director to lead out in the program, then one of the Conference Directors or a Conference Coordinator may coordinate this event.

In some cases, there might be only one team in an entire union. In this case the team will need to decide to participate in a neighboring union so that there are at least two teams in the event.

Division Level

All first-place teams from the union must have placed first in all three prior levels: area, conference, and union. You cannot skip a level; you must participate at all levels to be eligible to participate in the division level event.

Each Union will need to register their first-place teams with the Master Guides Bible Achievement Division Coordinator so that proper arrangements can be made.

A large enough facility would be chosen to host the event.

Official Dates for Testing

(Suggested dates)

Area - The third Sabbath in March

Conference - The first Sabbath of April

Union - The third Sabbath in April

Division - The first Sabbath in May

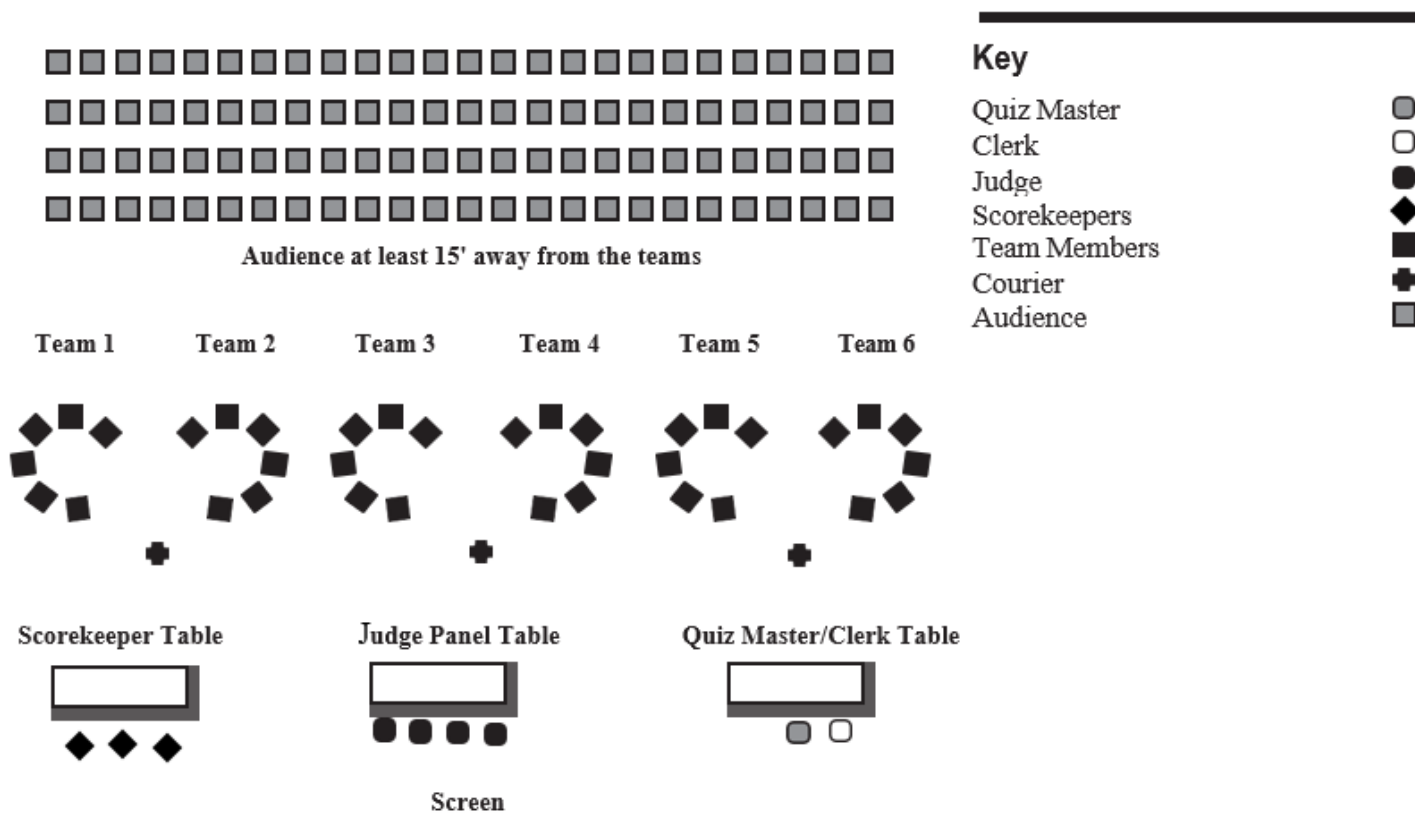
The local Area, Conference and Union may alter the date forward or backward a week according to their unique scheduling needs.

Equipment & Supplies Needed

Each location hosting the MGBA event will need to have certain equipment and supplies on hand.

- A laptop/computer with Microsoft PowerPoint
- A table for the laptop/computer
- A tablet or laptop for each Scorekeeper
- A large TV or a projector/Screen
- A stand for the TV or projector
- Cables to connect the computer to the projector.
- A PowerPoint presentation of the proper level questions and answers
- A podium and microphone.
- Table(s) and chairs for the Judges panel
- A table and chairs for the Clerk and Quiz Master.
- A stopwatch or other method of keeping accurate track of seconds of time for the Clerk.
- 100 answer sheets of pre-numbered paper or card stock per team
- Card stock for the challenge questions
- A basket for each judge (4)
- A pen or marker per team for writing answers

Room Setup



Disqualification

Individual Disqualification

A team member will be disqualified if:

- they are not wearing the complete dress uniform or
- they are not qualified to be a team member or
- they are in possession of notes, a Bible or electronic device.

Team Disqualification

Because the same questions are used in all areas, conferences, and unions, teams are prohibited from communicating with other teams regarding any official question being used and at any level of the Master Guides Bible Achievement program that year.

If this kind of contact takes place, the team would be disqualified from any further participation and would forfeit all standings from prior participation that year.

Each team member must sign an Integrity Pledge at each level affirming amongst other things, that they have not had usage of official questions except during the event itself. The Integrity Pledge is available online.

Point Disqualification & Team Expulsion

Any points earned during play, while being coached, commented to, or prodded by an audience member through any channel or method will be revoked.

A second instance during the same day of play will result in the team being expelled from play and makes them ineligible to participate in any higher levels that year. A second instance of coaching, etc. during the same day of play will result in the team being disqualified from that level and any future level that year.

Event

This section outlines the organizational needs and tasks of coordinators at all levels of the Master Guides Bible Achievement. Times listed are approximate.

Event Preparation - 1:00 pm

- Arrive at the site ahead of the starting time to have set up complete before the teams arrive.
- Confirm that the building is open, lights are on, temperature is set, and restrooms are accessible.
- Set up the equipment.
- Set up the tables and chairs for the Quiz Master, Clerk and the four Judges.
- Set up seating for the participating teams. Six members plus a courier.
- Set up chairs near the teams for their Courier. One Courier for every four teams.

Staff Briefing - 2:00 pm

- The MGBA Coordinator meets with the event staff to review the event, answer questions, and pray with them.

Teams Check-in - 2:15 pm

- As the teams check in, they are assigned a seating area (circle of chairs).
- Team members turn over all electronic devices, Bibles, and notes in their possession to club staff or attending parents.
- They are given their answer cards and their pen.
- They are introduced to the Courier.

Opening - 2:30 pm

- Posting the colors
- Pledge and Law
- Master Guides Song
- Prayer
- The Quiz Master welcomes the group and introduces the staff and the participating teams.
- The Quiz Master reviews the house rules, English reader instructions, Spanish reader instructions, challenges and disqualification.

Quiz Part One - 2:50 pm

- Half of the questions will be asked during part one.
- The Reader(s) will read the first 50 questions in English and then Spanish and after the break, the Reader(s) will read the second 50 questions in Spanish and then English.
- If the question is worth more than one point, the Reader(s) will announce the point value before reading the question. For example, "For two points."
- When the Reader(s) has read the question, the PowerPoint showing the timer will run for the designated time for that question. During this time, the team discusses, determines, and writes the answer. The Team Leader makes the final decision and tells the Scribe what to write.
- At 10 seconds from expiration of time, the Clerk will call "10 seconds." The scribe must write the answer on the answer card for that question. Answers may be written before time is called.
- At the expiration of time, the clerk will say "submit your answer", by which time the Scribe raises the answer card and gives it to a Courier, who walks the answer card to the judging panel.
- After the answer cards are collected - an appropriate pause of about 3-5 seconds - the Reader(s) will change the slide and read the answer following the same sequence of the first 50 answers in English and Spanish and after the break, the last 50 answers in Spanish and English.
- The judging panel considers the answers and determines the final point value of the answer, writing the score on the answer card. No direct appeal is allowed.
- A Courier will collect the answer cards from the judging panel and hand the answer card to the Scorekeeper who enters the point in the electronic form.

- If the team feels that a question and/or answer was created incorrectly, they will use up to 3 challenge cards and write the reason. The courier then gives the card to the judging panel. Regular play continues while appeals are being made.
- At the end of the half, the Quiz Master announces intermission.

Intermission - 3:35 pm

- 10 minutes
- During this time the Scorekeeper double checks the answer card and the points entered in the electronic form.
- During intermission, a team may choose to replace one of their team members with their designated alternate.
- Challenges will be addressed at the end of the second part.

Quiz Part Two - 3:45 pm

- The second half of the questions are asked.
- Play proceeds in the same manner as outlined in Quiz Part 1.
- At the end of the play and after the judge panel finishes grading the answers, the Scorekeeper submits the electronic form that will tally the scores and provides the results.
- The Scorekeeper then takes the answer cards to the Clerk.
- The Clerk will collect the answer cards for all the participating teams.

Closing - 4:30 pm

- The collection of an offering is at the discretion of the MGBA Coordinator. If one is collected, the funds should be used to defray the expenses of the program or to provide travel support to the teams moving on to the next level.
- Announcements can be presented.

Award presentation - 4:40 pm

- The MGBA Coordinator or the Quiz Master will present the awards earned during the event. Every team receives an award.
- To lessen the competitive spirit, exact points are not given or stated publicly during the program. Only the place standings are announced.
- Standings are announced by calling the clubs in alphabetical order and stating their standing. It is MGBA policy that specific scores are never announced or released.
- Each team receives a certificate of participation.
- Each individual participant receives a MGBA pin with the year and level.

Closing Prayer - 4:50 pm

Personnel & Their Duties

Personnel are appointed by the MGBA Coordinator for the level at which they will be working. For example, the Area MGBA Coordinator would appoint the Quiz Master, Reader, Clerk, Scorekeepers, Judges and Couriers for the Area level event.

MGBA Coordinator

The person responsible for the Master Guides Bible Achievement at each level. At the area level, this would normally be the Area Coordinator or designee*.

At the conference level, this would normally be the Conference Master Guides Director, Conference Youth Director, or designee*.

At the union level this would normally be the Union Master Guides Director / Coordinator, Union Youth Director, or designee.

At the division level this would normally be a person designated by the division Youth Director.

The MGBA Coordinators responsibilities are:

- Oversee organization of the event.
- Arrange for the needed personnel in a timely manner.
- Arrange for the meeting venue.
- Arrange the material for the event.
- in the case of Conference and union level coordinators, to act as contact with the division MGBA Coordinator

*a club without the Conference program should contact the division MGBA Coordinator directly for further instructions

Quiz Master

The Quiz Master acts as host for the event and with the assistance of the Reader, reads the questions in English and Spanish.

It is recommended that the MGBA Coordinator not be the Quiz Master so that they may deal with issues that may arise during play. Suggestions are Youth Director, Conference Master Guides Director, a Pastor, an area Coordinator or even a local Master Guides Director.

Reader(s)

The Reader along with the Quiz Master will read the questions in English and Spanish. Alternating the order to Spanish and English every other question.

Clerk

The Clerk regulates the time while the team determines the answer that would be recorded. The time begins after the question is read twice by the Quiz Master.

The Clerk will call "time" at the end of time loud enough for all the participating teams to hear.

The Clerk receives the completed answer cards from each Scorekeeper and assists in determining the final team standings.

The Clerk is appointed by the MGBA Coordinator at each level. They should be adults with no specific club affiliation.

Scorekeeper

Each team needs a Scorekeeper. They must be from a different club than the one they are grading. The Scorekeeper should be in class A uniform.

The Scorekeeper's job is to enter the points from the answer card given by the judges in the electronic score card and keep the team's answer cards.

It is also the Scorekeeper's duty to update the electronic score card if corrections need to be made.

The electronic score card can be a google form or similar that will tally the results.

Scribe

The scribe is whoever is writing the answer to the question. The pen/pencil and answer card may be passed to any person on the team to write the answer. It is not required that the scribe be only one designated person on the team.

Courier

The MGBA Coordinator will provide a Courier for every 2-4 teams or fraction thereof.

Couriers can be non-playing Adventurers, Pathfinders or TLTs. The Courier should be in class A uniform.

The Courier's job is to walk the challenges and answers given by the team leader to the panel of judges.

Judge

Four adults serve in the Judges Panel. Panel Judges should be individuals with biblical knowledge and a keen sense of fair play and justice. Pastors, church elders or Bible teachers would be excellent candidates for these positions. If two languages are used, we recommend bilingual judges or at least two judges per language. There could be up to three judges per language.

The Judge Panel meets one hour before the event to review the questions and confirm that they are as clear as possible. If there is any change made in a question, it must be modified on the Judges printed question list AND the PowerPoint the Quiz Master uses.

Each Judge will be labeled Judge A, Judge B, Judge C and Judge D. There will be a rotation where one Judge will receive all the answers for the same question. For example, Judge A will receive all the answers for question 1, Judge B will receive all the answers for question 2, Judge C will receive all the answers for question 3, and Judge D will receive all the answers for question 4, then Judge A will receive all the answers for question 5 and so on.

The Judges Panel determines the team's answer and provides a score for that question. A Courier will walk the graded answer to the Scorekeeper.

Specific issues of grading

- Accurate spelling is not required, but the answer must be recognizable.
- All answers to questions must be given to the Courier on time before the answers are given by the Quiz Master to be counted.
- Direct quotes from the Bible and fill-in-the-blanks must be exact words in the exact order.
- All blank or late answers will receive a zero.
- The judges are to uphold the answers given by the Quiz Master for each question. If the answer is different than the one given by the Quiz Master, it can only be accepted if it is found to be correct in the printed version of the New King James Version, Reina Valera 1995.

Challenges

Only Master Guides participating in the event will have the authority to challenge a question. Master Guide teams can challenge up to 3 questions using the challenge cards. The process to challenge is to send the card to the judging panel to let them know of the challenges. The judges will determine if the question needs to be reviewed and the Judge panel will decide to grant or deny the point(s). If the challenge will affect the area, conference, or union event, it will be escalated to the MGBA Coordinator for a resolution. The resolution may require granting the points for the question to all the teams.

Praise Team

A praise team, song leader, pianist, or guitarist, to lead a short song service at the beginning of the event.

Devotional Speaker

Someone to give a 10-minute devotional based on the section of scripture that is being covered.

Award Recognition

Pins

Each participant will receive an MGBA pin with the year and level.

Note: The MGBA pins may only be purchased by Conference and union leadership.

Master Guides Bible Achievement pins, year and level bars are available from AdventSource at www.adventsource.org or 402.486.8800.

Certificates

Each team participating receives a certificate indicating the level of play (area, conference, union, or division) and their standing (first, second, or third) in the event.

These certificates can be printed up before the event, except for their standing.

The certificate has a foil seal that is attached at the end of the event to indicate the standing of the team at the finish of the level event.

Notes

Travel & Lodging Expenses

Travel to and from the event location is the responsibility of the club unless other arrangements are made by your conference.

Meals

Meals for the team are the responsibility of the local club.

Sometimes the event host will arrange for snacks or a meal following the event.