

Homeschool
Life Management
VIDEO MANUAL



Homeschool
Life Management
VIDEO MANUAL One Semester



Pensacola, FL 32523-9100
an affiliate of PENSACOLA CHRISTIAN COLLEGE®

Textbooks & Materials

Student Materials

- 172391 • *Life Management under God (LMG)*
- 172413 • *Life Management under God Quizzes / Tests*

Teacher Materials

- 172421 • *Life Management under God Teacher Quiz / Test Key*

Other Materials

- 13269 • *Bible (Authorized King James Version)*
- 109061 • *Sing His Praise* hymnal

Homeschool *Life Management* Video Manual

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Contents

IntroductionT4
 General InformationT4
 Equipment and SuppliesT4
 Leading Students to ChristT5
 Subject Description.....T5
 Responsibilities of the Home TeacherT5
 Class ScheduleT6
 Giving/Grading Quizzes and ExamsT7
 Averaging GradesT9

Daily Guides (Lessons 1–85) 1

Appendix A..... A1
 Bible Memory Verse Passages A3
 Appendix BB1
 Study QuestionsB3
 Appendix C..... C1
 Home Teacher Materials Overview C3
 Contact Information..... C6
 Progress Reports..... C7

VIDEO TEACHER

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• Ed.S., Curriculum / Instruction

Introduction

The text *Life Management under God* is designed to give the student insight into how basic Bible teachings apply to his everyday life situations, problems, and decisions. The goal of this course is to have the student realize that every situation he will face has been foreseen and provided for in the Word of God. Through the biblical insights of *Life Management under God*, the complex and often confusing world that teens grow up in today can be made manageable and rich in opportunities to glorify God.

The goal of your Bible class should be to have every student know Jesus Christ as Savior and Lord and to help each student better love and obey the Word of God. Bible teaching reinforces the development of character and Christian living. The Bible is “the most effective character-forming power known to men” (Halley).

The Life Management video course consists of 85 lessons, providing Bible video instruction for four lessons each week and allowing one lesson for weekly chapel. Each video lesson is about 40 minutes in length and will fit best into a 50-minute class period. Ten minutes is allotted for students to study weekly Bible memorization.

General Information

The course materials have been carefully outlined so that you, as the home teacher, can easily supervise your student’s learning. Your main responsibilities are to ensure that the lessons are completed daily, to review material from the book for reinforcement, and to administer and supervise all quizzes and tests. In many ways, you are the key to your student’s progress in his courses. Your concern and diligence in helping him complete his

Equipment and Supplies

Before the first day of class, you should have the following items:

1. computer or DVD player

Establish accountability on the part of your student. Let him know that you expect him to listen, to learn, and to participate every day as if he were in the same classroom as the video students. When the video students stand and sing, he should stand and sing. He should recite the verses with the video class each day and participate in the reviews. Your student will receive the most benefit from these videos when he is involved in the class instead of simply watching it.

Homework for this class consists of reading text pages, memorizing verses each week, studying for content quizzes, and preparing for the Nine-Weeks or Final Verse Exam and the Nine-Weeks or Final Content Exam. Your student should be able to recite the assigned memory verses each week as a quiz. The Nine-Weeks and Final Verse Exams, however, are written verse exams.

Note: Lessons have been recorded for only 85 days although most school semesters are longer. The extra days are allotted for the scheduling of field trips or special events. Time could also be allotted for standardized testing available through Abeka Testing (1-877-223-5226).

work according to proper procedures will let him know you are determined to help him succeed.

Note: See Appendix C for additional information about grading and recording.

Plan a definite time and an environment conducive to learning for your student to complete his work each day. The video lessons are most beneficial when he participates with the class in all oral work.

2. computer monitor or television
3. desk and chair
4. video manuals

5. student textbooks
6. teacher materials

7. DVDs (if applicable)
8. other materials listed on p. T2

Leading Students to Christ

It is a humbling privilege to introduce our students to God who created them, loves them, and desires to have a personal relationship with them. Teaching our students about their need for God comes in the form of Bible lessons, as well as in day-to-day interactions. Because the decision to trust God for forgiveness is the most important decision of a lifetime, we must make this instruction a priority and prayerfully rely on the Holy Spirit to do His work in the heart of the student.

God's Word clearly explains our need for a personal relationship with Him. Following these biblical truths gives us a framework for communicating effectively with our students.

God is holy, but we are sinful. The loving God who created us is perfect and just. A spirit of humility allows us to see that our sin (anything we do or think that dishonors God) keeps us from having a personal relationship with Him.

But God, who is rich in mercy, for his great love wherewith he loved us . . .
— Ephesians 2:4

There is none holy as the LORD.
— 1 Samuel 2:2

As it is written, There is none righteous, no, not one. — Romans 3:10

Our sin deserves punishment which Jesus took for us. Jesus (God the Son) who was perfect took the eternal punishment we deserve by dying on the cross, making God's forgiveness available to us. His resurrection demonstrated His power over sin and death, making eternal life available to us.

For all have sinned, and come short of the glory of God. — Romans 3:23

But God commendeth his love toward us, in that, while we were yet sinners, Christ died for us. — Romans 5:8

For God so loved the world, that he gave his only begotten Son, that whosoever believeth in him should not perish, but have everlasting life. — John 3:16

Jesus said unto her, I am the resurrection, and the life: he that believeth in me, though he were dead, yet shall he live. — John 11:25

Trusting God's forgiveness begins a relationship with Him that will last forever. With an understanding of the need for forgiveness and God's plan for providing it, each person faces the personal decision to trust God's plan.

Believe on the Lord Jesus Christ, and thou shalt be saved. — Acts 16:31

Subject Description

Responsibilities of the Home Teacher

1. **Check Equipment.** Check the equipment each day to make sure it is running properly. Be ready to start on the right lesson.
2. **Follow the Daily Guides.** Check the Daily Guides each day to determine specific responsibilities for that day.
3. **Say the Pledge of Allegiance.** Lead your student in the Pledge each day (if your class begins the school day).
4. **Have Prayer Time.** Conduct your own prayer time with your student when indicated on the video. Discuss special prayer requests together and take turns praying. Prayer time is included in the first video lesson. You may wish to watch this portion of the lesson in preparation.
5. **Give Quizzes and Exams.** Four types of assessments are used to evaluate

your student's learning: oral verse quizzes, verse exams, content quizzes, and content exams. Oral verse quizzes occur weekly to check your student's memorization of selected passages. Students have content quizzes three or four times each nine weeks (quarter). These quizzes are over each unit. The content quizzes are located in *Life Management under God* Quizzes/Tests with answers and point values for each quiz in *Life Management under God* Teacher Quiz/Test Key. Verse and content exams are given at the end of a nine-week period (quarter) and are cumulative as indicated in the Daily Guides. You will be giving quizzes and exams as they occur in the lessons. Bible Memory Verse Passages for oral verse quizzes and written verse exams are listed on p. A3 of Appendix A in the back of this manual. For verse exams the Daily Guides tell you which verses to have the student review and write on notebook paper. Content exams are located in *Life Management under God* Quizzes/Tests

and the test key is found in *Life Management under God* Teacher Quiz/Test Key. Plan to remain in the room during any quiz or exam. Further quizzing and exam information is provided in the Giving/Grading Quizzes and Exams section on p. T7 of this manual.

6. **Provide Additional Help as Needed.** Consistent participation with the video class in all oral work is essential to your student's success. To prepare for oral verse quizzes and written verse exams, he can practice passages aloud with you or practice writing them. To prepare for unannounced content quizzes, he may want to review daily the pages taught in the most recent lessons. To prepare for content exams, encourage your student to use the video class review, the textbook, and his class notes. Do not use exam questions or paraphrasing of exam questions to guide his exam preparation. The answers to the study questions are located on pp. B3–B13 of Appendix B in the back of this manual.

Class Schedule

The following is a typical class schedule for Life Management with suggested times for students to participate.

1. Pre-Video Activities.

- a. *Pledge of Allegiance.* To help instill a sense of patriotism, begin each day with the Pledge of Allegiance. Your student may need to be reminded occasionally about correct posture and respect while saying the Pledge.
- b. *Verse Study Time.* Your student is allotted the first 10 minutes of each lesson to silently study his verses. Once each week, give the oral verse quiz during this time as designated in the Daily Guides.
- c. *Quizzes and Exams.* Quizzes and exams are scheduled in the Daily Guides. Weekly oral verse quizzes are given during the verse study time at the beginning of the lesson. Content quizzes are also given three or four times each quarter during the verse study time. Verse and Content Exams will take the entire class period.

2. Video Activities.

- a. *Hymns and Choruses.* Songs are taken from the *Sing His Praise* hymnal. (They are familiar songs found in many hymnals.)
- b. *Prayer Time.* Two minutes is allotted daily for you to have a time of prayer with your student.
- c. *Verses Introduction and Practice.* Your student will be memorizing Scripture passages with the video students this year. The video teacher introduces the new passage each week, and he should actively participate in reading/reciting the verses with the video students daily. The weekly quizzes are oral, the Nine-Weeks (Quarter) and Final Verse Exam are written. The verses for the semester are listed on p. A3 of Appendix A located in the back of this manual. This form may be duplicated as needed.

d. *Lesson Review.* Daily review is incorporated into each lesson. Comprehensive review days are scheduled periodically.

e. *Lesson.* New material will be presented daily to help your student grow in his knowledge of the Scriptures and apply biblical truths to his daily life.

Giving/Grading Quizzes and Exams

The following procedures are used by the video teacher in the classroom. Adapt these procedures to fit your situation while providing appropriate supervision in the handling of graded items.

Procedure for Giving/Grading Oral Verse Quizzes

You will be responsible for giving and grading the oral verse quizzes. The Daily Guides will indicate when a weekly oral verse quiz is to be given and the reference of the verses to be quizzed. Listen to the student recite the passage from memory during the 10 minutes which is normally allotted for verse study. The verse quizzes are averaged with the content quizzes at the end of each nine weeks (quarter). Count the average as two-thirds of the nine weeks (quarter) grade. See “Averaging Grades” section for more information.

Use the following procedures when giving verse quizzes.

1. Students clear their desks. They are not permitted to study during this time.
2. Individual students say verses for a grade.

3. Use an Authorized King James Version Bible to follow along as the passage is recited. Be sure to hold it in such a way that the student cannot read along while quoting the verses.
4. The following guidelines should be used when grading oral verses.

Student knows verse / passage.

No errors or hesitation A+

Slight error or hesitation A

Student needs help.

Couple of small errors B

Several errors of hesitation C

Student is struggling.

Not sufficiently prepared D

Student doesn't know verse / passage.

Not prepared at all F

Procedure for Giving/Grading Written Verse Exams

Each nine weeks (quarter), a cumulative verse exam is given. These written exams take an entire lesson. The Daily Guides for that lesson will give specific instructions about which verses students should write and how to grade these exams.

1. Students clear their desks and take out two clean sheets of notebook paper, two pens, a pencil, and a cover sheet, if needed.
2. Have students write their name at the top of the notebook paper before beginning the exam. Indicate which verses they should write. (The Daily Guides will have these references listed along with the starting words for each passage.)

3. Students take the exam in pen, writing the verses directly on the notebook paper. They will grade it in pencil. When students finish, either collect the papers to grade yourself or have students exchange papers and use their Bibles to grade the verses in class. They should put away their pens and use pencils for grading. The number of points to take off for each error varies with the exam. The Daily Guides tell how many points to subtract for each error. For easy reference when grading, the Bible Memory Verse Passages are included in Appendix A.
4. Subtract from 100 the total number of points missed and place the score above the student's name on the exam.

5. Have the grader return the exam to the owner.
6. Collect exams and go through them later, checking them, and recording grades in your grade book.

Procedure for Giving/Grading Content Quizzes

1. Students clear their desks and take out a pen, a pencil, and a cover sheet, if needed. Students should take quizzes in pen and grade them in pencil.
2. Hand out the quiz and have students write their name at the top before beginning the quiz. (Quizzes are located in *Life Management under God Quizzes/Tests*.)
3. The quiz should take approximately 10 minutes. The allotted time is shown on the video.
4. Instruct students to put their pens away (off their desks) and to grade in pencil.
5. Students exchange quizzes and graders sign their names at the bottom of the quiz.
6. Give instructions for grading—how many points to deduct for each wrong answer and how to mark the papers. (Having students grade the papers in a uniform manner saves time when you go through the papers later.) Grade the quizzes using the answers and point values given in *Life Management under God Quiz/Test Key*. On all graded items, subtract 1 point for each misspelled answer; do not subtract more than 5 total points.
7. Give correct answers.
8. Students figure the final grade by subtracting from 100 the total number of points missed. The grade should be written at the top of the paper.
9. If a student has a question about the quiz he is grading, have him place a question mark by both the number in question and the grade at the top.
10. Instruct students to return quizzes to the owners, who should check them briefly and pass them to the front.
11. Go through the quizzes later, checking for question marks and misspelled answers. Record the grades in your grade book.

Note: See Appendix C for additional information about grading and recording.

Procedure for Giving/Grading Content Exams

1. Students clear their desks of everything except two pens and one clean sheet of paper for a cover sheet, if needed.
2. Hand out the exam and have students write their name at the top before beginning the exam. (Exams are located in *Life Management under God Quizzes/Tests*.)
3. Explain any special directions. Students should finish during the time allotted. Also, tell students what is to be done when they finish the exam (e.g., what to study, etc.).
4. Students take the exam in pen, writing the answers directly on the exam.
5. Always provide adequate supervision until the exam is finished.
6. Collect and grade exams using answers and point values given in *Life Management under God Quiz/Test Key*. On graded content exams, subtract 1 point for each misspelled answer; do not subtract more than 5 total points. It is best not to record grades in your grade book until after going over the exams with the students.
7. Have all exams graded and ready to return in the next lesson.

Note: See Appendix C for additional information about grading and recording.

Procedure for Going over Graded Exams

1. Students clear their desks of everything except a pencil. Return graded exams.
2. To go over exams, read the answers in each section. Answer any questions your students may have about a particular exam question.
3. Provide adequate supervision while you are going over an exam. Students should not have any pens out while they have graded exams.
4. If students find that a question has been graded incorrectly, they should write (in pencil) the number of the incorrectly graded question with a question mark at the top of the first page.
5. Collect exams, check any questions, and record the grades in your grade book.

Averaging Grades

Grades should be averaged at the end of each nine weeks (quarter) following these procedures:

1. The average of all **quiz grades** will count as **two-thirds** of the quarter average.
2. The average of the two **exam grades** (verse and content) will count as **one-third** of the quarter average.
3. The **semester average** is calculated by averaging two quarter averages.

First Quarter Average

$\frac{2}{3}$ Quiz average

$\frac{1}{3}$ Exam average (verse and content)

Example:

Quiz average:	96	(counts twice because it is two-thirds of the average)
	96	
Cumulative exam:	<u>+ 90</u>	
Total:	282	$\div 3 = 94$

Second Quarter Average

$\frac{2}{3}$ Quiz average

$\frac{1}{3}$ Exam average (verse and content)

Example:

Quiz average:	93	(counts twice because it is two-thirds of the average)
	93	
Cumulative exam:	<u>+ 90</u>	
Total:	276	$\div 3 = 92$

Semester Average

First quarter average

Second quarter average

Example:

First quarter average:	94	
Second quarter average:	<u>+ 92</u>	
Total:	186	$\div 2 = 93$ (Semester average)

Life Management

Daily Guides

Daily Guides

Before you begin . . .

The introductory information of this manual along with the Daily Guides provides the assistance needed for a successful school year. The following reminders will help you get off to a great start.

Students' daily supplies:

- books from Abeka required for this course (see p. T2)
- pens
- pencils
- notebook paper
- assignment notebook
- spiral notebook (for taking class notes)
- Bible (Authorized King James Version)

Daily Guides information:

- Pages Taught — what material is covered daily
- Materials Needed — what things to have ready daily
- Teacher Instructions — what to do daily

Helpful tips:

- Explain your daily class procedures.
- Preview the first few lessons and other lessons as noted in the Daily Guides to familiarize yourself with the video teacher's procedures.
- Remember that your own quiet, orderly routines will be an important part of your learning environment.
- If particular procedures or activities used in the video classroom are not ideal for your unique situation, you should feel free to adjust to your needs. These may or may not be specifically mentioned in the Daily Guides.
- Mastery of key concepts as well as successful comprehension and retention naturally result from training your students to mentally participate and respond with the video class during reviews, drills, and questions.

We trust that these Daily Guides will be a great help as you begin an exciting new school year!

Lesson 1

Pages Taught:

Life Management under God (LMG) pp. 1–3

Materials Needed:

Bible (Authorized King James Version) (needed daily)

Sing His Praise hymnal (needed daily)

Life Management under God (LMG) (needed daily)

Life Management Bible Memory Verse Passages (from Appendix A in the back of this manual)

Teacher Instructions:

1. Explain your daily class procedures.
2. Check that each student has a copy of *Life Management under God (LMG)* and a Bible (Authorized King James Version).
3. Provide Life Management Bible Memory Verse Passages.
4. Have *Sing His Praise* hymnal available each day.
5. Turn on the video. (You may wish to watch this first video lesson to become familiar with classroom procedures. Especially watch the prayer time, which you will be conducting with your students each day.)
6. If time remains after each video lesson, allow students to begin their homework.

Homework:

Read *Life Management under God (LMG)* pp. 3–4. Study Joshua 1:7 and Isaiah 48:17–18 for oral verse quiz in lesson (les.) 4.

Lesson 2

Pages Taught:

Life Management under God (LMG) pp. 3–4

Teacher Instructions:

1. Have students study their Bible verses for 10 minutes each day before the video begins (except for quiz days). For this lesson, students should study Joshua 1:7 and Isaiah 48:17–18.
2. Turn on the video.

3. Have prayer time with your students when indicated on the video. Refer to the Prayer Time information in the front of this manual for detailed suggestions for conducting prayer time.

Homework:

Read *Life Management under God (LMG)* pp. 5–8 up to Guidelines for Him. Study Joshua 1:7 and Isaiah 48:17–18 for oral verse quiz in lesson (les.) 4.

Lesson 3

Pages Taught:

Life Management under God (LMG) pp. 5–8

Teacher Instructions:

1. Have students study Joshua 1:7 and Isaiah 48:17–18 for 10 minutes.
2. Turn on the video.
3. Have prayer time with your students when indicated on the video. Continue to do this daily throughout the remainder of the course. (This reminder will not be repeated after this lesson.)

Homework:

Review *Life Management under God (LMG)* pp. 1–8. Study Joshua 1:7 and Isaiah 48:17–18 for oral verse quiz in the next lesson.

Lesson 4

Teacher Instructions:

1. Students clear their desks.
2. Turn on the video.
3. Watch the sample oral verse quizzes to become familiar with procedures. The sample grades from the oral verse quizzes are given below:

Student 1	A
Student 2	B
Student 3	C
4. Turn off the video and give **Oral Verse Quiz** over **Joshua 1:7** and **Isaiah 48:17–18**. Individual students say their verses to you to be graded. Ten minutes is allotted for

verse quizzes. Refer to the Giving/Grading Quizzes and Exams section in the front of this manual for detailed instructions for giving/grading oral verse quizzes.

Note: Beginning in this lesson, the textbook includes Study Questions at the end of each unit as part of the review in class. Though these questions are never assigned outside of class review, answers are provided in Appendix B in the back of this manual for your reference throughout the course as desired.

5. Turn the video back on.

Homework:

Read *Life Management under God (LMG)* pp. 8–10 up to Getting Along with Your Parents. Study 1 Corinthians 6:18, 2 Timothy 2:22, and Deuteronomy 5:16 for oral verse quiz in lesson (les.) 9.

Lesson 5

Teacher Instructions:

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Lesson 6

Pages Taught:

Life Management under God (LMG) pp. 8–10

Teacher Instructions:

1. Complete remaining **Oral Verse Quizzes** (if any) over **Joshua 1:7** and **Isaiah 48:17–18**; then have students study 1 Corinthians 6:18, 2 Timothy 2:22, and Deuteronomy 5:16. The total time allotted for remaining quizzes and study is 10 minutes.
2. Turn on the video.

Homework:

Read *Life Management under God (LMG)* pp. 10–13 up to Getting Along with Brothers and Sisters. Study 1 Corinthians 6:18, 2 Timothy 2:22, and Deuteronomy 5:16 for oral verse quiz in lesson (les.) 9.

Lesson 7

Pages Taught:

Life Management under God (LMG) pp. 10–13

Teacher Instructions:

1. Have students study 1 Corinthians 6:18, 2 Timothy 2:22, and Deuteronomy 5:16 for 10 minutes.
2. Turn on the video.

Homework:

Read *Life Management under God (LMG)* pp. 13–15. Study 1 Corinthians 6:18, 2 Timothy 2:22, and Deuteronomy 5:16 for oral verse quiz in lesson (les.) 9.

Lesson 8

Pages Taught:

Life Management under God (LMG) pp. 13–15

Teacher Instructions:

1. Have students study 1 Corinthians 6:18, 2 Timothy 2:22, and Deuteronomy 5:16 for 10 minutes.
2. Turn on the video.

Homework:

Review *Life Management under God (LMG)* pp. 1–15. Study 1 Corinthians 6:18, 2 Timothy 2:22, and Deuteronomy 5:16 for oral verse quiz in the next lesson.

Lesson 9

Teacher Instructions:

1. Students clear their desks.
2. Give **Oral Verse Quiz** over **1 Corinthians 6:18, 2 Timothy 2:22, and Deuteronomy 5:16**. Individual students say their verses to you to be graded. Ten minutes is allotted for verse quizzes. Refer to the Giving/Grading Quizzes and Exams section in the front of this manual for detailed instructions for giving/grading oral verse quizzes. Follow this procedure for the remainder of the course.
3. Turn on the video.

Homework:

Read *Life Management under God* (LMG) pp. 16–17. Study Matthew 6:14–15 and Romans 13:7 for oral verse quiz in lesson (les.) 14.

Lesson 10**Teacher Instructions:**

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Lesson 11**Pages Taught:**

LMG pp. 16–17

Teacher Instructions:

1. Have students study Matthew 6:14–15 and Romans 13:7. Continue to give students 10 minutes of study time at the beginning of each lesson unless otherwise indicated.
2. Turn on the video.

Homework:

Read LMG pp. 18–20 up to Responding to Invitations. Study Matthew 6:14–15 and Romans 13:7 for oral verse quiz in lesson (les.) 14.

Lesson 12**Pages Taught:**

LMG pp. 18–20

Teacher Instructions:

1. Have students study Matthew 6:14–15 and Romans 13:7.
2. Turn on the video.

Homework:

Read LMG pp. 20–25. Study Matthew 6:14–15 and Romans 13:7 for oral verse quiz in lesson (les.) 14.

Lesson 13**Pages Taught:**

LMG pp. 20–25

Teacher Instructions:

1. Have students study Matthew 6:14–15 and Romans 13:7.
2. Turn on the video.

Homework:

Review LMG pp. 1–25. Study Matthew 6:14–15 and Romans 13:7 for oral verse quiz in the next lesson.

Lesson 14**Teacher Instructions:**

1. Give **Oral Verse Quiz** over **Matthew 6:14–15** and **Romans 13:7**.
2. Turn on the video.

Homework:

Read LMG pp. 26–28 up to Hiking Safety. Study Philippians 2:1–4 for oral verse quiz in lesson (les.) 19.

Lesson 15**Teacher Instructions:**

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Lesson 16**Pages Taught:**

LMG pp. 26–28

Materials Needed

Content Quiz 1 (one for each student; located in LMG Quizzes/Tests)
Teacher Key for Content Quiz 1 (from LMG Teacher Quiz/Test Key)

Teacher Instructions:

1. Students clear their desks and take out quiz materials (one clean sheet of paper for a cover sheet, a pen, and a pencil) before quizzes are distributed.
2. Students will take **Content Quiz 1**. You will be giving all quizzes. Refer to the Giving/Grading Quizzes and Exams section in the front of this manual for detailed instructions for giving/grading quizzes.
3. Collect quizzes and record grades. (See the *LMG* Teacher Quiz/Test Key for answers and point values; subtract from 100 the total number of points missed.)
Note: Subtract 1 point for each misspelled answer; do not subtract more than 5 total points.
4. Turn on the video.

Homework:

Read *LMG* pp. 28–31 up to First Aid. Study Philippians 2:1–4 for oral verse quiz in lesson (les.) 19.

Lesson 17

Pages Taught:

LMG pp. 28–31

Teacher Instructions:

1. Have students study Philippians 2:1–4.
2. Turn on the video.

Homework:

Review *LMG* pp. 26–31. Study Philippians 2:1–4 for oral verse quiz in les. 19.

Lesson 18

Teacher Instructions:

1. Have students study Philippians 2:1–4.
2. Turn on the video.

Homework:

Read *LMG* pp. 31–32 up to Abdominal Thrust for Choking Victim. Study Philippians 2:1–4 for oral verse quiz in the next lesson.

Lesson 19

Pages Taught:

LMG pp. 31–32

Teacher Instructions:

1. Give **Oral Verse Quiz** over **Philippians 2:1–4**.
2. Turn on the video.

Homework:

Read *LMG* pp. 32–35 up to Cardiopulmonary Resuscitation. Study Proverbs 3:25–26 for oral verse quiz in les. 24.

Lesson 20

Teacher Instructions:

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Lesson 21

Pages Taught:

LMG pp. 32–35

Teacher Instructions:

1. Have students study Proverbs 3:25–26.
2. Turn on the video.

Homework:

Read *LMG* pp. 35–38 up to Treatment for Shock. Study Proverbs 3:25–26 for oral verse quiz in les. 24.

Lesson 22

Pages Taught:

LMG pp. 35–38

Teacher Instructions:

1. Have students study Proverbs 3:25–26.
2. Turn on the video.

Homework:

Read *LMG* pp. 38–41 up to Alcohol and Tobacco. Study Proverbs 3:25–26 for oral verse quiz in les. 24.

Lesson **23****Pages Taught:***LMG* pp. 38–41**Teacher Instructions:**

1. Have students study Proverbs 3:25–26.
2. Turn on the video.

Homework:

Review *LMG* pp. 26–41 up to Alcohol and Tobacco. Study Proverbs 3:25–26 for oral verse quiz in the next lesson.

Lesson **24****Teacher Instructions:**

1. Give **Oral Verse Quiz** over **Proverbs 3:25–26**.
2. Turn on the video.

Homework:

Read *LMG* pp. 41–45. Study Proverbs 20:1; 31:4 for oral verse quiz in les. 29.

Lesson **25****Teacher Instructions:**

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Lesson **26****Pages Taught:***LMG* pp. 41–45**Teacher Instructions:**

1. Have students study Proverbs 20:1; 31:4.
2. Turn on the video.

Homework:

Read *LMG* pp. 45–47. Study Proverbs 20:1; 31:4 for oral verse quiz in les. 29.

Lesson **27****Pages Taught:***LMG* pp. 45–47**Teacher Instructions:**

1. Have students study Proverbs 20:1; 31:4.
2. Turn on the video.

Homework:

Read *LMG* pp. 48–53 up to Depressants and Tranquilizers. Study Proverbs 20:1; 31:4 for oral verse quiz in les. 29.

Lesson **28****Pages Taught:***LMG* pp. 48–53**Teacher Instructions:**

1. Have students study Proverbs 20:1; 31:4.
2. Turn on the video.

Homework:

Read *LMG* pp. 53–57. Study Proverbs 20:1; 31:4 for oral verse quiz in the next lesson.

Lesson **29****Pages Taught:***LMG* pp. 53–57**Teacher Instructions:**

1. Give **Oral Verse Quiz** over **Proverbs 20:1; 31:4**.
2. Turn on the video.

Homework:

Review *LMG* pp. 26–57. Study Matthew 15:18–20 and 1 Corinthians 6:19–20 for oral verse quiz in les. 34.

Lesson **30****Teacher Instructions:**

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Lesson 31

Teacher Instructions:

1. Have students study Matthew 15:18–20 and 1 Corinthians 6:19–20.
2. Turn on the video.

Homework:

Read *LMG* pp. 58–60 up to Vitamins. Study Matthew 15:18–20 and 1 Corinthians 6:19–20 for oral verse quiz in les. 34.

Lesson 32

Pages Taught:

LMG pp. 58–60

Materials Needed:

Content Quiz 2 (one for each student; located in *LMG* Quizzes/Tests)
Teacher Key for Content Quiz 2 (from *LMG* Teacher Quiz/Test Key)

Teacher Instructions:

1. Students clear their desks and take out quiz materials (one clean sheet of paper for a cover sheet, a pen, and a pencil) before quizzes are distributed.
2. Students will take **Content Quiz 2**. Refer to the Giving/Grading Quizzes and Exams section in the front of this manual for detailed instructions for giving/grading quizzes. Follow this procedure for the remainder of the course.
3. Collect quizzes and record grades. (See the *LMG* Teacher Quiz/Test Key for answers and point values; subtract from 100 the total number of points missed.)
Note: Subtract 1 point for each misspelled answer; do not subtract more than 5 total points.
4. Turn on the video.

Homework:

Read *LMG* pp. 60–62. Study Matthew 15:18–20 and 1 Corinthians 6:19–20 for oral verse quiz in les. 34.

Lesson 33

Pages Taught:

LMG pp. 60–62

Teacher Instructions:

1. Have students study Matthew 15:18–20 and 1 Corinthians 6:19–20.
2. Turn on the video.

Homework:

Read *LMG* pp. 63–68 up to Dealing with Stress and Fatigue. Study Matthew 15:18–20 and 1 Corinthians 6:19–20 for oral verse quiz in the next lesson.

Lesson 34

Pages Taught:

LMG pp. 63–68

Teacher Instructions:

1. Give **Oral Verse Quiz** over **Matthew 15:18–20** and **1 Corinthians 6:19–20**.
2. Turn on the video.

Homework:

Review *LMG* pp. 58–68. Study Matthew 6:25–26, Philippians 4:6–7, and Romans 8:28 for oral verse quiz in les. 39.

Lesson 35

Teacher Instructions:

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Lesson 36

Teacher Instructions:

1. Have students study Matthew 6:25–26, Philippians 4:6–7, and Romans 8:28.
2. Turn on the video.

Homework:

Read *LMG* pp. 68–72 up to Promoting Spiritual Health. Study Matthew 6:25–26, Philippians 4:6–7, and Romans 8:28 for oral verse quiz in les. 39.

Lesson 37

Pages Taught:

LMG pp. 68–72

Teacher Instructions:

1. Have students study Matthew 6:25–26, Philippians 4:6–7, and Romans 8:28.
2. Turn on the video.

Homework:

Read *LMG* pp. 72–77. Study Matthew 6:25–26, Philippians 4:6–7, and Romans 8:28 for oral verse quiz in les. 39.

Lesson 38

Pages Taught:

LMG pp. 72–77

Teacher Instructions:

1. Have students study Matthew 6:25–26, Philippians 4:6–7, and Romans 8:28.
2. Turn on the video.

Homework:

Review *LMG* pp. 58–77. Study Matthew 6:25–26, Philippians 4:6–7, and Romans 8:28 for oral verse quiz in the next lesson.

Lesson 39

Teacher Instructions:

1. Give **Oral Verse Quiz** over **Matthew 6:25–26, Philippians 4:6–7, and Romans 8:28**.
2. Turn on the video.

Homework:

Study all verses for (written) Nine-Weeks Verse Exam in les. 42.

Note: See p. A3 for the list of verses for the first nine weeks.

Lesson 40

Teacher Instructions:

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Lesson 41

Materials Needed:

Content Quiz 3
Teacher Key

Teacher Instructions:

1. Give, grade, and collect **Content Quiz 3**.
2. Turn on the video.

Homework:

Study all verses for (written) Nine-Weeks Verse Exam in the next lesson. Content Exam over pp. 1–77 will be in les. 43.

Note: See p. A3 for the list of verses for the first nine weeks.

Lesson 42

Teacher Instructions:

1. There is no video today.
2. Announce the homework assignment.
3. Students clear their desks and take out exam materials (three clean sheets of paper, two for the exam and one for a cover sheet; two pens; and a pencil) before they begin.
4. Give **Nine-Weeks Verse Exam**. The verses to test are given below. Refer to the Giving/Grading Quizzes and Exams section in the front of this manual for detailed instructions for giving/grading exams.

Matthew 15:18–20	
“But those things which . . .”	52
1 Corinthians 6:19–20	
“What? Know ye not . . .”	49
Proverbs 3:25–26	
“Be not afraid . . .”	31
Joshua 1:7	
“Only be thou . . .”	<u>43</u>
	175 total words

5. Collect and grade Nine-Weeks Verse Exams. Multiply the number wrong by .5 and subtract from 100 for the grade. (Do not take off points for punctuation or capitalization.)
Optional: You may have the students grade the exam in class. If you decide to do this, they should put their pens away and grade in pencil. Also, they should put only the number wrong in the top left corner of the paper. Check their work later and put the final grade on the paper.
6. Plan to return graded Nine-Weeks Verse Exams in les. 44.

Homework:

Prepare for the Nine-Weeks Content Exam (over Units 1–3 / pp. 1–77) in the next lesson.

Lesson 43

Materials Needed:

Nine-Weeks Content Exam (one for each student; located in *LMG* Quizzes / Tests)
Teacher Key for Nine-Weeks Content Exam (from *LMG* Teacher Quiz / Test Key)

Teacher Instructions:

1. There is no video today.
2. Announce the homework assignment.
3. Students clear their desks and take out exam materials (one clean sheet of paper for a cover sheet and two pens) before exams are distributed.
4. Give **Nine-Weeks Content Exam** over Units 1–3. Refer to the Giving / Grading Quizzes and Exams section in the front of this manual for detailed instructions for giving / grading exams.
5. Collect and grade Nine-Weeks Content Exams. (See the *LMG* Teacher Quiz / Test Key for answers and point values; subtract from 100 the total number of points missed.)
Note: Subtract 1 point for each misspelled answer; do not subtract more than 5 total points.
6. Plan to return graded Nine-Weeks Content Exams in les. 44.

Homework:

Read *LMG* pp. 78–82 up to To Get a Job. Study 1 Peter 2:2–3 and Isaiah 53:1–6 for an oral verse quiz in les. 49.

Lesson 44

Pages Taught:

LMG pp. 78–82

Materials Needed:

Graded Nine-Weeks Content Exam and Verse Exam (return to students)
Teacher Key

Teacher Instructions:

1. Have students study 1 Peter 2:2–3 and Isaiah 53:1–6.
2. Hand back and go over graded Nine-Weeks Content Exam and Verse Exam. Refer to the Giving / Grading Quizzes and Exams section in the front of this manual for detailed instructions for going over graded exams. Collect exams and record grades.
3. Turn on the video.

Homework:

Read *LMG* pp. 82–85 up to How to Get Along with Your Boss. Study 1 Peter 2:2–3 and Isaiah 53:1–6 for oral verse quiz in les. 49.

Lesson 45

Teacher Instructions:

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Lesson 46

Pages Taught:

LMG pp. 82–85

Teacher Instructions:

1. Have students study 1 Peter 2:2–3 and Isaiah 53:1–6.
2. Turn on the video.

Homework:

Read *LMG* pp. 85–89. Study 1 Peter 2:2–3 and Isaiah 53:1–6 for oral verse quiz in les. 49.

Lesson **47****Pages Taught:**

LMG pp. 85–89

Teacher Instructions:

1. Have students study 1 Peter 2:2–3 and Isaiah 53:1–6.
2. Turn on the video.

Homework:

Read *LMG* pp. 90–94. Study 1 Peter 2:2–3 and Isaiah 53:1–6 for oral verse quiz in les. 49.

Lesson **48****Pages Taught:**

LMG pp. 90–94

Teacher Instructions:

1. Have students study 1 Peter 2:2–3 and Isaiah 53:1–6.
2. Turn on the video.

Homework:

Review *LMG* pp. 78–94. Study 1 Peter 2:2–3 and Isaiah 53:1–6 for oral verse quiz in the next lesson.

Lesson **49****Teacher Instructions:**

1. Give **Oral Verse Quiz** over **1 Peter 2:2–3** and **Isaiah 53:1–6**.

Note: Continuing in this lesson, the textbook includes Study Questions at the end of each unit as part of the review in class. Though these questions are never assigned outside of class review, answers are provided in Appendix B in the back of this manual for your reference throughout the course as desired.

2. Turn on the video.

Homework:

Read *LMG* pp. 95–99 up to Managing Your Money. Study Deuteronomy 8:18–19 and Psalm 90:12 for oral verse quiz in les. 54.

Lesson **50****Teacher Instructions:**

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Lesson **51****Pages Taught:**

LMG pp. 95–99

Materials Needed:

Content Quiz 4
Teacher Key

Teacher Instructions:

1. Give, grade, and collect **Content Quiz 4**.
2. Turn on the video.

Homework:

Read *LMG* pp. 99–102. Study Deuteronomy 8:18–19 and Psalm 90:12 for oral verse quiz in les. 54.

Lesson **52****Pages Taught:**

LMG pp. 99–102

Teacher Instructions:

1. Have students study Deuteronomy 8:18–19 and Psalm 90:12.
2. Turn on the video.

Homework:

Read *LMG* pp. 103–106. Study Deuteronomy 8:18–19 and Psalm 90:12 for oral verse quiz in les. 54.

Lesson **53****Pages Taught:**

LMG pp. 103–106

Teacher Instructions:

1. Have students study Deuteronomy 8:18–19 and Psalm 90:12.
2. Turn on the video.

Homework:

Review *LMG* pp. 95–106. Study Deuteronomy 8:18–19 and Psalm 90:12 for oral verse quiz in the next lesson.

Lesson 54

Teacher Instructions:

1. Give **Oral Verse Quiz** over **Deuteronomy 8:18–19** and **Psalm 90:12**.
2. Turn on the video.

Homework:

Read *LMG* pp. 107–108. Study Isaiah 40:28–31 for oral verse quiz in les. 59.

Lesson 55

Teacher Instructions:

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Lesson 56

Pages Taught:

LMG pp. 107–108

Materials Needed:

Content Quiz 5
Teacher Key

Teacher Instructions:

1. Give, grade, and collect **Content Quiz 5**.
2. Turn on the video.

Homework:

Read *LMG* pp. 109–110 up to Fornication and Adultery. Study Isaiah 40:28–31 for oral verse quiz in les. 59.

Lesson 57

Pages Taught:

LMG pp. 109–110

Teacher Instructions:

1. Have students study Isaiah 40:28–31.
2. Turn on the video.

Homework:

Review *LMG* pp. 107–110. Study Isaiah 40:28–31 for oral verse quiz in les. 59.

Lesson 58

Teacher Instructions:

1. Have students study Isaiah 40:28–31.
2. Turn on the video.

Homework:

Read *LMG* pp. 110–112 up to Living with Your Spouse. Study Isaiah 40:28–31 for oral verse quiz in the next lesson.

Lesson 59

Pages Taught:

LMG pp. 110–112

Teacher Instructions:

1. Give **Oral Verse Quiz** over **Isaiah 40:28–31**.
2. Turn on the video.

Homework:

Read *LMG* pp. 112–115 up to Arguments and Armistice. Study Ephesians 5:21–28 for oral verse quiz in les. 64.

Lesson 60

Teacher Instructions:

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Lesson 61

Pages Taught:

LMG pp. 112–115

Teacher Instructions:

1. Have students study Ephesians 5:21–28.
2. Turn on the video.

Homework:

Read *LMG* pp. 115–118 up to Looking at Divorce from a Biblical Perspective. Study Ephesians 5:21–28 for oral verse quiz in les. 64.

Lesson 62

Pages Taught:

LMG pp. 115–118

Teacher Instructions:

1. Have students study Ephesians 5:21–28.
2. Turn on the video.

Homework:

Read *LMG* pp. 118–122 up to Sexually Transmitted Diseases. Study Ephesians 5:21–28 for oral verse quiz in les. 64.

Lesson 63

Pages Taught:

LMG pp. 118–122

Teacher Instructions:

1. Have students study Ephesians 5:21–28.
2. Turn on the video.

Homework:

Read *LMG* pp. 122–125. Study Ephesians 5:21–28 for oral verse quiz in the next lesson.

Lesson 64

Pages Taught:

LMG pp. 122–125

Teacher Instructions:

1. Give **Oral Verse Quiz** over Ephesians 5:21–28.
2. Turn on the video.

Homework:

Review *LMG* pp. 107–125. Study Matthew 19:4–9 for oral verse quiz in les. 69.

Lesson 65

Teacher Instructions:

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Lesson 66

Teacher Instructions:

1. Have students study Matthew 19:4–9.
2. Turn on the video.

Homework:

Read *LMG* pp. 126–129 up to Difficulties for Evolutionists. Study Matthew 19:4–9 for oral verse quiz in les. 69.

Lesson 67

Pages Taught:

LMG pp. 126–129

Materials Needed:

Content Quiz 6
Teacher Key

Teacher Instructions:

1. Give, grade, and collect **Content Quiz 6**.
2. Turn on the video.

Homework:

Read *LMG* pp. 129–132 up to What Difference Does It Make? Study Matthew 19:4–9 for oral verse quiz in les. 69.

Lesson 68

Pages Taught:

LMG pp. 129–132

Teacher Instructions:

1. Have students study Matthew 19:4–9.
2. Turn on the video.

Homework:

Read *LMG* pp. 132–136. Study Matthew 19:4–9 for oral verse quiz in the next lesson.

Lesson 69

Pages Taught:

LMG pp. 132–136

Teacher Instructions:

1. Give **Oral Verse Quiz** over **Matthew 19:4–9**.
2. Turn on the video.

Homework:

Review *LMG* pp. 126–136. Study Isaiah 64:6–8 for oral verse quiz in les. 74.

Lesson 70

Teacher Instructions:

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Lesson 71

Teacher Instructions:

1. Have students study Isaiah 64:6–8.
2. Turn on the video.

Homework:

Read *LMG* pp. 137–139 up to Reasons Given for Abortion. Study Isaiah 64:6–8 for oral verse quiz in les. 74.

Lesson 72

Pages Taught:

LMG pp. 137–139

Teacher Instructions:

1. Have students study Isaiah 64:6–8.
2. Turn on the video.

Homework:

Read *LMG* pp. 139–141 up to What Pro-abortionists Say. Study Isaiah 64:6–8 for oral verse quiz in les. 74.

Lesson 73

Pages Taught:

LMG pp. 139–141

Teacher Instructions:

1. Have students study Isaiah 64:6–8.
2. Turn on the video.

Homework:

Read *LMG* pp. 141–147. Study Isaiah 64:6–8 for oral verse quiz in the next lesson.

Lesson 74

Pages Taught:

LMG pp. 141–147

Teacher Instructions:

1. Give **Oral Verse Quiz** over **Isaiah 64:6–8**.
2. Turn on the video.

Homework:

Review *LMG* pp. 126–147. Study Hebrews 11:3, Romans 1:25, and Nehemiah 9:6 for oral verse quiz in les. 79.

Lesson 75

Teacher Instructions:

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Lesson **76****Teacher Instructions:**

1. Have students study Hebrews 11:3, Romans 1:25, and Nehemiah 9:6.
2. Turn on the video.

Homework:

Read *LMG* pp. 148–149. Study Hebrews 11:3, Romans 1:25, and Nehemiah 9:6 for oral verse quiz in les. 79.

Lesson **77****Pages Taught:**

LMG pp. 148–149

Teacher Instructions:

1. Have students study Hebrews 11:3, Romans 1:25, and Nehemiah 9:6.
2. Turn on the video.

Homework:

Read *LMG* pp. 150–152 up to Internet and Social Media. Study Hebrews 11:3, Romans 1:25, and Nehemiah 9:6 for oral verse quiz in les. 79.

Lesson **78****Pages Taught:**

LMG pp. 150–152

Teacher Instructions:

1. Have students study Hebrews 11:3, Romans 1:25, and Nehemiah 9:6.
2. Turn on the video.

Homework:

Read *LMG* pp. 152–155 up to Communications and Connectivity. Study Hebrews 11:3, Romans 1:25, and Nehemiah 9:6 for oral verse quiz in the next lesson.

Lesson **79****Pages Taught:**

LMG pp. 152–155

Teacher Instructions:

1. Give **Oral Verse Quiz** over **Hebrews 11:3, Romans 1:25, and Nehemiah 9:6**.
2. Turn on the video.

Homework:

Read *LMG* pp. 155–158. Study all verses for Final Verse Exam in les. 83.

Note: See p. A3 for the list of all verses.

Lesson **80****Teacher Instructions:**

No video today. This day is set aside for chapel, Bible review, or other Bible-related activity.

Note: Students will take the Final Verse Exam in les. 83 and the Final Content Exam in les. 85. Plan to allow 20–30 minutes extra for these exams. Students should not have more than two major exams in one day.

Lesson **81****Pages Taught:**

LMG pp. 155–158

Teacher Instructions:

1. Have students study for Final Verse Exam.
2. Turn on the video.

Homework:

Study all verses for Final Verse Exam in les. 83 and Units 1–3 for Final Content Exam in les. 85.

Note: See p. A3 for the list of all verses.

Lesson 82

Materials Needed:

Content Quiz 7
Teacher Key

Teacher Instructions:

1. Give, collect, and grade **Content Quiz 7**.
2. Turn on the video.

Homework:

Study all verses for Final Verse Exam in the next lesson.

Note: See p. A3 for the list of all verses.

Lesson 83

Teacher Instructions:

1. There is no video today.
2. Announce the homework assignment.
3. Students clear their desks and take out exam materials (three clean sheets of paper, two for the exam and one for a cover sheet; two pens; and a pencil) before they begin.
4. Give **Final Verse Exam**. The verses to test are given below. Refer to the Giving/Grading Quizzes and Exams section in the front of this manual for detailed instructions for giving/grading exams.

Note: Students will take the Final Verse Exam.

Plan to allow 20–30 minutes extra for this exam.

Proverbs 20:1

“Wine is a mocker . . .” 16

Joshua 1:7

“Only be thou . . .” 43

Psalm 90:12

“So teach us to . . .” 15

Isaiah 40:28–31

“Hast thou not known? . . .” 98

Hebrews 11:3

“Through faith we . . .” $\frac{28}{200}$ total words

5. Collect and grade Final Verse Exams. Multiply the number wrong by .5 and subtract from 100 for the grade. (Do not take off points for punctuation or capitalization.)

Optional: You may have the students grade the exam in class. If you decide to do this, they should put their pens away and grade in pencil. Also, they should put only the number wrong in the top left corner of the paper. Check their work later and put the final grade on the paper.

Homework:

Study *LMG* Units 4–7 for the Final Content Exam in les. 85.

Lesson 84

Teacher Instructions:

1. Have students study for Final Content Exam.
2. Turn on the video.

Homework:

Study *LMG* Units 1–7/pp. 1–158 for Final Content Exam in the next lesson.

Lesson 85

Materials Needed:

Final Content Exam (one for each student; located in *LMG* Quizzes/Tests)
Teacher Key for Final Content Exam (from *LMG* Teacher Quiz/Test Key)

Teacher Instructions:

1. There is no video today.
2. Students clear their desks and take out exam materials (one clean sheet of paper for a cover sheet and a pen) before exams are distributed.
3. Give **Final Content Exam** over Units 1–7. Refer to the Giving/Grading Quizzes and Exams section in the front of this manual for detailed instructions for giving/grading tests.
Note: Students will take the Final Content Exam. Plan to allow 20–30 minutes extra for this exam. Students should not have more than two major exams in one day.
4. Collect and grade Final Content Exams. (See the *LMG* Teacher Quiz/Test Key for answers and point values; subtract from 100 the total number of points missed.)
Note: Subtract 1 point for each misspelled answer; do not subtract more than 5 total points.

Congratulations!

We trust you had a successful and enjoyable semester. Please let us know how we can serve your commitment to Christian education in the future.

Sincerely,
the Abeka team

Life Management

Appendix A

Bible Memory Verse Passages

Appendix A

Bible Memory Verse Passages for Life Management

First Quarter:

Verse Quiz 1

Joshua 1:7

Only be thou strong and very courageous, that thou mayest observe to do according to all the law, which Moses my servant commanded thee: turn not from it to the right hand or to the left, that thou mayest prosper whithersoever thou goest.

Isaiah 48:17–18

Thus saith the LORD, thy Redeemer, the Holy One of Israel; I am the LORD thy God which teacheth thee to profit, which leadeth thee by the way that thou shouldst go. O that thou hadst hearkened to my commandments! then had thy peace been as a river, and thy righteousness as the waves of the sea.

Verse Quiz 2

1 Corinthians 6:18

Flee fornication. Every sin that a man doeth is without the body; but he that committeth fornication sinneth against his own body.

2 Timothy 2:22

Flee also youthful lusts: but follow righteousness, faith, charity, peace, with them that call on the Lord out of a pure heart.

Deuteronomy 5:16

Honour thy father and thy mother, as the LORD thy God hath commanded thee; that thy days may be prolonged, and that it may go well with thee, in the land which the LORD thy God giveth thee.

Verse Quiz 3

Matthew 6:14–15

For if ye forgive men their trespasses, your heavenly Father will also forgive you: But if ye forgive not men their trespasses, neither will your Father forgive your trespasses.

Romans 13:7

Render therefore to all their dues: tribute to whom tribute is due; custom to whom custom; fear to whom fear; honour to whom honour.

Verse Quiz 4

Philippians 2:1–4

If there be therefore any consolation in Christ, if any comfort of love, if any fellowship of the Spirit, if any bowels and mercies, Fulfil ye my joy, that ye be likeminded, having the same love, being of one accord, of one mind. Let nothing be done through strife or vainglory; but in lowliness of mind let each esteem other better than themselves. Look not every man on his own things, but every man also on the things of others.

Verse Quiz 5

Proverbs 3:25–26

Be not afraid of sudden fear, neither of the desolation of the wicked, when it cometh. For the LORD shall be thy confidence, and shall keep thy foot from being taken.

Verse Quiz 6

Proverbs 20:1

Wine is a mocker, strong drink is raging: and whosoever is deceived thereby is not wise.

Proverbs 31:4

It is not for kings, O Lemuel, it is not for kings to drink wine; nor for princes strong drink.

Verse Quiz 7

Matthew 15:18–20

But those things which proceed out of the mouth come forth from the heart; and they defile the man. For out of the heart proceed evil thoughts, murders, adulteries, fornications, thefts, false witness, blasphemies: These are the things which defile a man: but to eat with unwashen hands defileth not a man.

1 Corinthians 6:19–20

What? know ye not that your body is the temple of the Holy Ghost which is in you, which ye have of God, and ye are not your own? For ye are bought with a price: therefore glorify God in your body, and in your spirit, which are God's.

Verse Quiz 8

Matthew 6:25–26

Therefore I say unto you, Take no thought for your life, what ye shall eat, or what ye shall drink; nor yet for your body, what ye shall put on. Is not the life more than meat, and the body than raiment? Behold the fowls of the air: for they sow not, neither do they reap, nor gather into barns; yet your heavenly Father feedeth them. Are ye not much better than they?

Philippians 4:6–7

Be careful for nothing; but in every thing by prayer and supplication with thanksgiving let your requests be made known unto God. And the peace of God, which passeth all understanding, shall keep your hearts and minds through Christ Jesus.

Romans 8:28

And we know that all things work together for good to them that love God, to them who are the called according to his purpose.

Second Quarter:

Verse Quiz 9

1 Peter 2:2–3

As newborn babes, desire the sincere milk of the word, that ye may grow thereby: If so be ye have tasted that the Lord is gracious.

Isaiah 53:1–6

Who hath believed our report? and to whom is the arm of the LORD revealed? For he shall grow up before him as a tender plant, and as a root out of a dry ground: he hath no form nor comeliness; and when we shall see him, there is no beauty that we should desire him. He is despised and rejected of men; a man of sorrows, and acquainted with grief: and we hid as it were our faces from him; he was despised, and we esteemed him not. Surely he hath borne our griefs, and carried our sorrows: yet we did esteem him stricken, smitten of God, and afflicted. But he was wounded for our transgressions, he was bruised for our iniquities: the chastisement of our peace was upon him; and

with his stripes we are healed. All we like sheep have gone astray; we have turned every one to his own way; and the LORD hath laid on him the iniquity of us all.

Verse Quiz 10

Deuteronomy 8:18–19

But thou shalt remember the LORD thy God: for it is he that giveth thee power to get wealth, that he may establish his covenant which he sware unto thy fathers, as it is this day. And it shall be, if thou do at all forget the LORD thy God, and walk after other gods, and serve them, and worship them, I testify against you this day that ye shall surely perish.

Psalms 90:12

So teach us to number our days, that we may apply our hearts unto wisdom.

Verse Quiz 11

Isaiah 40:28–31

Hast thou not known? hast thou not heard, that the everlasting God, the LORD, the Creator of the ends of the earth, fainteth not, neither is weary? there is no searching of his understanding. He giveth power to the faint; and to them that have no might he increaseth strength. Even the youths shall faint and be weary, and the young men shall utterly fall: But they that wait upon the LORD shall renew their strength; they shall mount up with wings as eagles; they shall run, and not be weary; and they shall walk, and not faint.

Verse Quiz 12

Ephesians 5:21–28

Submitting yourselves one to another in the fear of God. Wives, submit yourselves unto your own husbands, as unto the Lord. For the husband is the head of the wife, even as Christ is the head of the church: and he is the saviour of the body. Therefore as the church is subject unto Christ, so let the wives be to their own husbands in every thing. Husbands, love your wives, even as Christ also loved the church, and gave himself for it; That he

might sanctify and cleanse it with the washing of water by the word, That he might present it to himself a glorious church, not having spot, or wrinkle, or any such thing; but that it should be holy and without blemish. So ought men to love their wives as their own bodies. He that loveth his wife loveth himself.

Verse Quiz 13

Matthew 19:4–9

And he answered and said unto them, Have ye not read, that he which made them at the beginning made them male and female, And said, For this cause shall a man leave father and mother, and shall cleave to his wife: and they twain shall be one flesh? Wherefore they are no more twain, but one flesh. What therefore God hath joined together, let not man put asunder. They say unto him, Why did Moses then command to give a writing of divorce-ment, and to put her away? He saith unto them, Moses because of the hardness of your hearts suffered you to put away your wives: but from the beginning it was not so. And I say unto you, Whosoever shall put away his wife, except it be for fornication, and shall marry another, committeth adultery: and whoso marrieth her which is put away doth commit adultery.

Verse Quiz 14

Isaiah 64:6–8

But we are all as an unclean thing, and all our righteousnesses are as filthy rags; and we all do fade as a leaf; and our iniquities, like the wind, have taken us away. And there is none that calleth upon thy name, that stirreth up himself to take hold of thee: for thou hast hid thy face from us, and hast consumed us, because of our iniquities. But now, O LORD, thou art our father; we are the clay, and thou our potter; and we all are the work of thy hand.

Verse Quiz 15

Hebrews 11:3

Through faith we understand that the worlds were framed by the word of God, so that things which are seen were not made of things which do appear.

Romans 1:25

Who changed the truth of God into a lie, and worshipped and served the creature more than the Creator, who is blessed for ever. Amen.

Nehemiah 9:6

Thou, even thou, art LORD alone; thou hast made heaven, the heaven of heavens, with all their host, the earth, and all things that are therein, the seas, and all that is therein, and thou preservest them all; and the host of heaven worshippeth thee.

Life Management

Appendix B

Study Questions

Appendix B

Study Questions from *Life Management under God*

Unit 1

Section 1.1 (p. 4)

1. How would you define popularity? *being noticed, admired, the center of attention, sought after for a friend*
2. How could wanting to be popular get you into trouble?
 - *You might not take a clear stand for Christ.*
 - *You might compromise your convictions.*
 - *You might do wrong to be “in.”*
 - *You might try to impress others instead of being yourself.*
3. List some characteristics that will make you a true friend.
 - *a good listener*
 - *compassionate*
 - *positive attitude*
 - *dependable*
 - *genuine*
 - *concerned*
4. Discuss the relationship of friendship to evangelism (winning people to Christ). *Often friendship must come first or there will be no response; aloofness will turn people away from your message.*
5. Can you think of friends that have hindered you in your spiritual progress? Or helped you? *Answers will vary.*

Section 1.2 (p. 10)

1. What are some alternatives to going out as a couple? *group activities such as pizza parties, day trips, sports events, etc.*
2. What happens when you consider only the externals of the one you go out with? *You overlook more important qualities such as character, setting yourself up for disappointment.*
3. What qualities should you look for in a companion of the opposite sex? *Answers will vary; qualities mentioned in text include character, gentleness, unselfishness, consideration, and kindness.*
4. What can you do on a date that will not be expensive and at the same time not put you into a vulnerable situation?

walks in the mall or in the park, games at home, church activities, outdoor sporting activities, ministering to others

5. What are the advantages of group activities? *more comfortable situation if you do not know the other person well; helps avoid temptation to become physically involved*
Casual relationships? *enjoy each other’s company without getting serious; get to know a variety of people; is a broadening experience*
Steady or long-term relationships? *security; always have a companion; less worry about rejection; allow you to get to know one another well*
6. What are some possible disadvantages of steady or long-term relationships? *temptation to become involved physically; cut off somewhat from other friends; breakup can be devastating*
7. Which of the guidelines for relationships with the opposite sex do you consider the most important? Why? *Answers will vary.*

Section 1.3 (p. 13)

1. What is the difference between obeying your parents and honoring them? *Honoring is obeying with the right attitude.*
2. List a number of difficult things your parents must go through for you. *Answers will vary.*
3. How could you show your parents gratitude for what they do for you? *by giving them something special; by doing them a special favor; by prompt, cheerful obedience; by taking over some of their chores*

Section 1.4 (p. 15)

1. What are some ways you might tear down the self-esteem of your brothers and sisters? *criticism, ridicule, nagging, gossip, avoiding them*
2. What are some ways to build up the sagging ego of a sibling?
 - *Spend time with him.*
 - *Encourage him.*
 - *Compliment him.*
 - *Ask him for his opinion.*

Section 1.5 (p. 17)

1. Describe God's forgiveness. *He does not remember our sins, forgives freely, forgives time after time, and forgives even though we are undeserving.*
2. How does an unforgiving bitter spirit affect those around you? *It defiles and causes others to stumble.*
Your health? *It can make you physically and emotionally ill.*
Your spiritual condition? *It makes you ineligible for God's forgiveness.*
3. What did Jesus mean when He told Peter to forgive seventy times seven times? *that we should keep forgiving without keeping record*
4. What should you do if someone wrongs you? *Forgive the one who has wronged you and trust God to vindicate you.*
5. What do you lose when you forgive and what do you gain? *You lose your enslavement to bitterness, and you gain peace and God's forgiveness.*

Section 1.6 (p. 25)

1. What is the proper way to introduce a younger and older person? *The younger should be introduced to the older first.*

2. What is a good way to get acquainted with someone after an introduction? *Ask questions. Tell a little about yourself but show an interest in the other person. What must one avoid? Avoid questions that are too personal.*
3. What should a man do when introduced to a woman? *stand*
4. What should a woman who is seated do when introduced to another woman? *What exceptions might there be? remain seated unless the woman is much older or a distinguished guest*
5. What does R.S.V.P. on an invitation mean? *Please reply.*
6. What are some rules for overnight guests?
 - *Be neat.*
 - *Limit your time in the bathroom.*
 - *Adjust to the schedule of your hosts.*
 - *Write a note of gratitude.*
7. What harm could bad manners in church do? *discourage the pastor, disturb other worshipers, keep you from benefiting spiritually, grieve the Lord*

Unit 2

Section 2.1 (p. 31)

1. Why is wearing a seat belt important? *not wearing a seat belt makes you nearly three times more likely to die in a crash*
2. List four rules of water safety.
Any four of the following:
 - *Never swim alone.*
 - *Swim only at beaches where there are lifeguards on duty.*
 - *Beware of dangerous currents.*
 - *Be sure the water is deep enough before you dive.*
 - *If boating, wear a personal flotation device (PFD).*
3. What rule should you observe when bathing a small child or letting him play in a pool? *Never leave him alone, not even for a brief time.*
4. How can carbon monoxide poisoning be avoided?
 - *Never run a car in a closed garage.*
 - *Always use charcoal grills outside, not indoors.*

- *Have carbon monoxide detectors if you have kerosene heaters or gas appliances.*
 - *Do not use gas ranges or ovens to heat a room.*
 - *Keep heating equipment in good repair.*
5. What can you do if
 - a. someone follows your car? *Go to a service station, restaurant, or police station instead of driving home.*
 - b. someone wants to use your phone when you are home alone? *Offer to make the call for him without opening the door.*
 - c. you leave your house for several days or longer? *Have a friend pick up mail or papers; leave a light on and the drapes partly open.*
 - d. someone makes sexual advances toward you? *Never be alone with that person; confide in a parent or your pastor.*

Section 2.2 (p. 41)

1. What can you do to get a person who has stopped breathing to start breathing again? *Administer rescue breathing (pp. 31–32).*
2. Describe the abdominal thrust for a person who is conscious.
 - *Quickly stand to the side of the choking victim and reach across his chest to the opposite shoulder and have the victim lean forward.*
 - *With the heel of your hand placed between his shoulder blades, give five back blows to try to dislodge the object. If this does not work, then:*
 - *Quickly stand behind the choking victim and put your arms around his waist.*
 - *Place one fist, with the thumb side against the victim's midsection, slightly above the navel. Grasp your fist firmly with the other hand and pull both hands forcefully toward you with a quick upward-and-inward thrust.*
 - *By alternating between back blows and abdominal thrusts, you should be able to expel the object or get the object to go down so that the victim can cough, speak, or breathe. If performing these skills does not dislodge the object, the victim will go unconscious.*
3. Describe first aid for a choking unconscious person.
 - *Lay the victim on his back.*
 - *Kneel to the side of the victim's chest and place one hand on the center of the chest. Place your other hand on top of your first hand and give thirty chest thrusts (compressions).*
 - *Open the mouth and look for the obstruction. If you see it, do a finger sweep to remove the obstruction from the mouth. With your thumb in the victim's mouth, lift the jaw to open the mouth; using the index finger of your other, sweep across the back of the mouth to scoop up the obstruction.*
 - *Place the victim's head in the head-tilt/chin-lift position, and put a face shield over his mouth if available.*
 - *Give two slow breaths.*
 - *If the chest does not rise, retilt the head and try again.*
- *Repeat thrusts, looking for the object, finger sweeps, and breaths until the object is dislodged. If the victim is not obviously breathing once the object is dislodged, then start CPR immediately.*
4. How can you help a person whose heart has stopped beating? *Give CPR (cardio-pulmonary resuscitation) as described on pp. 35–36.*
5. What should you do for a victim of near-drowning?
 - *If victim is unconscious, have someone call 911 while you check for breathing.*
 - *If person is not breathing, give rescue breathing as described in the text.*
 - *If no signs of circulation are apparent, give CPR.*
6. Why is treatment for shock necessary? *Even if any injury or illness itself is not immediately life threatening, severe shock can cause death within minutes from heart failure.*
7. What should you do for someone in shock?
 - *Call 911 immediately.*
 - *Have the victim lie down and elevate his feet if possible.*
 - *Give the victim a wet cloth to moisten his lips and mouth if necessary.*
 - *Begin rescue breathing immediately if the victim stops breathing.*
 - *Reassure and comfort the shock victim.*
8. How should first-degree burns be treated? *Cool the burned area with cool running water.*

Section 2.3 (p. 47)

1. How does alcohol affect each of the following?
 - a. the liver — *makes it work too hard; over time, it can cause the liver to break down, leading to cirrhosis of the liver*
 - b. the brain — *reduces the person's inhibitions; hinders motor areas that control muscles; reactions become slower; judgment becomes impaired; thinking becomes confused; high doses can paralyze the breathing centers of the brain stem, causing death; binge drinking can kill brain cells*

- c. the family—*leads to sorrow, abuse, neglect, financial problems, sometimes killings*
 - d. society as a whole—*contributes to many accidents and violent crimes*
2. What are the dangers of smoking? *raises blood pressure, increasing the risk of heart attack; greatly increases the risk of several forms of cancer*

Section 2.4 (p. 57)

1. List four reasons why people take drugs. *Any four of the following:*
 - *desire for thrills and good feelings*
 - *peer pressure*
 - *curiosity*
 - *lack of inner resources*
 - *drug availability*
2. What is MDMA, and how can it be harmful? *MDMA is a hallucinogen popularly known as “Ecstasy.” Short-term effects include reduced inhibitions, increased body temperature, severe migraines, and muscle spasms. Long-term effects include possible brain damage and mental impairment, liver toxicity, and possible reproductive problems.*
3. What effect does marijuana have on its user? *It has a combination of hallucinogenic, stimulant, and depressant effects; may increase the risk of cancer and reduce fertility; short-term effects include apathy, impairment of short-term memory, lowered inhibitions, and mood changes.*

4. Name four harmful effects of narcotics abuse. *Any four of the following:*
 - *Tolerance develops quickly*
 - *strongly addictive at mind-altering doses*
 - *severe withdrawal symptoms*
 - *Heavy use can suppress the immune system, leaving addicts vulnerable to disease*
 - *Injection users are at a high risk of tetanus, hepatitis, and AIDS*
5. Describe tranquilizers and stimulants and give two examples of each category.
 - *Tranquilizers, like other depressants, slow down brain activity and are used medically as sedatives; they are addictive if misused. Examples include Valium and Rohypnol.*
 - *Stimulants speed up the activity of the central nervous system. Examples include cocaine and amphetamines (including methamphetamine).*
6. Which of the amphetamines is the most dangerous and why? *methamphetamine*
 - *It is powerfully addictive.*
 - *Overdoses can cause strokes and heart attacks.*
 - *It can cause severe personality changes.*
 - *Many methamphetamine addicts live very short lives.*
7. What are some long-term consequences of drug abuse?

Physical and psychological consequences: decrease in mental and physical abilities; addiction; brain damage; cancer; inability to have children

Social consequences: loss of friends; years in prison; permanent loss of certain civil rights

Unit 3

Section 3.1 (p. 62)

1. Why is breakfast your most important meal? *By morning, your body has been without fuel for ten hours. If you do not re-fuel it by eating a nutritious breakfast, you will run out of energy before noon.*
2. Besides gaining weight, what else happens to your body when you eat too much fat? *The excess fat eventually clogs your arteries, making you a potential victim of a heart attack or stroke.*

3. What does protein do for you? *It builds body cells, keeps muscles firm, helps to fight off infections, and enables you to recover from injuries and illnesses.*
4. What do carbohydrates do for you? *They provide energy.*
What are the best sources of carbohydrates? *whole-grain foods*
5. Of what value is fiber in your diet? *Fiber makes you feel full sooner (and longer), helping you to eat less; helps move waste products along and cleanses the intestinal tract; reduces your risk of colon cancer and other ailments.*

6. How much water should you drink every day and why? *Five to eight glasses (64 ounces or 2 liters); water rids the body of wastes, keeps your tissues from sticking together, allows you to get energy from food, and keeps your muscles and joints flexible.*

Section 3.2 (p. 68)

1. One way you can get yourself out of a bad mood is to take a walk or exercise in some other way. Why does this help? *Exercise can make a difference in the way you feel about yourself, in the way you face your problems, and in your general well-being. It relieves you of tension; your mood goes up; and you sleep better.*
2. What happens in your body when you exercise regularly?
 - *Your heart and other muscles are strengthened.*
 - *Your bones become stronger.*
 - *You burn calories.*
 - *Your blood pressure goes down.*
 - *Your blood cholesterol decreases.*
 - *The oxygen in your blood increases.*
 - *Fat is burned to keep your arteries clear.*
 - *Your risk of heart attack, cancer, diabetes, stroke, and back problems is reduced.*
3. List some exercises which are aerobic (give the heart a workout).

Examples mentioned in the text include:

- *swimming*
- *bicycling*
- *jogging*
- *brisk walking*

Other examples include:

- *cross-country skiing*
 - *hiking*
 - *soccer*
 - *full-court basketball*
 - *aerobics*
4. How often should you exercise for good health? *at least three or four times a week for 20 or 30 minutes*
 5. What forms of exercise do you enjoy that you could pursue now? What forms could you pursue after you graduate from high school? *Answers will vary.*
 6. Think of at least four ways that you can be moving your body during your regular work or study routine to get extra exercise. *Answers will vary.*

Examples include:

- *walking or cycling instead of driving*
- *Park a distance away from your destination and walk.*
- *Take stairs instead of elevators and escalators.*
- *Take short exercise breaks from time to time when doing homework.*

Section 3.3 (p. 72)

1. What are some things that cause stress? *changes, pressures at school, problems with family, boredom, feelings of inadequacy, financial pressures*
2. How can you reduce stress in your life?
 - *Pray about your problems and commit them to God.*
 - *Get proper sleep and rest.*
 - *Take time for relaxation and recreation.*
3. What forms of recreation might produce rather than reduce stress? *Answers will vary. Possibilities include expensive or noisy entertainment; self-indulgent activities that make you feel guilty, such as watching unsuitable television programs or overeating; etc.*
4. Think of five activities you like to do that would be relaxing for you and reduce tension. *Answers will vary.*
5. What should your leisure activities include? *a change of pace, enjoyment, relaxation, refreshment*

Section 3.4 (p. 77)

1. Name five benefits you receive from reading the Bible.

Any five of the following:

 - *food for spiritual growth*
 - *instruction for living*
 - *correction*
 - *strength against temptation*
 - *comfort*
 - *guidance*
2. How can you vary your Bible reading to keep it from becoming routine?
 - *Take notes.*
 - *Use a concordance to pursue a topic.*
 - *Underline key verses.*
 - *Use cross references to compare Scripture with Scripture.*
 - *Read some from both the Old and New Testaments.*

3. Why is memorization of Scripture important?
 - *You are never without God's Word.*
 - *It helps you in temptation.*

What is a good plan for memorizing?

- *Set realistic goals.*
 - *Be accountable to a friend.*
4. What facts that you learned about prayer encouraged you to pray more? *Answers will vary.*

Unit 4

Section 4.1 (p. 82)

1. List at least five part-time jobs that would appeal to you. *Answers will vary.*
2. List your aptitudes and preferences in the choice of a career. *Answers will vary.*
3. List three careers in which you are interested in order of your preference. *Answers will vary.*
4. What are the educational requirements for these careers? *Answers will vary.*
5. List four options open to young people who want to become skilled workers but have no money for continued education.
 - *on-the-job training*
 - *apprenticeship*
 - *military service*
 - *working as unskilled workers and saving money for education*
6. What kind of specialists are needed on mission fields today? *medical doctors, teachers, translators, ministers*
 What kind of support workers? *houseparents, teachers of missionary children, builders, repairmen, secretaries, radio operators, pilots, agronomists*

Section 4.2 (p. 85)

1. What should you include in your résumé? *essential information such as name, age, address, and phone number; previous jobs you have had, in reverse chronological order; educational accomplishments, school you attended, graduation date*
2. From whom can you get references? *teachers, pastors, former employers*
3. What does your appearance tell your prospective employer about you? *whether or not you will be neat on the job, tend to details, and be self-disciplined*
4. How can you appear confident when you feel nervous about an interview?
 - *Give a good firm handshake and have a genuine smile.*

• *State that you could do good work for your prospective employer.*

5. List five do's and five don'ts in applying for a job.

Do: (any five)

- *look your best*
- *be on time*
- *shake hands firmly*
- *be enthusiastic*
- *smile*
- *be confident*
- *look your interviewer in the eye*
- *be direct and honest*
- *be positive*

Don't: (any five)

- *be cocky*
- *exaggerate*
- *complain*
- *discuss family problems*
- *press too hard on salary*
- *show too much interest in time off*
- *give up*

Section 4.3 (p. 89)

1. What does the Bible say your attitude toward your boss should be? *one of submission and obedience as unto the Lord*
2. How should you relate to a boss who wants you to do something morally wrong such as lying or cheating? *Respectfully refuse.*
3. We react to criticism either emotionally or rationally. Explain what this means. *emotionally—how we feel about it; rationally—what the facts really are*
4. According to the Bible, what is the correct response to reproof? *accept it, value it, learn from it*
5. What are ways you can treat your boss like a human being rather than only as an authority figure?
 - *Understand his limitations.*
 - *Know his interests.*
 - *Show interest in his family.*

6. What does the Bible teach about you and your job?
 - *Do it well as unto the Lord.*
 - *You will be rewarded by Him.*
 - *Go the second mile.*

Section 4.4 (p. 94)

1. What are some problems with fellow workers you could encounter on your job? *competition, selfishness, playing politics, gossip, misunderstanding*
2. What problems might a person have because he is a Christian? *He may anger lazy workers by his good work; may be mocked for not participating in dirty stories; may be persecuted as a Christian.*
3. How could you practice the “Golden Rule” on the job?
 - *Cover for someone who is having a hard day.*
 - *Show appreciation.*
 - *Look at things from another’s viewpoint.*
 - *Do favors.*
4. How can you project a positive image on your job?
 - *Be cheerful.*
 - *Smile.*
 - *Greet others.*
 - *Do not be defensive or touchy.*
 - *Continue to show friendliness in spite of what people say and do.*
5. How can the tongue destroy relationships on the job? *gossip, criticism, harsh words, complaining*
Build up relationships? *encouraging, appreciating, complimenting, being courteous*
6. Why can a Christian remain positive in a negative situation? *He has the promise of Christ’s presence and guidance; the assurance that all things work together for good to them that love God.*
7. What book in the Bible is an especially good one to find wisdom for dealing with people in your job situation? *Proverbs*

Unit 5

Section 5.1 (p. 99)

1. How does orderliness increase time efficiency? *It enables you to perform tasks well, to find things, and to think more clearly.*
2. What are three enemies of time? *disorder, procrastination, indecision*
3. What are five ways you can overcome these enemies of your time?
Any five of the following:
 - *Keep your things and affairs in order.*
 - *Make a plan.*
 - *Set priorities and stick with them.*
 - *Do unpleasant tasks first.*
 - *Set goals.*
 - *Be decisive.*
4. How can you utilize scraps of time? *Use waiting time for reading, letter writing, planning, or praying.*
5. How can you use your time wisely in the light of eternity? *Do all things as unto the Lord and for His glory.*
6. Write out your long-term goals. Then make a list of short-term goals you must reach in order to accomplish your long-term goals.

Examples of long-term goals:

- *college graduation*
- *becoming a teacher*
- *marriage*

Examples of short-term goals:

- *finishing your English paper*
- *being more helpful at home*
- *reading your Bible every day*
- *getting a part-time job*

Section 5.2 (p. 102)

1. What should be the Christian’s attitude toward money?
 - *Don’t trust in riches.*
 - *Remember that it is more important to lay up treasures in heaven than on Earth.*
 - *Remember that it all belongs to God.*
 - *Believe that all our resources are a gift from God and should be used for His glory.*
2. What does God promise those who give a tithe of their resources to Him? *abundant blessing (Mal. 3:10)*
3. What freedoms do you enjoy when you live within your means? *freedom from debt, from compulsive buying, from keeping up with others, from making an impression*

4. How does a carefully thought-out budget help you to manage your money? *It keeps you from overspending and keeps you from running out of money before your next paycheck.*
5. Suppose you are a single person who makes \$3,200 a month. After taxes, social security, and group insurance are deducted, you take home \$2,700. How would you budget this amount? *Answers will vary. Categories might include the following: tithe, savings, rent (perhaps shared with a friend), food, utilities, clothing, transportation, personal items, recreation, miscellaneous.*
6. How could you cut costs to save for school tuition or a car? *Spend less money on clothing/recreation, eat out less often, etc.*
7. Suppose you are married and that you and your spouse earn \$5,500 a month together. You are making car payments. How would you devise a workable budget for this amount? *Answers will vary. Categories might include the following: tithe, savings, rent, food, utilities, car payment, car insurance, gas, clothing, personal items, recreation, medical expenses, miscellaneous.*

Section 5.3 (p. 106)

1. Upon what two biblical tenets was our country established?
 - *Man is inherently evil and needs laws to restrain him.*
 - *Leaders are also sinful by nature and their power must be limited.*
2. What did Paul teach in Romans 13 about the Christian's attitude toward government?
 - *He should be subject to the powers because they are ordained of God and they are for his protection.*
 - *He should support his government with honor and taxes.*
3. How can you make a difference in the policies of your country?
 - *Study the issues.*
 - *Vote.*
 - *Write letters to elected officials.*
 - *Pray for leaders.*
4. Find out where a person can register to vote in your community and what identification is needed. Where does the voting take place? *Answers will vary.*
5. When is the next election (local, state, or national), and what issues are involved? *Answers will vary.*

Unit 6

Section 6.1 (p. 110)

1. Give two reasons why you should not marry an unbeliever.
Any two of the following:
 - *It is against God's will.*
 - *Your spiritual life will suffer.*
 - *Your children will be wrongly influenced.*
2. Can you think of some differences in background that could make for a rocky marriage? *Answers will vary; widely different financial statuses; incompatible customs or culture; different religious beliefs*
3. God promises to give you the desires of your heart if you ? . *delight in Him*
What does that mean? *It means to put Him first and desire to do His will above all else.*
4. Why does God give some people the gift of singleness instead of marriage?
to accomplish a special task through them

Section 6.2 (p. 112)

1. Why do you think fornication and adultery are so widespread today? *Answers will vary.*
2. What are some of the possible results of engaging in sex before marriage? *Answers will vary. Examples include sexually transmitted diseases; pregnancy; guilt; may be more difficult to achieve fulfilling relationship after marriage; more likely to get divorced; etc.*
3. How can engaging in sex before marriage affect one's marriage? *Answers will vary. Possible problems include guilt and regrets, frustration, lack of trust, dissatisfaction with mate, etc. Another possible consequence is infertility or other problems resulting from an STD.*
4. What usually are the results of committing adultery after marriage? *Answers will vary; possibilities include broken hearts, broken homes, devastated children, bitterness, etc.*

- How can you keep from committing fornication and adultery?
 - Have high standards for dating and keep them.*
 - Ask for God's help and depend on Him.*
 - Do not put yourself in a vulnerable situation.*

Section 6.3 (p. 118)

- What is the husband's role in marriage according to God's Word? *to be the head, leader, and protector of his wife and family, and not a tyrant or taskmaster; to be willing to sacrifice his own interests for his wife*
- What is the wife's role in marriage according to God's Word? *to submit to her husband's leadership*
- What does it mean to accept your mate? *To love him/her unconditionally in spite of his/her faults and not try to change him/her.*
- Can you think of ways a wife might need to adapt to her husband? *Answers will vary.*
- Can you think of ways a husband might have to adapt to his wife? *Answers will vary.*
- What does the Bible teach about sexual intimacy? *See I Cor. 7:4–5 and Heb. 13:4. Sex is God's plan for marriage. It is good and wholesome in that context, but it is forbidden outside of marriage. The husband and wife must not defraud each other.*
- How can "fights" between a husband and wife help a marriage? *They can help by clearing the air and bringing about better communication and understanding.*
How can they harm? *They can harm when they continue unresolved or when harsh words are used.*
- Think of three ways a person can show appreciation for his mate. *Answers will vary; possibilities include complimenting good traits, not being critical, being generous with "thank you's," remembering anniversaries, making time for your spouse, planning special times together, etc.*
- What is the essential ingredient of a successful marriage? *God at the center; reading the Bible and praying together*

Section 6.4 (p. 122)

- What two reasons for marriage are given in the Bible? *to populate the earth; for companionship*
- What does "cleaving" to one's wife mean? *wholehearted commitment, never giving up, staying together until parted by death*
- What four things did Jesus say about divorce?
 - God intends marriage to be permanent.*
 - Man should not part what God has joined together.*
 - Divorce results from hardness of heart.*
 - Divorce is only allowable in the case of fornication.*
- Why is separation a better option than divorce? *It leaves the door open for reconciliation.*
- What basic character flaw is at the root of all marital problems? *selfishness*
- What commands that Jesus gave would ensure marital harmony if obeyed? *get rid of our own faults before criticizing others; deny ourselves; serve one another in humility; forgive those who sin against us*
- How does divorce affect the children of a family? *It can make them feel unloved or rejected, insecure, angry, or lonely.*
- How should the church treat divorced persons? *with acceptance and love*
- How can you be sure to have a lasting marriage? *Follow God's directions as given in His Word.*

Section 6.5 (p. 125)

- Name five of the most serious STD's.
 - chlamydia*
 - gonorrhea*
 - syphilis*
 - HPV*
 - AIDS*
- What is AIDS? *acquired immune deficiency syndrome*
What are its effects on the body? *The immune system eventually begins to fail, causing the victim to become infected with one disease after another, often causing death.*

3. How is HIV transmitted? *Primarily sodomy and intravenous drug abuse; may also be transmitted through prostitution and other extramarital sexual activity, contaminated blood transfusions, marital relations with an infected spouse, or transmission from mother to child during birth.*

4. How can you be sure you will not get AIDS or any of the other destructive STD's?
 - *Abstain from sex before marriage.*
 - *Marry a Christian partner who has not had previous sex partners.*
 - *Be faithful to your mate after marriage.*
 - *Do not abuse drugs.*

Unit 7

Section 7.1 (p. 135)

1. What does the word *created* mean in this verse: "In the beginning God created the heaven and the earth"? *to make something out of nothing*
2. How does the evolutionist believe the world came into being? *The evolutionist believes that the universe, the earth, and living things came into existence by chance and developed or evolved into their present forms over billions of years.*
3. What arguments can you put forth that the days in Genesis 1 refer to literal days and not thousands of years? *The Hebrew word yom for day in Genesis 1 is used many times in the Pentateuch to refer to 24-hour periods, as is the plural form yamin. The days in Genesis 1 are also spoken of as "evening and morning," indicating 24-hour periods.*
4. What are the first and second laws of thermodynamics, and how do they disprove evolution?
 1. *The amount of matter and energy in the universe remains the same.*
 2. *Some of this energy is always becoming unavailable for work.*
 - *The universe is not becoming more complex and orderly as the evolutionist claims but is running down.*
5. Why is the evolutionist's argument of the geological column not valid?
 - *The complete geologic column exists only in textbooks.*
 - *Strata are often missing or occasionally in the wrong order.*
 - *It involves a degree of circular reasoning.*
6. What does the absence of "missing links" tell you about the theory of evolution? *If evolution were true, there should be billions of transitional forms, but only a handful of disputable examples can be found. Concerning alleged human evolution, all of*

the "transitional forms" can be considered either 100% ape or 100% human.

7. What difference does it make whether you believe in evolution or not? *Believers in evolution see no purpose for their life but view themselves as intelligent animals. This theory is one of hopelessness that sometimes causes its adherents to act like animals instead of people made in the image of God. They feel no accountability to a Creator.*

Section 7.2 (p. 145)

1. How many babies have been aborted in our country since 1973? *between 40 and 50 million*
2. What does God say in Psalm 139: 13–16 about the unborn baby? *He views the unborn child as a person, not a mere blob of tissue.*
3. What are five methods commonly used to abort babies? *suction method, saline method, dilation and evacuation (D&E) method, hysterotomy, partial birth abortion*
4. What two alternatives to abortion does an unwed mother have? *marry the baby's father and keep the child; give birth to the baby and give him up for adoption*
5. Which of these alternatives do you think is the wisest choice? Why? *Answers will vary.*
6. Do you think a woman should have the right to kill her unborn child? Why or why not? What rights does the unborn child have? *Answers will vary.*

Section 7.3 (p. 152)

1. Describe a compulsive gambler. *A compulsive gambler is a person addicted to gambling, to whom gambling is more important than anything else in life, including his family.*

2. What forms of gambling are gaining popularity and respectability in our country? *Answers will vary.*
 - *Casinos are greatly increasing.*
 - *Gambling sites on the Internet have proliferated.*
 - *Many forms of bingo (including commercial and high-stakes) have spread.*
 - *Most states now operate lotteries.*
3. For what have profits from low-stakes bingo been traditionally used? *for charities and some churches (particularly the Catholic church)*
4. Is the lottery a valid way to raise money for worthwhile projects? Why or why not? *No. Reasons given in the text include:*
 - *The money is often diverted to other projects.*
 - *Poor people spend a far greater percentage of their income on the lottery than rich people.*
 - *It plays on people's ignorance of the true odds.*
 - *The lottery puts the government in the business of inspiring greed and profiting from greed.*

Section 7.4 (p. 158)

1. What are some ways to avoid Internet pornography?
 - *Take precautions.*
 - *Be accountable.*
 - *Avoid temptation.*
2. What is one of the fastest growing concerns among educators today? *plagiarism*
3. Although cell phones can be useful in communication, how can cell phones be destructive? *Answers may vary.*
 - *Cell phones can be distracting in the workplace, in the car, and in the home.*
 - *Some texting may contain inappropriate content that would be dishonoring to God.*
4. What are some ways to protect yourself and your reputation when using social networking?
 - *Never post personal information.*
 - *Never post comments or photos that can hurt a person's reputation.*
 - *Never post critical or degrading comments about others.*
5. How does Luke 9:23–24 characterize a Christian's life? *Answers will vary.*

Life Management

Appendix C

Home Teacher Materials Overview

Contact Information

Progress Reports

Home Teacher Materials Overview

Introduction

This section gives additional information about Abeka Academy policies and procedures to help you with grading, recording,

and submitting your student's work in the **accredited program**. Please read all of the following information.

General Information

Course Requirements

1. For academic credit to be granted, students must complete all courses in which they are enrolled.
2. Requests to change the enrollment (switching from Accredited to Independent Study) must be processed by our office. Please contact us if you have any questions regarding your student's enrollment.
3. **You must receive approval from Abeka Academy to drop a course** (only available in grades 9–12). Request must be made

within thirty days of your assigned begin date for no academic penalty. **Courses dropped after thirty days or without approval will receive a “withdrawn failing” grade.**

4. Because Abeka Academy's primary objective is to provide a distinctively Christian distance-learning education, **Bible is a required course**. Grades will not be issued in other courses unless Bible work is received for that grading period. The Authorized King James Version is used for all Bible courses and verse memorization.

Getting Started

Responsibilities of the Home Teacher

For the school year to run smoothly, it is important that you read the introductory information in the front of this manual and follow the instructions in the Daily Guides. At the end of each quarter, you will need to **organize and mail** your student's Progress Reports. (See Academic Calendar at academy.abeka.com.)

You may want to **preview the first day's video lesson** and watch the first two weeks of lessons with your student to become familiar with the procedures the video teachers use and to ensure that your student is developing correct study habits.

Remember that your student must watch all the video lessons for each course and that he may not complete a grade in less than six months. Abeka Academy will not issue credit if these guidelines are not followed.

Student Schedule

You and your student may arrange the order of classes as you prefer. We have found the order listed below to be best for most students.

- | | |
|------------|--------------|
| 1. Bible | 4. Science |
| 2. Math | 5. History |
| 3. English | 6. Electives |

To avoid lengthening the school day, have your student do his homework at the end of the day rather than after each class.

Written Assignments

Require neat, legible work from your student. Do not accept messy work. Have him recopy any page that is poorly written or has too many corrections. Write in ink. When a mistake is made, neatly draw a line through it and rewrite the word. Do not write over a mistake to correct it.

Grading Policies

Administering Quizzes and Exams

You are responsible for giving and grading the oral verse quizzes. Listen to the student recite the selected verse from memory. Check for accuracy using the Bible Memory Verse Passages List in Appendix A. Grade each verse quiz using the following scale.

Student knows verse / passage.	
No errors or hesitation	A+ / 100
Slight error or hesitation	A / 95
Student needs help.	
Couple of small errors	B / 85
Several errors or hesitation ...	C / 75
Student is struggling.	
Not sufficiently prepared	D / 65
Student doesn't know verse / passage.	
Not prepared at all	F / 59

Be sure to administer all pages of an exam, front and back. When your student has finished an exam, check for incomplete sections. It is the student's responsibility to complete all pages of each exam.

Handling Graded Materials

Quizzes, exams and answer keys are to be opened, administered, and stored only by you. They should not be left where your student will have access to them. **Student may not use the video manuals to plan his work.** Keep all exams in a locked location.

A student who cheats robs himself of a good education, and a home teacher who allows quizzes, exams, or answer keys to be available to a student does great harm to the student's character.

Because it is of the utmost importance to teach your student to be absolutely honest, follow these guidelines in giving a quiz or an exam.

- **Completely read the instructions** for Giving / Grading Quizzes and Exams in the front of this manual.
- **Remove the quizzes and exams** from the book before the student takes them.
- **Closely supervise** all assessment periods. Do not leave your student alone with his materials.

- **Be sure all course materials** are out of sight while the student takes the quiz or exam. **Open-book quizzes / exams are not allowed.**
- **Do not** help your student with answers or procedures on any quiz or exam. If he needs any assistance at all, it should be only to explain the directions if he does not understand them. His work must be his own.
- **Quizzes and exams** cannot be retaken. If you think your student is not prepared, give extra help before the assessment is taken.

Grading

When grading student work, please remember the following:

- **Grade quizzes and exams** using the guidelines given in the front of this manual or teacher keys.
- **Graded original** exams (not copies) must be sent to the Abeka Academy office with the Progress Report.
- **Write the numerical grade** on the top of the exam page and on the Progress Report before sending it to Abeka Academy.
- **If you have a question** on one of your student's answers, put a question mark instead of a grade on the Progress Report. On the exam, make a note of your question.
- **Subtract 1 point** for each spelling error, up to 5 points for all exams.

Grading Scale

A+	98–100	B	83–86	C–	70–72
A	93–97	B–	80–82	D+	67–69
A–	90–92	C+	77–79	D	60–66
B+	87–89	C	73–76	F	0–59

Progress Reports

Two sets of Progress Reports are included in this appendix. They provide a convenient way for you to organize the grades and material that you must send to our office. The Progress Report must be sent to Abeka Academy as soon as the grading period is completed. (See Academic Calendar at academy.abeka.com for expected schedule.)

The Home Teacher's Progress Reports are included for your records. If for some reason Abeka Academy does not receive the Progress Report, your copies will be *the only record of the student's work*. It is imperative that you take the following precautions:

- **Enter all grades on both sets of Progress Reports** before mailing the report.
- **Promptly mail Progress Reports** at the end of each grading period.
- **Keep all Home Teacher's Progress Reports** permanently.

If these guidelines are not followed and work is not received, no grades or transcripts will be issued, and the student will be required to repeat the course.

Progress Reports should include the following items:

- Progress Report sheet with all information entered
- All original graded verse and content exams for the course

Please note the following:

- **Send a Progress Report** only when all items on the Progress Report have been completed. Do not include student work with DVD returns.
- **Include all items** requested on each Progress Report sheet, or the grade will be lowered accordingly. Quizzes are NOT sent with the Progress Report sheet.
- **Return DVDs** (if applicable) as soon as all items on the final Progress Report have been completed. Full-year courses have three sets of DVDs.

Contact our office if a report card is not received within six weeks. Final report cards and transcripts cannot be completed until all work and all DVDs (if applicable) are received.

How Can We Help You?

Contact Information

We are interested in helping your student successfully complete his work. Please let us know early if any problems are encountered. Enrollment, customer service, and grading agents are available to help with all your questions.

You may contact Abeka Academy by one of the following methods:



Online: abeka.com/ContactInfo



E-mail: secondary@AbekaAcademy.org



Phone: U.S. and Canadian Inquiries 1-800-874-3592
International Inquiries (850) 479-6585



Fax: 24-Hour Fax 1-800-874-3593
International Fax (850) 479-6549



Write: **Abeka Academy**
P.O. Box 17600
Pensacola, FL 32522-7750
U.S.A.

Physical Address (for Progress Reports and office
correspondence only):
240 Waveland
Suite A
Pensacola, FL 32503

Accredited students send progress reports to the address below. Do not send with any DVD or book returns.
Independent Study students should keep these reports for their own records.



**LIFE MANAGEMENT
Progress Report**

First Grading Period
Lessons 1-43
601K

Account No.

Student ID No.

Student Name _____
Last First Middle

Home Teacher _____

Mailing Address _____

City, State _____

Date _____

Country/ZIP Code _____

New Phone Number _____

Check if the above is a change of address for

Shipping Mailing Billing

Abeka Academy
P.O. Box 17600
Pensacola, Florida 32522-7750

<p>Home Teacher: All student work sent to our office becomes the unconditional property of Abeka Academy and is not returned to you.</p> <p>Did you remember to:</p> <ul style="list-style-type: none"> • Subtract the number of wrong points from 100? • Record numerical grades on lines? • Attach all graded content and verse exams to this report? (It is not necessary to send quizzes.) • Sign the video statement if you are able? <p>*Attach both the Verse Exam and Content Exam to this report.</p>	BIBLE VERSE QUIZZES			BIBLE CONTENT QUIZZES		
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9	1 Corinthians 6:18; 2 Timothy 2:22; Deuteronomy 5:16	_____	32	2	_____	
14	Matthew 6:14-15; Romans 13:7	_____	41	3	_____	
19	Philippians 2:1-4	_____	BIBLE EXAMS			
24	Proverbs 3:25-26	_____	<u>Lesson</u>	<u>Exam*</u>	<u>Grade</u>	
29	Proverbs 20:1; 31:4	_____	42	Nine-Weeks Verse Exam	_____	
34	Matthew 15:18-20; 1 Corinthians 6:19-20	_____	43	Nine-Weeks Content Exam	_____	
39	Matthew 6:25-26; Philippians 4:6-7; Romans 8:28	_____				

The student has watched the videos for the lessons covered by this progress report.

Student's signature _____

Home Teacher's signature _____

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**LIFE MANAGEMENT
Progress Report**

Second Grading Period
Lessons 44–85
602K

Account No.

Student ID No.

Student Name _____
Last First Middle

Home Teacher _____

Mailing Address _____

City, State _____

Country/ZIP Code _____

Abeka Academy
P.O. Box 17600
Pensacola, Florida 32522-7750

Date _____

New Phone Number _____

Check if the above is a change of address for
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Second Grading Period
Lessons 44-85
602K

Account No.

Student ID No.

Student Name _____
Last
First
Middle

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Mailing Address _____

City, State _____

Date _____

Country/ZIP Code _____

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Check if the above is a change of address for

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Abeka Academy
P.O. Box 17600
Pensacola, Florida 32522-7750

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BIBLE CONTENT QUIZZES																																																								
Lesson	Quiz	Grade																																																						
51	4	_____																																																						
56	5	_____																																																						
67	6	_____																																																						
82	7	_____																																																						
BIBLE EXAMS																																																								
Lesson	Exam*	Grade																																																						
83	Final Verse Exam	_____																																																						
85	Final Content Exam	_____																																																						

The student has watched the videos for the lessons covered by this progress report.

Student's signature _____

Home Teacher's signature _____

You may check your student's grades online at academy.abeka.com.
Official grades are on the report card mailed to the student.