**Review Leader Instructions**

**for RG Review Session**

**Prepare**

* Find 2–4 believers to review your translated passages, and plan where to meet.
* Gather pens and paper, a printed copy of the Reviewers’ Guide (RG), one copy of the source text, and printed copies of the translation.

**Start Review Session**

* Bring everything you prepared.
* Welcome reviewers. Pray together.
* Tell reviewers the following:
  + “The questions in this review are not meant to test your Bible knowledge. Instead, they are meant to test how clear the translation is. When I ask questions, please answer from what you find in the text we just read.”
  + “You will not be asked or expected to suggest changes or edits for any issues that are found.”
  + “I will tell you the verse reference for each question. If needed, you can refer to that verse while answering the question.”
* Give reviewers copies of the translated passages.

**Conduct Review for Each Passage**

* Read (aloud) any **Background** for the passage.
* Read (aloud) the passage in the translation. Reviewers should follow along while you read.
* Ask reviewers to retell the passage, using their own words. They may look at the passage as they retell it.
  + As you listen, mark the box by each **Part 1** item if it is understandable from the way reviewers retell the passage.
  + Write notes on the RG about what they understand and do not understand.
* Ask reviewers the **Part 2** questions. Tell reviewers the verse that each question is about so that they can look at the right verses as they answer.
  + As you listen, mark by each **Part 2** item if it is understandable from how reviewers answer the question. Reviewers do not need to quote directly.
  + As needed, ask additional questions to clarify. (For example, ask reviewers to show or tell which words in the verses led to their answer.)
  + You may also look at your source text to confirm answers.

You may use the **Comment Section** to take any other notes about what they say.

* Some questions in **Part 2** include the phrase “do you think.” These questions are designed to test if implied information can be understood. Any answer that fits with the text is OK. Participants may also answer these questions based on knowledge of other Biblical passages and based on how they react to this passage.

**Finish Review Session**

* Pray together.
* Thank reviewers.
* As needed, talk about when to meet to review more passages.

**After the Review**

* Arrange a time to meet with the translation team.
* At that time, bring all the notes from your Review Session(s) to the translation team.
* Show them what was found by reviewers. The team should decide what to change and how to do that.