

ANNOUNCEMENTS AND REMINDERS

October 2018

Coordinator of the body of elders: The announcements and reminders **for the congregation** should be read at the next midweek meeting and thereafter posted on the information board for one month.

FOR THE ELDERS ONLY

1. **Annual Meeting Releases:** Immediately following the midweek meeting at which the annual meeting releases are announced to the congregation, each *group overseer* should contact each publisher in his group who was not in attendance and inform him of the option to request a printed copy of the brochure *Apply Yourself to Reading and Teaching*. At the midweek meeting the week of **October 15, 2018**, a follow-up announcement should be made reminding the congregation that anyone who desires a printed copy of the *Teaching* brochure and who has not yet requested one should do so at the conclusion of the meeting. The *literature servant* should compile a list of those requesting printed copies. The list will later be used when distributing the printed copies.

Please note that a quantity of the *Teaching* brochure has **already been consigned to each congregation**. Therefore, once the service overseer knows how many copies are needed, he should compare that quantity with the one pending on jw.org and adjust it accordingly. Please keep in mind that the *Teaching* brochure will be used at the midweek meeting beginning in January 2019. Therefore, it is essential that congregations submit requests for printed copies by **Sunday, October 21, 2018**. A few additional copies may be requested for stock.

If you want to **reduce** the quantities consigned, go to *REQUEST LITERATURE/Request History* on jw.org. Type *Teaching* in the *Search For* box, then click the *Search* button. Click on the *Request Number* [in blue], then enter the quantity you want to **cancel** in the *To Cancel* box and follow the procedure until the entry has been successfully recorded. If, on the other hand, you want to **increase** the quantity, this can be done in the usual way. The mnemonic is *th* and the item number is 6667. Accurate records must be kept so that each congregation receives the number of copies requested.

The new books, *Pure Worship of Jehovah—Restored At Last!* and *Pure Worship of Jehovah—Restored At Last!—Large Print*, are available only in English at this time. The *literature servant* should compile a list of publishers requesting printed copies in English. The *service overseer* should then inform the *language coordinator* of the English language-coordinating congregation of the number requested by the congregation. Please keep accurate records so that each publisher who requested a book receives a copy. Language-coordinating congregations should use the mnemonic *rr* or the item number 5435 when requesting the standard edition. The mnemonic *rrlp* or the item number 5444 should be used for requesting the large-print edition.

2. **JW.ORG E-mail Contact Search:** It is now possible to send messages between jw.org e-mail users globally. This new functionality will be useful when a publisher moves to another country and the secretary must send congregation records to the elders in the receiving congregation. The e-mail address for a congregation can be located using the Contact Search feature on jw.org. (Log in to your jw.org account. Look under LOOKUP > CONTACTS.) Since this e-mail address is a distribution list, the message will be sent to all the elders in the congregation.

3. **JW.ORG E-mail Technical Assistance:** Step-by-step instructions and how-to videos for logging in to your inbox, setting-up or syncing your personal devices, sending messages from the Contact Search feature, and so forth are provided on jw.org. (Log in to your jw.org account. Look under INBOX.) If additional technical assistance is needed to access or use jw.org e-mail, please seek

help from a knowledgeable jw.org e-mail user. To ensure that your account is not compromised, *never* share your login password with anyone. If you suspect that your password has been compromised, change it immediately. If you cannot resolve your issue locally, you may contact the jw.org Help Desk at the branch office. The contact information for the Help Desk can be found by selecting the “Contact Us” link when logged in to jw.org.

4. **Public Witnessing Posters:** We are pleased to inform you that magnetic-compatible public witnessing posters for the *Awake!* and the public edition of *The Watchtower* will be made available in selected languages. Each congregation may submit a standing request for magnetic-compatible posters for all issues of the *Awake!* and another standing request for magnetic-compatible posters for all issues of the public edition of *The Watchtower*. Please submit your standing requests by **Monday, October 29, 2018**. There is no provision to request a magnetic-compatible poster for only one issue of a public magazine. In due course, the *Public Witnessing Supplies* (S-80) form will be updated to include information about these posters. As a reminder, adhesive posters should not be used on the magnetic boards as this will damage the boards. In view of the costs associated with providing magnetic boards, posters, and other public witnessing equipment, discernment is needed to ensure that these items will be financially supported by the congregation.

5. **Branch Relocation Video Update:** A video about the branch relocation project has been prepared and should be shown to the congregation during the local needs part in the midweek meeting for the week commencing December 3, 2018. This will be available for download during the week of November 26, 2018.

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FOR THE CONGREGATION

1. **Annual Meeting Releases:** At the annual meeting of the Watch Tower Bible and Tract Society of Pennsylvania held on Saturday, October 6, 2018, two new provisions were announced.

A 24-page brochure entitled *Apply Yourself to Reading and Teaching* was released. This new brochure contains concise instruction on 20 essential study points for effective reading and teaching. Approval has been given to translate the *Teaching* brochure into over 350 languages, including numerous sign languages. To provide examples of how to apply the information, a video will accompany each study point in the brochure. Beginning January 2019, one study point and video will be discussed during the first Our Christian Life and Ministry meeting of each month until the entire brochure has been considered.

This brochure will be used in connection with student assignments at the meeting instead of the book *Benefit From Theocratic Ministry School Education*. Beginning with the January 2019 *Our Christian Life and Ministry—Meeting Workbook*, a study point from the *Teaching* brochure will be listed with each student talk. While the *Teaching* brochure includes a page entitled “Record Your Progress,” this page is for the use of the student and will not be updated by the chairman. The *Ministry School* book will continue to be a valuable reference for personal use.

The *Teaching* brochure in all available languages can be accessed on jw.org, *JW Library*, *JW Library Sign Language*, and *Watchtower ONLINE LIBRARY*. All publishers are encouraged to make good use of the electronic copies of this brochure. If you wish to receive a printed copy of the brochure, please inform the literature servant at the conclusion of this meeting.

An announcement was also made about a new 240-page book entitled *Pure Worship of Jehovah—Restored At Last!* The *Pure Worship* book examines the prophecies of the book of Ezekiel. The *Pure Worship* book in English is available on jw.org, *JW Library*, and *Watchtower ONLINE LIBRARY*. Also, videos have been produced to introduce each chapter of the book. We will watch each of these videos in the future when the related information is considered during the Congregation Bible Study. All publishers are encouraged to make good use of the electronic copies of this book. A printed copy of the standard edition or the large-print edition in English may be requested from the literature servant by any publisher who desires to receive one. In due time, information regarding the release of the *Pure Worship* book in additional languages will be provided.