

## Teaching Effectively in Ministry Situations

### UNDERSTANDING HOOK, BOOK, LOOK, TOOK

**Purpose:** This lesson will teach you how to prepare a Bible study or group discussion using a specific method called *Hook, Book, Look, Took*.

**Objectives:** By the end of the lesson you will be able to:

- 1) Put together an effective group Bible study.
- 2) Know how to guide the discussion using strategic questions.

Good questions are the key to success in leading a guided discussion. In any guided discussion or Bible study, the teacher/facilitator should have a specific outcome that he or she wants to lead the group to. This is generally a response or application of the lesson to the students' lives. We have found that preparation beforehand is crucial to the effectiveness of the group. Following is a description of a method called Hook, Book, Look, Took that will help you put together your own Bible study in an interesting and effective manner. You will also find suggestions designed to help you to construct good questions to fit the Hook / Book / Look / Took Outline.

The Hook/Book/Look/Took method focuses on four main aspects of any group study. You must first grab the students' attention in order to introduce the lesson and lead them to want to be involved in the material. The second area of concentration needs to be the Bible since you can not have a Bible study without looking into God's Word. After reading Scripture and seeing the Biblical truths revealed, the learners must also then take these truths and see what they mean. Finally from here, application of the text to the student's own lives must be made.

Before you can teach a lesson, you must start by preparing the lesson in advance. This may seem obvious, but it needs to continually be stated. If you do not plan ahead how you are going to address the four parts of the study, you can be assured that the students' will know and that the lesson will not a success. When preparing your discussion, you must have a specific objective(s) in mind for where you want the discussion to end up. Objectives are vital in helping you determine if the group was successful and in helping you evaluate the effectiveness of the lesson.

On the next pages, you will find a chart outlining the Hook/Book/Look/Took method. This chart will explain what each portion of the method is and its purpose, will give examples of how to utilize and apply each part, and will also give sample questions that will help you determine the types of questions you need to ask to bring the group to the point of personal application. You will also find several hook ideas that will help you introduce a variety of subjects that you may be studying, and then you will find a sample outline that you can use to organize your own studies.

## EXPLANATION OF HOOK/BOOK/LOOK/TOOK

PURPOSE	SUGGESTED HOW TO'S	EXAMPLES
<p><b>HOOK</b></p> <ul style="list-style-type: none"> <li>- To get attention.</li> <li>- To set a goal for discussion.</li> <li>- To act as a transition to the Bible discussion.</li> <li>- See attached "Hook Ideas.</li> </ul>	<ul style="list-style-type: none"> <li>• Should appeal to discussion.</li> <li>• Should be focused on the group's needs and/or interests.</li> <li>• Shouldn't necessarily be Biblical in nature but set the stage for it.</li> <li>• Should not be answerable with a Yes or No.</li> <li>• Should be simple and direct.</li> </ul>	<ul style="list-style-type: none"> <li>✓ What makes people happy?</li> <li>✓ How do you get rich?</li> <li>✓ What are you living for?</li> <li>✓ What makes a good friend?</li> </ul>
<p><b>BOOK</b></p> <ul style="list-style-type: none"> <li>- To lead the learner to discover Biblical truths.</li> <li>- To aid the learner in understanding the truths discovered.</li> <li>- Make observations.</li> </ul>	<ul style="list-style-type: none"> <li>• Should relate to the Hook portion of your discussion.</li> <li>• Should help in the discovery of the facts, usually by beginning with, Who?, What?, How?, Why?</li> <li>• Should clarify and define the truths discovered.</li> </ul>	<ul style="list-style-type: none"> <li>✓ What in the book of Philippians brings Paul joy or causes him to rejoice?</li> <li>✓ Who is talking to whom in this verse(s)?</li> <li>✓ Where did this take place?</li> <li>✓ Why do you think the passage(s) or verse(s) is here?</li> </ul>
<p><b>LOOK</b></p> <ul style="list-style-type: none"> <li>- To guide the learner to formulate the truths into principles to which he can respond.</li> <li>- Sets the stage for application.</li> </ul>	<ul style="list-style-type: none"> <li>• Should summarize the facts discovered and draw out the principles or truths.</li> <li>• Should help clarify and formulate the truth(s) so application can be made.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Why is Paul joyful even amidst adverse circumstances?</li> <li>✓ What can we learn from Paul about a joyful attitude?</li> <li>✓ How can you tell when a person is joyful?</li> </ul>
<p><b>TOOK</b></p> <ul style="list-style-type: none"> <li>- To make personal, specific application of the Biblical truths discovered.</li> <li>- Desire specific, changed behavior.</li> </ul>	<ul style="list-style-type: none"> <li>• Should bring the discovered truth to a level of practical, personal application.</li> <li>• Should help the individual see how the truth can be specifically applied to his life.</li> <li>• Should not be general and vague. Have group members write out their planned application and share it with the group.</li> </ul>	<ul style="list-style-type: none"> <li>✓ How do you plan to demonstrate joy this week (Be Specific)?</li> <li>✓ In what specific situation do you plan to display joy this week?</li> <li>✓ Think of a situation at _____(Home, School, Work, etc.), where you have not been joyful but will trust the Lord to make you joyful.</li> </ul>

## Hook Ideas

1. Agree/Disagree sheet.
2. "Buzz groups" - Divide the group into pairs and have them discuss a question. Then have the group come back together and share their answers with everyone.
3. Case study - Read a story or illustration that is related to the lesson and ask questions about it.
4. Relate a current event or movie to the lesson.
5. Use a story from a devotional book that relates to the lesson.
6. Have a "mini-debate." Divide the group and defend opposing views that relate to the lesson.
7. Have the group draw stick figures of a situation or subject and share them with the group.
8. Have the group close their eyes and visualize a memory. Remember sights, sounds, touch, and tastes. Pick a memory that relates to the Bible Study lesson.
9. Use secular magazine ads or newspapers to create a collage that could double as a message from God (i.e., if the topic is on assurance of your salvation, then cut out phrases from magazines like: "Lifetime guarantee;" "Here's an unprecedented anti-aging complex").
10. Use a tape at the beginning with a brief talk or song that relates to the topic.
11. Do a Word Study - (eg. "to be filled" - Similar to wind filling the sail on a boat. Bring a toy sail boat and bowl of water and illustrate the direction and power of the boat when you blow on the sail. Or, bring a little fan and a plastic bag. Turn the fan on and illustrate the effect on filling the bag with wind from the fan.)
12. Do a small skit or "stage an argument" about the topic.
  - a. Gossip - Send three people out of the room and stage a conflict. Have one after the other explain the conflict and see if the story changes.
  - b. Discipleship/Modeling - Have one person try to "mirror" funny movements of another person.
  - c. Trust - Have someone fall backwards into the arms of a "trustworthy object."
  - d. Involvement in a local Church - Stage a fight over the topic by arranging beforehand to have a "discussion" with a Bible study member on whether you need to attend church or not. You should take opposing views. Don't let the others in the study know that this is a pre-planned discussion. Allow the others to join into the conversation. Then introduce the Ten Basic Steps #1, lesson 6 on "Church."
13. Match Scriptures with statements.
14. Brainstorm an idea.
15. Bring items to illustrate the topic. For example:

- a. Multiplication - bring dried peas and a checkerboard; double the peas on each square of the checkerboard.
- b. Relationship vs. fellowship - Bring a picture of your family to talk about the fact that you will always be related to your family.
- c. Dealing with temptation - Bring a plate full of brownies with a "Do Not Touch" sign.
- d. Fact, Faith and Feeling - Bring a toy train and label the sides.

### **Assignment:**

Prepare a “Hook, Book, Look, Took” for Follow-up Lesson #2 “Your New Life in God’s Love.” Photocopy and use the outline on page 5 of the notes. Be prepared to share what you came up with during class next week when the students will be broken up into small groups.

### **Discussion Questions:**

1. How would you put together an effective group Bible study?
  
2. What are some ways to guide a discussion using strategic questions?

## Sample Lesson Planning Chart

The following is designed to help you construct good questions to fit the *Hook/Book/Look/Took* outline.

Lesson Title:

Objectives: To Know:

To Feel:

To Do

	OBJECTIVES (What I want <b>them</b> to know, feel or do)	QUESTIONS / IDEAS (What <b>I</b> need to ask or do)
		
		
		
		