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COMMUNITY CHURCH

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**ALONE
WITH
GOD**



*PERSONAL
TIME WITH
JESUS*

THE HOUR THAT CHANGES THE WORLD

This is a simple twelve-step plan for filling an hour with meaningful prayer. These steps are simply suggestions – everyone has a different prayer life. You will notice this is called “The Hour That Changes the World” that is because developing such a prayer habit will lead you into a ministry that not only changes you, but the world around you!

1. Praise – Psalm 63:3; Hebrews 13:15; Matthew 6:9b

All praise should begin with recognizing God’s nature. The Lord’s Prayer – our model for all praying – begins with “Our Father which art in Heaven, hallowed be thy Name.” Praise is an aspect of prayer in which we vocally esteem God for His virtues and accomplishments.

2. Be Still – Psalm 37:7; Isaiah 40:31; Lamentations 3:25

Not only should we begin prayer with praise, but time should also be given to being quiet in God’s presence. The original Hebrew text of Psalm 37:7, “Rest in the Lord,” means “be still” in the Lord. This is not meditation, or a time for listening, it is simply taking time to let God love you!

3. Confess – Psalm 139:23, 24; Psalm 51:10,11; 1 John 1:9

The Psalmist asked God to search his heart for unconfessed sin. He knew sin was one of the greatest roadblocks to answered prayer (Psalm 66:18). Early in prayer we need to make time for confession. This clears the way for powerful praying.

4. The Word – 2 Timothy 3:15; Psalm 19:7,8

At this point in prayer we read God’s Word. “The commandment of the Lord (God’s Word) is pure, enlightening the eyes,” wrote King David. When we bring God’s Word into our prayer, we are opening our eyes to new possibilities in God.

5. Intercede – 1 Timothy 2:1, 2; Psalm 2:8; Matthew 9:37, 38

Our prayer now centers on intercession for a lost and dying world. This includes praying for others who have desperate needs.

6. Petition – Matthew 7:7; Matthew 6:11; James 4:2

This aspect of prayer concerns our personal needs. Petition is included in the Lord’s Prayer in the expression, “Give us this day our daily bread.” To petition God is to open our need to Him through prayer.

7. The Word – Jeremiah 23:29; 2 Samuel 22:31; Numbers 23:19
Bringing God’s Word into prayer is so important it appears twice on the list. Earlier it was suggested that you read God’s Word. Here you bring actual Scripture into your prayer. Praying God’s Word means praying His will.

8. Give Thanks – Philippians 4:6; Psalm 100:4
When Paul wrote to the Philippians he instructed them to offer prayer and supplication “with thanksgiving.” Thus, thanksgiving should occupy more than a single aspect of our prayer – it should be sprinkled throughout.

9. Sing – Psalm 100:2; Ephesians 5:19; Psalm 144:9
Melody, in its truest sense, is a gift of God for the purpose of singing praises unto Him. Many Christians, unfortunately, have never learned the beauty of singing a “new” song unto God during prayer. These songs may come straight from your heart with the Holy Spirit creating the melody. After all, Paul spoke of singing “spiritual songs” (Ephesians 5:19). To sing unto the Lord is to worship God in melody.

10. Meditate – Joshua 1:8; Psalm 1:1, 2; Psalm 77:12
To wait in God’s presence is simply to be there to love Him. To meditate is to ponder spiritual themes in reference to God.

11. Listen – Ecclesiastes 5:2; 1 Kings 19:11,12
Whether through His written Word or by the “still small voice” of His Holy Spirit, God speaks to praying Christians. But we must take time to listen. Listening is different from both waiting and meditation. Here we listen for direct orders from our Heavenly Father concerning the activities of our day.

12. Praise – Matthew 6:13; Psalm 100:4; Psalm 150
There is an imaginary door to every prayer time with a sign affixed that simply reads “praise.” We must always enter prayer through this door. And when prayer moves toward its conclusion we must look for this same door. We begin our prayer by recognizing God’s nature, and we end in similar fashion. Jesus taught this when He ended His prayer with the statement, “For Thine is the Kingdom and the Power and the Glory forever, Amen!”

SPENDING TIME WITH THE LORD

1. Start by worshipping the Lord.

Worship the Lord by quoting scripture or through song, worshipping to a CD or playing guitar. The goal is to focus your heart on Jesus, the Author and Perfector of your faith, and to allow you to rejoice in God's goodness and His faithfulness to fulfill His promises.

2. Meditate on the Father, Son and Holy Spirit.

You may find the following scriptures helpful: Psalm 139:13-17; Hebrews 1:1-3; John 16:7-16

3. Pray for:

- a. Intimacy with Christ, power to walk with God and for any specific needs you or others might have.
- b. Family: Parents, children, spouse, siblings
- c. Those in authority over you: Lifegroup leaders, church leaders, government leaders, etc.
- d. Peers: People in your Lifegroup, friends, roommates, classmates, co-workers, etc.
- e. Pray for the unreached nations of the world and for those you know who do not have a personal relationship with Jesus. Pray for the veil of unbelief to be lifted from their eyes, taking away any strongholds that are keeping them from knowing Christ.

4. Spend time learning to listen to the Lord.

Ask God if there is anyone you need to encourage or if there is any area of your life that is not totally submitted to Him. Keep a journal, noting what God is saying.

5. Read and memorize His Word.

Start by reading a chapter of the Old Testament and a chapter of the New Testament, or you could read through the Bible in a year (see page on Reading Through the Bible in a Year). Pick a scripture verse or passage to memorize each week and recite it daily.

6. Always end your time praising God and thanking Him for His goodness.

JOURNALING

Then He said to them, "Take heed what you hear. With the same measure you use, it will be measured to you; and to you who hear, more will be given. For whoever has, to him more will be given; but whoever does not have, even what he has will be taken away from him" (Mark 4:24-25).

Journaling is one of the best ways to process, record and protect the things God is speaking to us. Even those with the best memories cannot recall every lesson learned from scripture or every impression from the Spirit. Think of a journal as a treasure chest where we store up the priceless revelations God is giving us. These revelations can come through various means (see page on Hearing God).

One way is through Scripture. Wayne Cordeiro outlines the SOAP method for journaling through the Bible in his book, *The Divine Mentor*.

1. Scripture: As you read a passage of scripture, take time to let God speak. Do not try to speed through the text, but learn to listen as you read. Jesus said that, "My sheep hear My voice" (John 10:27). Listen with expectation!

2. Observation: Ask Holy Spirit to teach and reveal Jesus to you. Ask Him what He is saying and write down the part of scripture that stands out to you. Write any impressions that come as you read the text.

3. Application: It is important to personalize what you have read. How does this apply to your life right now? What encouragement, lesson, instruction, correction or revelation is there for you? Write out how this applies to you right now.

4. Prayer: Of course, prayer is happening throughout this entire process. But, now take time to really focus and ask God to give more illumination and revelation on this scripture. And then listen. Remember, prayer involves two-way communication. Write down the things you sense He is saying.

Other ways God speaks are impressions from the Spirit, dreams, visions, prophetic words or divinely ordered circumstances. It is important to write these down in order to remember what God is speaking.

Journaling shows the high regard we have for the things God is saying to us and makes a statement of faith that says: We believe God speaks; we will listen carefully to Him; we will treasure His every word; and we will carefully obey everything He says.



*SEEKING GOD
THROUGH
WORSHIP*

WHO GOD IS

Read one Scripture and worship Him for each aspect of His Character.

Father:

Genesis 1 - 3
Psalm 27:10
Psalm 103
Psalm 104
Psalm 105
Psalm 139
Isaiah 40:11
Isaiah 49:14-16
Jeremiah 29:11
Jeremiah 31:3, 20

Son:

Psalm 103:1-6
Isaiah 53
The Gospels
John 1
Colossians 1:14-28
Ephesians 1:19-22
Hebrews 1:1-3
Revelation 1-3
Revelation 5
Song of Solomon

Holy Spirit:

John 16:7-16
I Corinthians 2:9-16
Romans 8:25-26
Genesis 1:2
Zechariah 4:6
Zechariah 12:10
Isaiah 61:1-3
Isaiah 11:1-3
I Corinthians 12-14
Acts 1:8
Acts 4:31

DECLARATIONS

God's desire for His children is freedom. In John 8:32, Jesus says we will "know the truth, and the truth will set [us] free." Declaring truth from the Word of God brings freedom and is a powerful tool in the transformation of our minds (Romans 12:2).

"For with the heart a person believes (adheres to, trusts in and relies on Christ) and so is justified (declared righteous, acceptable to God), and with the mouth he confesses (declares openly and speaks out freely his faith) and confirms [his] salvation" Romans 10:10 (Amplified).

Steve Backlund's Basic Declarations:

These basic declarations (confessions) are foundational to the building of your faith. They will increase your expectancy of God's goodness; and, thus, will increase the manifestation of that goodness in your life. Jesus said, "According to your faith, so be it" (Matthew 8:13). Say these every day for a month and see what happens to your life. It will be exciting!

- 1. My prayers are powerful and effective (2 Corinthians 5:21; James 5:16b).**
- 2. God richly supplies all my financial needs (Philippians 4:19).**
- 3. I am dead to sin and alive to obeying God (Romans 6:11).**
- 4. I walk in ever-increasing health (Isaiah 53:3-5).**
- 5. I live under a supernatural protection (Psalm 91).**
- 6. I prosper in all my relationships (Luke 2:52).**
- 7. I consistently bring God encounters to other people (Mark 16:17,18).**
- 8. Through Jesus I am 100 percent loved and worthy to receive all of God's blessings (Galations 3:1-5).**

For more information, visit Steve & Wendy Backlund's website, ignitedhope.com.

SINGING

1. Praise & Worship to known songs

Psalm 100:4 "Enter His gates with thanksgiving and His courts with praise; give thanks to Him and praise His name." (NLT)

If you do not play an instrument you can turn on your iPod or a CD and begin to turn your heart to Him in worship and adoration as you sing along.

2. Singing to God from your heart in your own words

Psalm 98:1 "Sing a new song to the Lord for He has done wonderful deeds." (NLT)

In your own words tell the Lord who He is, thanking Him for all He has done and expressing your love to Him.

3. Singing to God from the Word

Colossians 3:16 "Let the word of Christ richly dwell within you, with all wisdom teaching and admonishing one another with psalms hymns and spiritual songs, singing with thankfulness in your hearts to God." (NASB)

Singing the Truth produces thankfulness for who God is and prepares the way for Him to do a deeper work in our hearts ("dwell in us richly"). This also helps us memorize the Word which transforms us (Hebrews 4:12).

Psalm 119:54 "Your decrees have been the theme of my songs wherever I have lived." (NLT)

THANKSGIVING

Psalm 107:21-22 says, "Let them give thanks to the Lord for His unfailing love, and His wonderful deeds to men. Let them sacrifice thank offerings and tell of His works with songs of joy." (NIV)

Thankfulness is another facet of worship. Psalm 100:4 talks about how we "enter His gates with thanksgiving and His courts with praise." As we begin to thank God for who He is, for all He has done in our lives, and for the many blessings He has given, we enter into His presence in joyful worship. Psalm 50:23 tells us that as we give thank offerings to God, a way is prepared to reveal the salvation of God. Thankfulness prepares a way for God to reveal Himself.



*SEEKING GOD
THROUGH
PRAYER*

HEARING GOD'S VOICE

*Hearing God's voice is not for the select few;
all believers can hear His voice. - John 10:3-4*

SIMPLE WAYS TO START:

1. Focus your mind and heart on Jesus (Colossians 3:1-2)

When someone speaks to us, we turn to look and listen. It is the same with God. God is frequently speaking, but often times our busy and noisy inner lives hinder us from hearing Him. When we come to Him, we turn our hearts, thoughts and attention to Him and what He is saying.

2. Surrender your mind, will and emotions (Romans 12:1)

As we do this, we come with open hands to receive and ears to hear.

3. Believe and expect (Hebrews 11:1)

Radio waves are constantly playing even though we cannot see them. In order to hear, we must tune in. In like manner, God is constantly speaking and we must tune in by faith to hear His voice.

Ways God Speaks:

*See below for handrails to understand if it is God speaking or not.

1. Scripture (Hebrews 4:12)

Scripture is the foundation for how we know God and hear His voice. At times, the Spirit will cause a verse to stand out and bring new revelation and insight into a situation.

2. A still small voice or whisper (1 Kings 19:10-13)

Often times, God speaks to our redeemed thoughts, senses and imagination. Here are a few examples of how that happens:

- a. **Thoughts** (1 Corinthians 2:16) – We have the mind of Christ and God speaks through our thoughts. For example, as you pray for your neighbors you suddenly think to pray peace for their children.
- b. **Mental images or pictures** (John 5:19, 8:38) – God often speaks into our imagination through mental pictures, just as Jesus did what He saw the Father do. For instance, you are praying for America and you see God lighting a fire in the Midwest in your mind's eye, which leads you to pray that God's presence would fall in the Midwest like a fire.
- c. **A sense** (Ephesians 1:13-14) – God's Spirit is sealed in us, and will speak to our innermost being. For example, throughout the day you have an intuitive sense or feeling that you need to pray for a friend or talk to a certain person.

3. Dreams (Acts 16:9)

Not all dreams are from God, but sometimes we wake up with a clear sense that God was speaking.

4. Other

Be open for God to speak outside the box, such as with an audible voice (Matthew 3:17, Acts 9:4), a vision you see with your eyes (Acts 10:9-11), natural circumstances (Psalm 19:1-2), etc.

IS THAT GOD?

1. Does it line up with scripture? – God will not contradict His Word.

2. Does it bear the fruit of the Spirit? (Galatians 5:22-23) – Is what you are hearing filled with and cause love, joy, peace, patience, etc.?

3. What does it produce? – Does it produce liberty or bondage? Does it produce life or death? Does it draw you closer to God or push you away from God?

PRINCIPLES FOR EFFECTIVE INTERCESSION

Joy Dawson

1. Praise God for who He is, and for the privilege of engaging in the same wonderful ministry as the Lord Jesus.

Hebrews 7:25 – “He ever lives to make intercession for them (His own).”
Praise God for the privilege of cooperating with Him in the affairs of men through prayer.

2. Make sure your heart is clean before God, by having given the Holy Spirit time to convict, should there be any unconfessed sin.

Psalms 66:18 – “If I regard iniquity in my heart, the Lord will not hear me.”
Psalm 139:23-24 – “Search me, O God, and know my heart: try me, and know my thoughts: And see if there be any wicked way in me and lead me in the way everlasting.”

Check carefully in relation to resentment to anyone.

Notice the link between forgiveness and prayer in God’s Word.

Matthew 6:12 – When Jesus instructs the disciples how to pray He says, “Forgive us our debts, as we also have forgiven our debtors” and IMMEDIATELY FOLLOWING the “Lord’s Prayer” He says, “For if you forgive men their trespasses, your Heavenly Father also will forgive you; but if you do not forgive men their trespasses, neither will your Father forgive your trespasses” (verse 14).

Mark 11:25 – “And whenever you stand praying, forgive, if you have anything against anyone; so that your Father also who is in Heaven may forgive you your trespasses.”

Now notice the link between forgiveness and faith when we pray:

Mark 11:24 – “Whatever you ask in prayer, believe that you receive it, and you will.”

Then comes verse 25, warning us to forgive anyone who has wronged us. Luke 17:3-5 – “Take heed to yourselves; if your brother sins, rebuke him, and if he repents, forgive him; and if he sins against you seven times in the day, and turns to you seven times, and says, ‘I repent’ you must forgive him.’ The apostles said to the Lord, ‘INCREASE OUR FAITH!’ and the Lord said, ‘If you had faith as a grain of mustard seed, you could say to this sycam^one tree, ‘Be rooted up, and be planted in the sea,’ and it would obey you.”

Job had to forgive his friends for their wrong judging of him, before he could pray effectively for them.

Job 42:10 – “And God restored the fortunes of Job, when he prayed for his friends; and the Lord gave Job twice as much as he had before.”

Galatians 5:6 – “Faith works through love.”

3. Acknowledge you can't really pray without the direction and energy of the Holy Spirit.

Romans 8:26 – “The Spirit helps us in our weakness: for we know not how to pray as we ought.”

Ask God to utterly control you by His Spirit, receive by faith that He does, and thank Him.

Ephesians 5:18 – “Be filled with the Spirit.”

Hebrews 11:6 – “Without faith it is impossible to please Him.”

4. Deal aggressively with the enemy. Come against him in the all-powerful Name of the Lord Jesus Christ and with the “sword of the Spirit”—the Word of God.

James 4:7 – “Submit yourselves therefore to God. Resist the devil and he will flee from you.”

5. Die to your own imaginations, desires, and burdens for what you feel you should pray.

Proverbs 3:5, 6 – “Lean not unto your own understanding.”

Proverbs 28:26 – “He who trusts in his own mind is a fool.”

Isaiah 55:8 – “My thoughts are not your thoughts.”

6. Praise God now in faith for the remarkable prayer meeting you're going to have. He's a remarkable God and will do something consistent with His character.

7. Wait before God in silent expectancy, listening for His direction.

Psalms 62:5 – “For God alone my soul waits in silence, for my hope is from Him.”

Micah 7:7 “But as for me, I will look to the Lord, I will wait for the God of my salvation; my God will hear me.”

Psalm 81:11-13 – “But My people did not listen to My voice; Israel would have none of Me. So I gave them over to their stubborn hearts, to follow their own counsels. O, that My people would listen to Me, that Israel would walk in My ways!”

8. In obedience and faith, utter what God brings to your mind, believing.

John 10:27 – “My sheep hear My voice . . . and they follow Me.”

Keep asking God for direction, expecting Him to give it to you. He will.

Psalm 32:8 – “I will instruct you and teach you the way you should go; I will counsel you with my eye upon you.”

Make sure you don't move on to the next subject until you've given God time to discharge all He wants to say to you regarding this particular burden: especially when praying in a group.

Be encouraged from the lives of Moses, Daniel, Paul, and Anna, that God gives revelation to those who make intercession a way of life.

9. If possible have your Bible with you should God want to give you direction or confirmation from it.

Psalm 119:105 – “Thy Word is a lamp to my feet and a light to my path.”

10. When God ceases to bring things to your mind to pray for, finish by praising and thanking Him for what He has done, reminding yourself of Romans 11:36, “For from Him and through Him and to Him are all things. To Him be the glory forever! Amen.”

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HOW TO PRAY FOR THOSE WHO DO NOT KNOW JESUS

Ask God	to give us a burden for lost people: Romans 9:1-3; Romans 10:1
Claim laborers	for the harvest: Matthew 9:38
Seek God	for opportunities for our congregation to witness and invite people to the Lord or to Lifegroup: Colossians 4:2-4
Receive in praise	the promise of fruit: John 15:16
Repent	of fear in witnessing and petition God for church-wide boldness in witnessing: Ephesians 6:17-20; Acts 4:31-32
Beseech God	to give us power to win the lost: Acts 1:8; Colossians 1:28
Believe God	for conviction of sin: Acts 2:37-38
Bind in Jesus' name	the force of doubt veiling their minds: 2 Corinthians 3:14-16; 4:3-4
Pray	for their hearts to be opened to believe: Acts 16:14
Thank	the Holy Spirit for wooing them to the Father: John 6:44; 16:7-11
Praise Him	for miracles to happen to bring people to Christ: Acts 3; John 14:12-13
Intercede	for a support base of literature, tapes, Bibles and money to win the lost: Deuteronomy 8:18; Acts 28:10
Remind God	in humility of His desire to reward our faith with souls: Hebrews 11:6
Request	a city-wide vision for the harvest in our city: John 4:35
Expect	people to be touched by the Holy Spirit as we worship God: Acts 16:25
Invite God	to change your life as a sign to the lost: 2 Corinthians 5:17
Entreat Jesus	for church-wide agreement in soul winning: Matthew 18:18-19
Desire of God	a creativity to be given to our church to win the lost: Psalm 37:4
Trust God	for a shepherding spirit to disciple and care for the new converts: Psalm 37:3; Ezekiel 34

Worship Him and anticipate a great reaping for what has been sown!

PRAYING THE LORD'S PRAYER

"Our Father, who art in heaven..." Recognize your relationship with Him. Recall His Father-heart for you and for those for whom you pray (1 John. 3:1).

"Hallowed be Thy name..." Recall the covenant names of God and their meaning and application for today (He is our banner, our righteousness, our provider, our healer, our peace, our sanctifier, our shepherd). Meditate on these.

"Thy Kingdom come, Thy will be done..." Spend time submitting your plans to God and ask for His Kingdom to come and His will to be done in your life. Also pray that our nation's leadership would walk in His will, pray for your family, etc. Get scriptures for the areas of concern.

"Give us this day our daily bread..." Appropriate His provision in areas of material concern.

"And forgive us our debts as we forgive our debtors..." Ask the Holy Spirit to search you and point out areas where repentance is needed. Forgive those against whom you are holding grudges (Proverbs 4:23; Matthew 5:44).

"And lead us not into temptation but deliver us from evil..." Know the Truth of the Word of God and use it against the devil (1 Timothy 6:12; Ephesians 6).

"For Thine is the kingdom, and the power, and the glory forever." End with praise (Revelation 5:13).



*SEEKING GOD
THROUGH
HIS WORD*

MEDITATING ON THE WORD

Psalm 1:2 "...on his law he meditates day and night."

Hagah: to speak with oneself; murmuring

Psalm 119:99 "...for I meditate on your statutes."

Siychah: to muse, to study, especially related to divine things

Psalm 19:14 "May the words of my mouth and the meditation of my heart be pleasing in your sight, O Lord..."

Higgayown: a musical notation, a resounding sound

1 Timothy 4:15 "Meditate upon these things..."

Meletao: to be diligent in, to devise, to contrive, to attend to carefully

Biblical meditation is not the emptying of one's mind (like transcendental meditation), but rather setting and filling of your mind with thoughts of God. With reference to the words above, meditation is deep pondering, contemplation, musical repetition and careful reviewing of scriptures.

WAYS TO MEDITATE ON THE WORD:

1. Ask God to open your eyes to understand the word. Ask Him for insight into how His word should be applied in your life, workplace, relationships, etc.
2. Record your thoughts. Write what the scripture says to you as well as other references that relate to that verse.
3. Emphasize each word of the verse. Think about what each word means and how the meaning changes with each emphasis.
4. Visualize the verse: If you are reading a story from the Gospels or elsewhere, picture what is happening: What noises are there? What smells? What is the weather like? What is the attitude of the people? How do you react to what is being said? How does this apply to your own life?
5. Paraphrase the verse: Rewrite the verse in your own words. Apply it to your present circumstances.
6. Sing the verse: Either sing the words directly, or make up words that fit the verse, what you have learned or how it applies to your present situation. Use it to praise God and to encourage yourself.
7. Pray the verse back to God. Pray the verse for yourself or on behalf of someone else.

BIBLE STUDY

Set a goal:

1. Pick your “Top 10 Most Wanted” books to study. Study one book at a time.
2. Select the specific times in the week that you will dedicate for study.

How to Study a Book of the Bible – 5 Simple Steps:

1. **Highlight** – Select two commentaries, read each one, highlighting the key sentences. Do this for one biblical paragraph at a time. Go slow.
2. **Title** – In your own words title each paragraph in the Bible book that you study.
3. **Study Notes** – Write insights from the commentary for the key verses from each paragraph (sometimes write word for word, other times paraphrase).
4. **Journal** – Write your personal meditations and observations.
5. **Pray** – Write a brief prayer from the passage when applicable.
*NOTE – If you first write your notes on paper, it is a good idea to also store a copy on your computer (or vice versa).

Materials and Supplies:

Computer/notebook, pens/pencils, paper, highlighter, commentaries (for the specific books you are currently studying)

Internet Resources:

soniclight.com (click on study aids)
ccel.org (old commentaries)
otgateway.com
tyndale.cam.ac.uk/tyndale/links_biblical.htm #anchortools
crosswalk.com
christiansunite.com (click on bible study aids)

SCRIPTURE MEMORY STRATEGIES

IN GENERAL

Ask God for help.

Pick scriptures that are meaningful to you.

Make a list of scriptures you want to memorize early in the year.

Memorize chapters or sections that go together, not lots of individual verses.

Keep reviewing them every day, have a system to review regularly.

Pray the scriptures you memorize.

Meditate on the scriptures in your morning times.

FOR VISUAL LEARNERS

Put note cards up in the bathroom or another place you will see them frequently.

Write out on note cards in some kind of visual pattern (each phrase on a separate line, use indentations, etc.).

Write them out on erase board, erase parts to help memorize.

Use colored pens.

FOR AUDITORY LEARNERS

Record your verses, then listen and read at the same time.

Say aloud to others.

Make up songs or raps.

Repeat aloud to yourself.

FOR KINESTHETIC (MOVEMENT) LEARNERS

Act them out or make up movements to go with phrases.

Write them out on an erase board, erase different words as you memorize.

Copy verses several times as you say them aloud.