

REALIGN Class Leader Checklist

- Watch the *Class Preview* video.
- Meet with decision maker to get approval to start the class.
 - Share the benefits of starting the class at your church.
 - Show the Class Preview Video.
 - Explain costs for the class and expected launch dates.
 - Share your vision for how you will help facilitate the classes and find future leaders.
 - Answer any questions and decide on date to launch class or next steps.
- Sign and return *Licensing Agreement*.
- Sign and return the *Criteria for Class Leader Agreement*.
- Schedule the class and order *Leader's Kit*. (You can also order member's kits)
- Promote the class using posters, banners, and other materials on website. See *Promotional Guide*.
- Have people sign-up for the class at least 2 weeks before the class starts.
- Order materials (allow 14 days)
- Launch class(es)