

How to Use Revering the Word

Most people start by choosing a Bible reading plan. Choosing a plan is also how you create your account, so this guide begins there.

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Getting started: sign up for the 3-Year or 1-Year Plan

You sign up for a plan and create your account in one go, from the plan cards.

1. Go to the [Bible plan cards](#) on the home page. You can also choose [Bible Plans](#) in the menu at the top.

2. Pick the plan you want:

- **3 Year Plan | Full Bible:** the whole Bible, beginning today.
- **3 Year Plan group start:** the whole Bible, beginning with everyone else on the next January 1 or July 1.
- **1 Year Plan | New Testament:** the New Testament, beginning today.

3. Click the button on that card: **Start My Journey**, or **Prepare My Heart** when the group start is still ahead.

4. A form called **Track Your Bible Journey** opens. It shows the day your reading begins.

5. Fill in your email address, a username (you will sign in with this), your name (optional), and a password of at least 8 characters, typed twice.

6. Click **Save My Journey**.

7. Check your email for a message from Revering the Word, and click the button in it to confirm your address. Your plan starts tracking once you do, and a welcome email follows.

8. Click **Sign in** at the top of the site and enter your **username** (not your email) and password.

9. Click **My Journey** at the top. Your first reading is waiting.

Already have an account? Sign in first, then click **Start My Journey** on the card you want and click **Start** to confirm. You follow one plan at a time; starting the other pauses the first and keeps your progress.

Forgot your password? Click **Sign in**, then "Forgot password", and we will email you a link to set a new one.

Prefer not to make an account? Click **Follow along by email** on a card to get each day's reading by email every morning. Nothing is tracked on the site. Every card also has a PDF of the plan to print.

Following your 3-Year or 1-Year Plan

Both plans work the same way: you read one day's passage at a time, and the site keeps your place.

	3-Year Plan	1-Year New Testament Plan
What you read	The whole Bible, beginning in Genesis 1	The New Testament, beginning in Luke 1
How often	Every day	Weekdays only; Saturday and Sunday are rest days
Length	1,095 days	260 readings, plus a final day of reflection
Teaching	A podcast teaching with each day's reading	

My Journey: your reading each day

Once signed in, choose My Journey at the top of the page. It shows:

- today's reading, with the full Scripture text and the day's teaching to play;
- your progress: days read, which day of the plan you are on, and the percentage complete;
- your personal calendar (see "How the calendar works").

When you finish a reading, choose **Mark as read**. Choose it again if you marked it by mistake. Playing a day's teaching on its calendar page also marks that day as read.

Falling behind or catching up

The plan follows the calendar, so it keeps moving if you miss a day. Missed days stay on your calendar, and you can open any of them and mark it read later.

If you were already reading from the PDF or the daily emails before you signed up, use **Mark what you've already read** on My Journey. Enter the day you are on (the reading number, for the New

Testament plan), and the site marks every day before it as read and puts you on that day.

Emails you will receive

- With an account, you get encouragement emails at milestones along the way (3-Year Plan), or a welcome and a completion email (New Testament Plan). Your daily reading is on My Journey rather than in your inbox.
- Following by email only, you get the day's reading each morning.
- You can change these at any time in Settings, or from the link at the bottom of any of our emails.

The 1-Month plan

Each month we pick one book of the Bible to read in about 30 days: a short, doable daily reading with a podcast teaching. It is a good place to begin if you are not sure where to start. The **1 Month Plan** card on the home page and the [Bible Plans](#) page shows this month's book.

1. On the 1 Month Plan card, download the **PDF**.
2. Start any day you like. Day 1 is the day you begin; there are no dates to fill in.
3. Read one day's passage each day and tick it off as you go.

No account or sign-up is needed for the 1-Month plan, and it is not tracked on the site.

How the calendar works

The calendar shows every day of your plan, what to read on it, and whether you have read it.

Your reading calendar

Your personal calendar is on My Journey and opens on the current month.

- Move between months with the arrows, or jump to a year and month with the drop-down lists.
- Each day shows its plan day number and its reading.
- The colors tell you where you are:

Color	Meaning
Gold	Read
Navy	Today
Grey	Missed: not marked read yet
White	Still ahead
Dashed outline	Before you started

Choose any day to open its page. A day's page has the reading, the Scripture, the teaching to play, and a discussion where members share comments on that day's passage. Use **Previous** and **Next** to move a day at a time, or **Back to Calendar** to return.

The full 3-Year calendar is also open to everyone under Bible Plans → [Online Calendar](#), so visitors can see the plan before they sign up. The New Testament plan's calendar is on My Journey, with Saturdays and Sundays marked as rest days.

Group start dates

Twice a year, on **January 1** and **July 1**, we begin the 3-Year Plan together as a group. The group start card on the home page changes through the year to match:

When you sign up	The card says	Your plan starts
January 1–4	Start My Journey	The day you join, as the January group begins
January 5 – end of February	Start My Journey	The day you join
March 1 – June 30	Prepare My Heart	The coming July 1
July 1–4	Start My Journey	The day you join, as the July group begins
July 5 – August 31	Start My Journey	The day you join
September 1 – December 31	Prepare My Heart	The coming January 1

If you choose **Prepare My Heart**, your plan waits for the start date, and nothing is sent until then. You can always start on your own instead with **3 Year Plan | Full Bible**.

Fellow Messenger

Fellow Messengers are partners who support the ministry with a gift, and in return join a closer community around the Word.

What Fellow Messengers receive

- A paperback copy of *Altar'd*.
- A Revering the Word lanyard with invitation cards to share.
- Occasional personal messages from Pastor Jay.
- The **forum**, for Biblical questions and prayer requests (below).
- Everything every member gets.

Our team reaches out to welcome each new Fellow Messenger and mails the partnership package.

Becoming a Fellow Messenger

1. Choose **Become a Fellow Messenger** on the home page.
2. Choose how you would like to partner: monthly, quarterly, an annual gift, a one-time gift, or "I am already supporting".
3. Choose an amount (\$25, \$50, \$100 or your own).
4. Choose how to give: card, check or Zelle. The form shows the details for a check or Zelle.
5. Enter your mailing address, so we can send your package.
6. **If you don't have an account yet**, the same form signs you up: enter your name, email, a username, and a password typed twice. Then confirm your email from the message we send. If your email already has an account, sign in first and the form asks only for what is missing.
7. Submit the form. Giving by card takes you to a secure payment page to finish.

The forum: prayer requests and Biblical questions

Once you are a Fellow Messenger, choose **Forum** from the menu under your name. It has two categories:

- **Prayer Requests:** share what you would like prayer for, and pray for others.
- **Biblical Questions:** ask about a passage or a teaching, and talk it through with other Fellow Messengers.

To start a conversation, choose **Create Thread**, pick a category, add a title and your message, and attach pictures if you like. To answer someone, open their thread and use **Add a Reply** at the bottom. You can react to a post (Like, Helpful, Insightful), edit your own posts, and choose **Report Post** if something doesn't belong.

Your profile and account

Once signed in, click your name at the top right.

- **Profile:** your name, a short bio and a favorite verse, and **Change Password**.
- **Settings:** your email choices, your preferred Bible translation and your time zone.

Deactivating or deleting your account is at the bottom of your Profile, under **Your Account**. Both ask for your password.

- **Deactivate** switches your account off for now. Nothing is lost: sign in again with your username and password whenever you like, and it switches back on.
- **Delete** closes your account. After 30 days your details, notes, bookmarks, highlights and reading progress are permanently erased. Within those 30 days, contact the ministry if you change your mind.

The parts of the website

The menu at the top of every page leads to each part of the site; on a phone or small screen, it folds into the menu button.

Part	Where to find it	What it is for	Account needed?
Home	The logo, or Home	Plan cards, featured resources, and ways to support the ministry	No
Bible Plans	Bible Plans menu	The plans explained, the plan PDFs, and the Online Calendar	No; yes to track a plan
My Journey	My Journey, once signed in	Today's reading, your progress and your calendar	Yes
Bible	Featured Resources → Bible	Read any book and chapter in your chosen translation, change the text size, see cross-references, and look at the original words with Strong's definitions	No; yes for bookmarks, notes and highlights
My Study	Profile, then My Study	Your saved bookmarks, notes and highlights in one place	Yes
Bible Podcast	Media & Series → Bible Podcast	Pastor Jay's teaching on each day's reading	No
Media Library	Media & Series → Media Library	Videos and playlists, with search	No

Shop	Featured Resources → Shop	Books and resources, including <i>Altar'd</i>	No
About	About → Our Mission & Faith Statement	The ministry, Pastor Jay, and what we believe	No
Testimonials	About → Testimonials	Stories from readers; choose "Share your testimonial" to add yours. Each is reviewed before it appears, showing only your first name and last initial	No
Forum and prayer requests	Menu under your name	Part of Fellow Messenger (see that section)	Fellow Messengers
Donate	Donate button at the top	A one-time gift to the ministry	No
Voter tools	Card on the home page	Register to vote, check your registration, and set election reminders	No
Profile and Settings	Menu under your name	Your details, password, email choices, Bible translation and time zone	Yes

The links at the bottom of every page lead to About, the Media Library, this guide, our Terms and Privacy Policy, and the ministry's Facebook, Instagram, YouTube and TikTok.

