

Northwestern Ohio District

Worship / Discipleship Reporting Procedure

The purpose of counting disciples in the local church is to measure the effectiveness of your effort to make Christlike disciples. It is an important tool to help us evaluate and determine future changes and training opportunities. So, we want to give you a guideline on how we would like you to report your monthly numbers. Please follow these instructions when reporting each month.

It is important that everyone use this format while reporting their numbers or it will distort what we are looking for. If you choose to count a different way or use different metrics then don't report to us.

Weekend Worship Average Attendance

IN PERSON ATTENDANCE

The total should include the number of people who attended your regular weekend services. If you have a single service, then the number is obvious. If you have multiple services, then make sure you count people once. This can be a challenge with multiple services, but it is worth it in comparing from year to year.

LIVE STREAMING ATTENDANCE

The following list is a requirement to count live streaming attendance:

- Have a team member as an online greeter in order to engage those who are watching.
- Provide an option for them to fill out a virtual connect card for the purpose of engaging them in the life of your church.
- Provide a way for people to respond to the service by giving a prayer request or set up a time to connect with a staff person from your church in the following weeks.

Here is how to calculate your attendance using the following platforms:

Check the stats of each platform by the end of the weekend for each service you have. You will need to have administrative rights to see the information we are wanting you to access.

- **Church online platform**

Peak concurrent number of devices x 2 = total viewers

- **Embedded videos on website**

If you are receiving a report from a provider like churchstreaming.tv, then you can use these analytics.

Total max concurrent viewers during service times x 2 = total viewers

- **Facebook**

Peak Live Views x 2 = total viewers

- **YouTube**
Peak concurrent number of views x 2 = total viewers
- **Other Live Streaming Platforms**
If your platform does not provide peak concurrent views, then count the users that remain connected during at least 50% or 30 minutes of the streamed gathering.

Take the total numbers of each platform you offer and then report them for your live streaming worship attendance. Remember, we are trying to capture the number of people who watched your services online during your services.

On Demand On-Line Ministry Attendance

We are adding this category to celebrate the ministry impact churches are having beyond the weekend services. This number encompasses wherever your services are watched or listened to outside of your normal live stream. Those formats include and are not limited to social media and podcasts such as Spotify, Apple, Anchor, etc.

Please limit these numbers to a week after your livestream or podcast. Disregard using this category if your platform does not currently provide the number of views after the live stream.

Accountability Care List (ACL)

This list could be seen as the total number of people you are currently ministering to or are listed in your database. This list can include:

- Anyone who attends your services and are within the ministry sphere of your church
- Those who are or are not currently attending a discipleship effort
- Families or individuals you have contact information on whether they attend regularly in person or on-line

For more information how to manage and care for your ACL list, refer to Article III in the NDI Bylaws. <https://www.mesoamericaregion.org/en/package/nazarene-discipleship-international-ndi-bylaws/>

Discipleship Count Average

The following procedure is how we would like you to calculate your Discipleship numbers:

1. **(SUNDAY MORNING CLASSES)** Report the number you have attending Discipleship Classes or Sunday School on Sunday Morning in the Sunday Morning Classes box.
2. **(MIDWEEK MINISTRIES)** Report the number of people who attended your Midweek Ministries at the church in the next box (i.e., Wednesday night adult, youth, and children ministries). You should not include those who attended during the Sunday Morning Classes. We only want to count disciples once per week.

3. **(SMALL GROUPS)** Report the number of people who attended your Small Group Ministry. Make sure they were not counted in your Sunday Morning Classes or Midweek Ministries. Again, we are only counting people once per week.
4. **(OTHER)** Report the number of people you have attending the following: Nursing Home/Healthcare Facility, Church-Type Missions, Nazarene Childcare/Schools (birth-secondary), on-line Bible Studies, or a Bible Study at a coffee shop on a regular basis. Just remember, we only want people counted once per week.

The total from the four areas above will be the total Discipleship count for your church.

Special Events / Annual Services

We want to celebrate “out of the box” ministries churches utilize in order to minister to their community and reach wide. These are events that do not happen on a weekly basis and may only happen once a year (i.e., Christmas and Easter related events, Vacation Bible School, Revivals, New Years Eve, 30 hour famines, and special creative events). This is the section you will use to report these numbers.

Reports are due...

Reports are typically due a week and a half after the last Sunday of the month. An email reminder is sent out each month.

How to submit your report...

Go to www.nwonaz.org/stats.

Fill out the report and place an entry in each box even if it is zero. Click Submit – If it comes back with the message, “Your response has been recorded”, then we have received it. You also have the option to send a copy to yourself if you would like.

Joy in Jesus!

Pastor Mike McClurg
NWO Nazarene Discipleship

Sample Chart:

Church Name	Discipleship	On Demand On-line Ministry	In Person	Live Stream	Total Worship (In Person + Live Stream)
Findlay First	350	25	475	50	525
The Valley	150	275	918	130	1048
Springfield High Street	115	45	240	23	263