**Church Information Packet**

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“That thy way may be known upon earth, thy saving health among all nations.” Psalm 67:2

**Prayer**

At National Hoops Ministries we understand that the best preparation for a special week can be for naught unless those involved are completely **depending on the power of God**. We realize that we are nothing. We also know that with God all things are possible. **Revival will not happen without the Holy Spirit.** Salvation decisions are prompted by the Holy Spirit’s conviction. This is why **the focus of our preparation must be PRAYER**. Ministries around the country focus on prayer in different ways. Here are a few suggestions for this week:

* Prayer meetings several weeks in advance
* Prayer Chains
* Pre-service Prayer Meetings (30 minutes prior to service)
* Prayer during services – Our team has designated individuals that will pray during the service. Church volunteers are encouraged to join them.

**Schedule**

***Monday***

* The National Hoops team will arrive on Monday afternoon. We like to use the evening for setting up the trailers, putting up signs, planning and preparing for the week. A meal on location would be helpful as we continue to plan out the week. (S*ee Team Needs for complete meal schedule.*)

***Tuesday-Friday***

* Recruiting - During the mornings, afternoons and evenings the team will be involved in recruiting and preparation for the Saturday Tournament. This involves calling all area public schools, scheduling opportunities to pass out fliers during school lunch times, distributing fliers at the end of each school day, and visiting courts and neighborhoods in the evenings.
* Orientation Meeting - There is an orientation meeting Wednesday night for all those that will be involved in the Saturday Tournament. The meeting should last approximately 20 minutes.
* Christian School Spiritual Emphasis Weeks - The team will be prepared to minister in chapel with preaching and special music. We would be happy to be involved in chapel one day a week or Tuesday-Friday. A morning slot is preferred due to recruiting responsibilities in the afternoon.
* Youth Group Revival Meetings - The team will be prepared to conduct a program including basketball related competitions (dunk contest on small goals, trash ball, etc) as well as special music and preaching on one or more evenings during the week for the youth group teenagers.

***Saturday***

* Registration begins at 9:30am.
* For details on the tournament, please see page 6.
* The team will plan on cleaning up and packing following the tournament before supper.

***Sunday***

* The National Hoops team is prepared to worship with you in the Sunday School service as well as the worship service.
* It is not necessary for us to be involved, but we would love to do as much as the Pastor recommends. We will be prepared with an offertory, special music, testimonies, and Pastor Mike will be prepared to preach. Our team members will also be prepared to teach or help out in Sunday School.
* After lunch, it is preferred that the team takes the time to rest for the next week.
* Sunday evening would follow the same possibilities as the morning. We would recommend a time for testimonies from those involved in the tournament and/or would love to also take some time to present the ministry or update the church on the ministry.

**Personnel**

***Volunteers for Christian School Chapel or Youth Group meetings***

* Accompany the special music with the piano.

***Volunteers for Saturday*** – A list should be circulated to solicit help from the church/school members for the tournament. A National Hoops team member will supervise all positions.

The breakdown for Saturday help is as follows:

* Kitchen Helpers
* Scorekeepers (2-10; For 2 courts you will need 2 scorekeepers; for each additional court, add 2 more scorekeepers. We will plan on using 2 courts, unless otherwise arranged.)
* Merchandise Table (1)
* Clock operators (1)
* Piano Player (1)
* Certified or experienced referees (2-4; For 2 courts you will need 2 referees; for each additional court, add 1 more referee. We will plan on using 2 courts, unless otherwise arranged) [www.sportsofficialsource.com](http://www.sportsofficialsource.com) or contacting the athletic directors at local Christian Schools may be helpful in getting officials for your area.
* Registration (1)
* Counseling (8-10)
* Praying (4)
* Helpers for carrying chairs, cleaning, taking drinks to players, etc. (2)
* Nurse (1)
* Security (1)
* Food Suppliers

**All volunteers should attend the Wednesday night orientation meeting.**

**Promotion**

\* The best promotion is done by getting the **entire church** (especially the youth group) involved in recruiting, weeks before the day of the tournament. \*

***For Christian School Chapels or Youth Group Meetings Weeks*** – Announcements can go in the school newsletter and church bulletin. For the youth group meetings, announcements can go in the church bulletin and on your own fliers. Phone calls can be made. Encourage the teens to invite as many friends as possible for the basketball competitions, special music, and preaching. Prizes given out by the youth pastor could be a big motivation as well.

***For the Tournament*** - Recruiting should begin months prior to the tournament. It is important to get as many fliers out as possible and to use a variety of advertising techniques. We have found the following promotional techniques to be successful. (Please note the *Timeline* and the *Promotion Checklist* included in the packet.)

* Fliers/Waivers – These can be copied from the ones supplied in our packet. We normally use a bright orange color for the fliers and print black and white. The suggested goal is to target 2-3000. Fliers can be left at school offices, the YMCA, sports stores, recreational centers and workout gyms.
* Posters – These can be copied from the one supplied in our packet. Posters are effective on bulletin board, doors of local businesses, schools and churches.
* Newspaper article or advertisement – We will provide a small ad that can be placed in the local paper under the Sports or Community sections.
* Online Advertisement—Postings to Event pages, Community calendars, etc
* Social Media—Facebook, Twitter, and Instagram works great!
* Radio Ad
* Signs – National Hoops will provide the signs to stake around town with information regarding registration. We will put these up when we arrive.
* Visitation – Visitation is most effective in the following areas:
  + Basketball Courts (courtsoftheworld.com is helpful)
  + Recreational Centers
  + Community Centers
  + Boys and Girls Clubs
  + Schools
  + Colleges
  + Local Sports Games
  + Arcades
  + Malls (where permissible)
  + YMCA
  + Neighborhoods
* Call/Mailings – Calls can be made to contact every teen the church/school has. You can also obtain a basketball roster from the local schools via their website and mail a packet of fliers to the schools with the player’s names on the fliers.
* Local Leaders – Anyone that has any contact with teens can be asked to give out fliers.

**Team Needs**

***RV Hookup and location*** – Our fifth wheel trailer will need a place to park where there is access to water and an electric hookup. We use a *50* amp 120 volt plug, but can also plug into two *15* or *20* amp normal plugs that are on 2 different circuits.

***Lodging*** – The evangelist and his family (2 adults and 4 children) will be staying in a fifth wheel trailer. The team members include 2 guys and 2 girls. They will need a place to stay Monday through Sunday nights. If possible, it would be best to house the 2 guys together and the 2 girls together.

***Transportation and Work Space*** – The team needs 1 vehicle to use during the week for recruiting and the Washer family need a vehicle for the family to use as the vehicle thay arrive in is a semi truck used for pulling the camper. The team will also need a room with internet access to use in recruiting and planning. We normally begin our day in this room between 9:00 and 9:30am Tuesday-Friday.

***Meals*** *-* \*\*Please help us by understanding that Hunter Washer (11yrs old) is highly allergic to nuts and peanut butter. \*\* Nikki Washer has sensitivity to gluten and dairy. \*\*

* Breakfast – The evangelist’s family has no breakfast needs. The team members can eat a breakfast provided by their host families.
* Lunch (Tuesday-Friday, Sunday) – A quick and easy lunch (sandwiches, etc) served at the church/school would be a great help. The meal will be eaten by the evangelist’s family and the team members. Our goal is to secure lunch meetings with teens in the public schools. Because of the uncertainty of our lunchtime schedule, it may be best to have the lunch meals dropped off around 10:30am. Saturday lunch will be eaten at the tournament.
* Supper (Monday-Sunday) – A meal served at the church/school would be a great help. We love to use this time to get to eat with/get to know the families that are providing each meal.

**Tournament Program**

* Our ministry will provide heavy duty basketball goals, court lines, sound system, electric scoreboard, whiteboards, bracket software, paperwork, etc. Our Team can be responsible for and supervise the following areas: Brackets, Scoring, Registration, Special Music, Preaching, and Counseling.
* The schedule for the day is a follows:

8:30-Set-Up (or night before)

9:30- Registration/ Warm-up

10:00- Welcome and Rules

10:15- Round Robin/ 1st Round

12:00- Free Lunch

12:30- Gospel Message

1:30- Warm-up

1:45- 2nd Round/Championship Games

4:00- Awards

* If possible, the location of the tournament should be at or near your ministry. This gives the church or school exposure to the community. A rented facility such as a middle school or YMCA is also a possibility. For playing surface, a parking lot will be adequate to set up the goals.(For outdoor tournaments, a backup gym should be secured in the event of bad weather) The players should have easy access to bathrooms. For the service, your normal meeting area will be great to use for the special music and preaching. Please be thinking of a counseling area away from the basketball courts.
* We have found it best to have certified referees for the games. This need has been met by qualified volunteers in the church, or by offering a token fee to outside officials, or by simply paying the normal going rate. We ask that your ministry be responsible for this area. Contacting a local Athletic Director is the best way to get contact information for the referees. This can also be a good way of getting referees under the sound of the Gospel.
* Lunch can be served outside or in the cafeteria. A helpful suggestions page is included in our packet. It is best to keep the meal simple for easy preparation and serving. Teens need to get their meal quickly to save time. Our suggestion is that a meal be provided for all in attendance. This encourages the parents and family members to come to the service. An official lunch count will be given at 10:15am. Volunteers or Sponsors (sample sponsor letter can be sent) can be used to purchase or bring food and drinks. Here are a few suggestions:

-Hot dogs, chips, cookies\* - Subs, chips, and cookies\*

-Pizza, chips, and cookies\* -Sloppy Joes, chips, and cookies\*

**\*\*Please use Kosher meats (beef) so we do not offend our guests.**

* Your ministry may want to provide a concession stand along with the drinks that will be provided. Please understand that your ministry should be completely responsible for the concessions.
* Our ministry will have a table with shirts and other merchandise for sale throughout the week.
* Our team members will provide special music before the preaching. They will also oversee the invitation and be able to help in counseling.
* Our ministry will provide decision cards for you to use in follow-up procedures and will be giving out the discipleship book Training Camp and a New Testament. (KJV)
* We will have a FREE INFORMATION table set up at the tournament with sermon CDs, tracts and any church information you would like to add to the table for the players and their families. We will also be focusing on your ministry throughout the day including making announcements about upcoming events, church times, etc.

**Finances**

The finances of National Hoops Ministries are divided into 3 segments.

***Evangelist’s Income*** - The evangelist and his family’s income come from a combination of mission support and any love offerings taken by hosting churches. Any offering taken is a free will offering and is not required for our service with you. For tax purposes, the Washers funnel their offerings through the non-profit ministry and use the board for accountability. Please make any love offering payable to National Hoops Ministries.

***Operating Expenses*** - Our operating expenses are set up separately from our personal support. There is no set fee or financial requirement in order for our ministry to serve with your church or school. As in the love offering, any gift is a free will honorarium that would offset the expense of the ministry. This money would go toward the team members’ salaries, travel expenses, equipment, insurance, and other ministry related expenses. Please make any checks out to National Hoops Ministries. (*Other expenses normally taken care of by the* ***host ministry*** *would include paying officials if needed, paper for fliers, food for Saturday, and the cost of hosting the Ministry Team.*)

***Team Fees*** - This money will be collected from the players for the National Hoops Operating fund and will be set aside for general ministry expenses.

**Discipleship**

We believe that Biblical discipleship is a part of the great commission and important for everyone making a salvation decision. Although every player that receives Christ may not become a member of your church, there are several things that can be done to follow-up with the one making decisions. Here are a few suggestions or recommended programs:

* After the invitation on Saturday, try to make contact with as many that made decisions as possible.
* A phone call or visit within 1 week of the tournament.
* Training Camp Bible Study: Decide on a Bible Study day and time or provide options for the participant to choose from. Use the material provided in this packet to prepare an advertisement/info card to give out to each one making a decision.
* Plan to have an activity within 2 weeks after the tournament and provide invitations to those making a decision.
* Open Gym—Choose a time once a week to invite the players back for 5 on 5 play and include a time for a Bible Study.
* National Hoops Camp---This is a week in the summer designated to the discipleship of the teens that attend the NH tournaments. Each of the winners receives a free scholarship to camp and others may attend by purchasing a spot or the church using this as ministry opportunity and sending them to the week of camp.

Frequently Asked Questions

About the Tournament

The church may receive questions in the days leading up to the tournament. This is a list that will help in answering those questions.

1. **Are girls allowed to play?**

There is not a separate division for girls yet, but they are welcome to come and play in the guys division.

1. **When do we register?**

You can register whenever you would like; however, it is easier for us if you register early. The easiest way to register is online.

1. **When do we pay?**

You can bring your money in early if you would like, but all money ($10 per person) is due the day of the tournament. Checks should be written to National Hoops.

1. **Do we have to wear uniforms?**

No. It would be helpful if your team had matching shirts or shirts of the same color. We will provide jerseys at the tournament.

1. **Can I play up into the Varsity Division?**

Yes.

1. **Can we register the day of the tournament?**

Yes, but it would be easier if you pre-registered.

1. **How many games will we play?**

Most teams will play around 8 games, but it will depend on how many teams register.

1. **Can parents and others come to watch?**

We welcome anyone who wants to come to the tournament with you. We will have a free lunch for all who come. There is no gate fee for spectators.

1. **How do we get to camp?**

There will be a meeting right after you win the local tournament to explain the details of the camp week.

1. **How strict are the age divisions?**

We will require ID for every player. You can play UP into the next division, but you cannot play down. In other words, a JV age player or team may play with Varsity.

Saturday Lunchroom Suggestions

1. Around 10:15 am, the registration table will give a count to you as to how many to expect for lunch. The count is taken from the number of teams and those present for the welcome meeting, including volunteers.
2. A serving line needs to be formed so the teens can easily and quickly get their food.
3. Hotdogs, chips, and cookies seem to be the cheapest and easiest meal to prepare.
4. Plan on twice as many hotdogs as people present plus a little extra.
5. Teens will get hungry in the afternoon and can get rid of the extras.
6. Cookies should be supplied to feed 3 per person.
7. Condiments help make the meal. Don’t forget chili (2gal. feeds 120) ketchup (packets) mustard (packets) Mayonnaise, relish, onions.
8. If serving at 12:00, begin filling plates at 11:15, putting the hotdogs on last.
9. Remember the staff would like to eat after the service because of responsibilities.
10. Drinks are a huge part of the tournament. Many large companies like Coke or Pepsi will donate a large supply of soda and Gatorade/Powerade. It would be great if the company would supply the sports drinks to have around the gym for the players and the sodas for lunch. At a minimum, there must be water available for the players spread around the gym. Sodas can be iced down for lunch.

\*\*\* Please provide Kosher meals as not to offend our guests. It is also a good idea to have an option available for those that may not be able to even eat beef. We have had Hindu players come and not be able to eat the all beef hotdogs.

**Newspaper/Online/Social Media Advertisement**:

“National Hoops 3 on 3 Tournament hosted at First Baptist Church, Greenville, March 20th for teens ages 11-15(JV) and 16-19(varsity). Winners compete for a FREE camp scholarship and other prizes. Cost is $10.00 per person. Register online at [www.nationalhoops.com](http://www.nationalhoops.com) or call 864-237-2086

Promotion Checklist

This is the Checklist that our team leader will use in order to do the very best to promote the tournament. You can begin working on this list weeks before the tournament.

1. Leave fliers in every possible “teen” location? (Includes sports stores, malls, recreation centers, YMCAs, and gyms)
2. Ask principals that your church has had contact with if we can promote at lunch, after school or in an assembly. Realize that if a principal says he will announce it himself or pass on to teachers, it may not happen.
3. Talk to the P.E. teachers, coaches and AD’s to see what they can do to help.
4. Drive around neighborhoods.
5. Look for basketball courts. (courtsoftheworld.com)
6. Call the recreational centers, Boys and Girls clubs, and YMCAs and find out when the most teens play there.
7. Put up posters in prime areas around town.
8. Look for a location for National Hoops to put up their 14 foot signs upon arrival. Local businessmen can help with this.
9. Call the newspaper.
10. Find out when the local high school games are being played and pass out fliers there.
11. Visit the college campuses with fliers and posters.
12. Visit the schools web pages and obtain the basketball team roster and send them fliers. If there is no roster you can give some to the coach or mail him some if it is too far.
13. Think of any leader in the community that would be able to get the info out to many teens.
14. Use the church contact list to call teens. Call the numbers of any participants from previous tournaments.
15. Try to get some numbers from teens on visitations to call them later.
16. Contact local youth pastors and pastors to get their help.
17. Use the help from the church members and their contacts. Have ushers stand at the doors to hand out fliers after a service.
18. Some schools will allow you to purchase an announcement spot in their newsletter.
19. Find out when community events are taking place and promote there. (Circus, etc)
20. Many areas have youth centers where teens hang out after school.
21. Use online advertising and social media.

Volunteer List

# **Team Needs**

Lodging (2 Guys) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lodging (2 Girls)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vehicles \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Meals (breakfast can be taken care of by family providing lodging)

Monday Supper\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Tuesday Lunch\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Supper\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Wednesday Lunch\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Supper\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Thursday Lunch\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Supper\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Friday Lunch \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Supper\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Saturday Supper\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sunday Lunch\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Supper\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Piano Player (music can be sent early if needed) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Saturday Tournament**

Kitchen \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Scorekeepers \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (2 courts)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (extra courts)

Clock Operators \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Qualified Officials \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (2 courts)

Registration \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Counseling \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Special Praying \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nurse \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Security \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Misc. Helpers \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supplying Food \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\* All volunteers should attend the Wednesday Night Orientation Meeting.

# Training Camp

Yes, I will commit to “training up” to the next level in my walk with Christ!

**What:** **Group study/discussion** of “*Training Camp: Biblical Discipleship for the Sports Fan*.”

**Where:** **Westside Baptist Church**

6260 W 4th St

Greeley, CO 80634

346-8610

## When: Tuesdays

Time (indicate preference):

[ ] Morning, before school

[ ] Afternoon school lunch break

[ ] Right after school

[ ] Evening

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_