

Missional Academy Informational Guide

Enrolment and Sign-Up

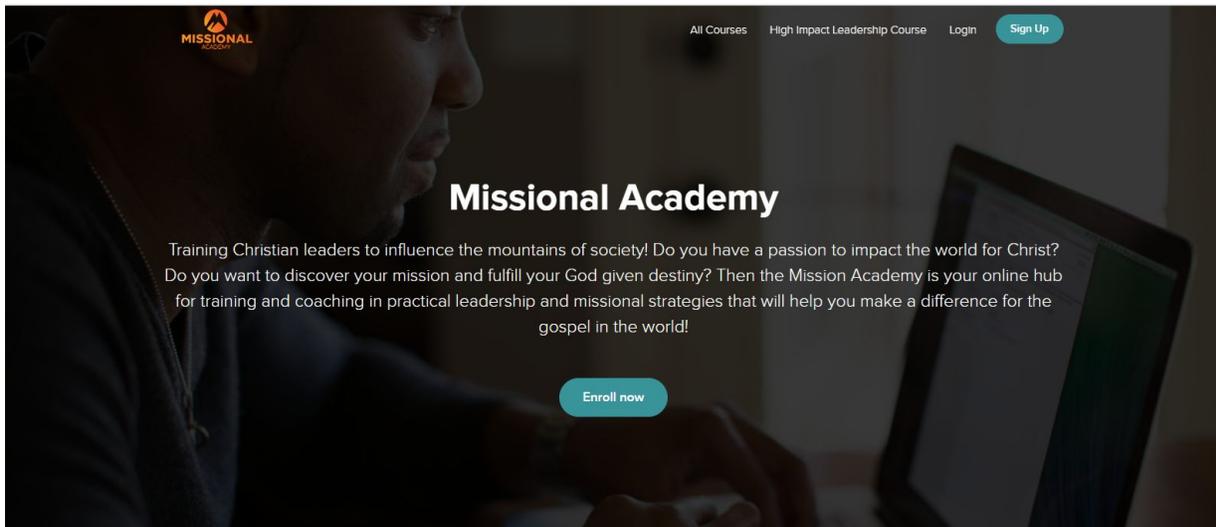
Step 1

In your web browser type in missional.academy

Step 2

On the Missional Academy homepage, click on the “Sign Up” tab located on the top right of the page. This allows you to sign up to Missional Academy through myTeachable.com.

**When you sign up to make an account with myTeachable.com, you have access to any other courses you may be interested in through this site. This is the first step that must be completed before you can enroll into the Missional Academy courses. **



Step 3

On the sign-up page, complete the form with the necessary information needed to be able to log In the next time you visit this site.

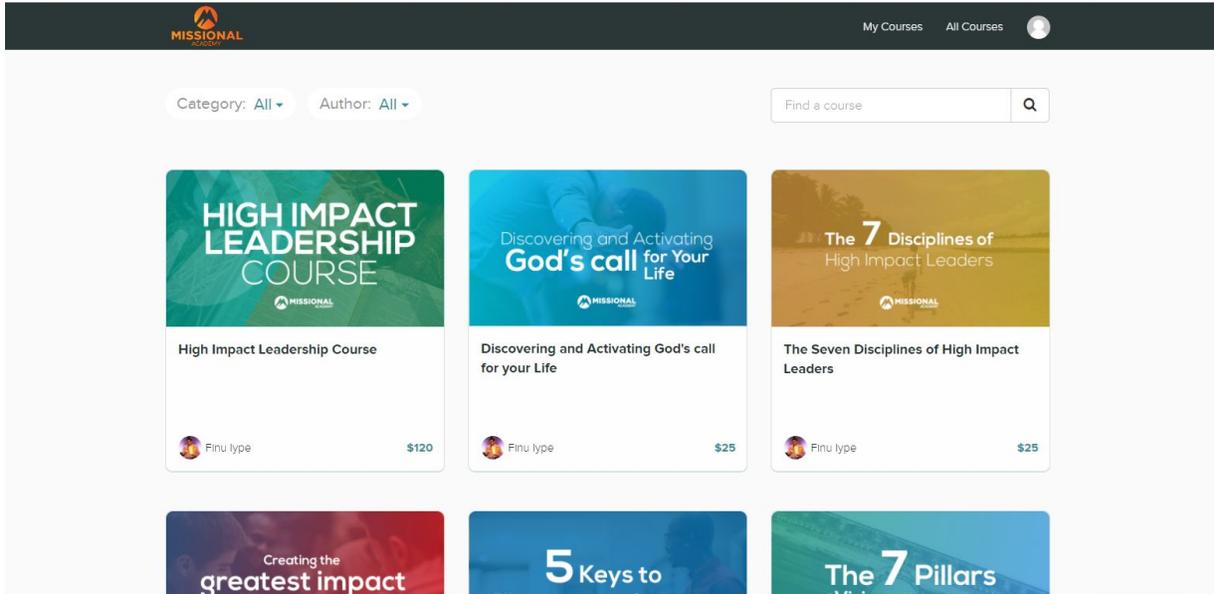
Step 4

The next step is to enroll. Click on “All Courses” tab on the top right of this page, to view choices for Missional Academy courses.



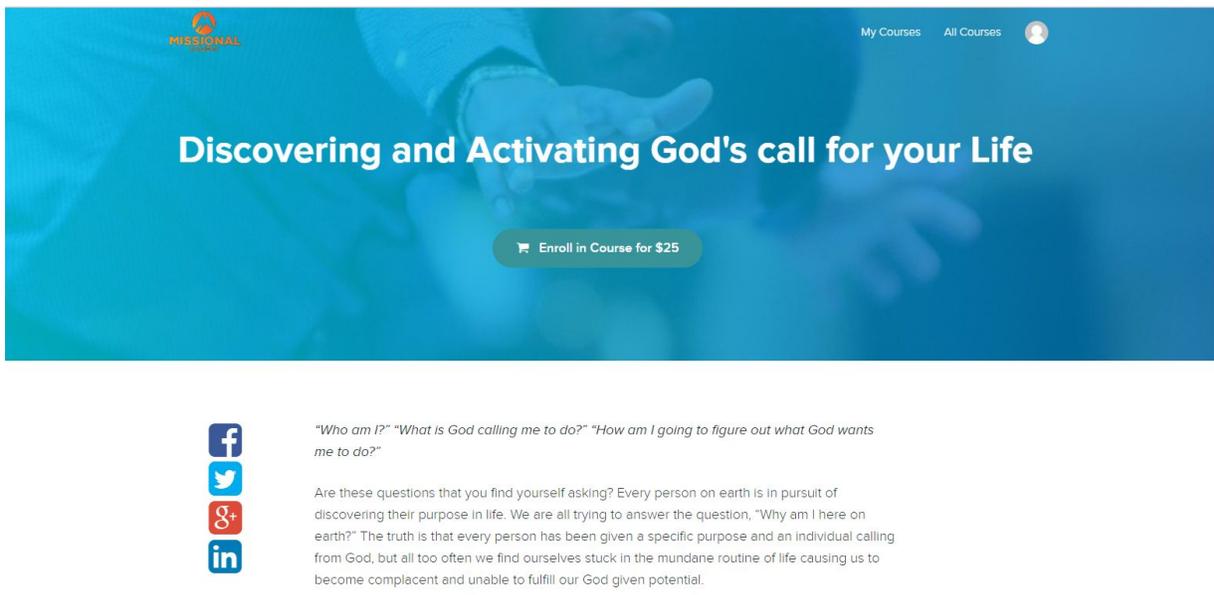
High Impact Leadership Course with 10 powerful leadership lessons taught over 10 sessions is designed to help you step up to your leadership potential and fulfill your destiny in God. This course, offered through online video sessions, is designed for the every church member who aspires to grow in their God given leadership potential and make a difference at church, work and home. You will learn practical lessons in an easy-to-apply format intended to help you navigate the twists and turns of your unique journey towards your life's purpose. You can participate from anywhere in the world - from the comfort of your home through the latest in video technology!

*Once selected, you will be directed this page. Choose the course that you would like to enroll in by hovering your mouse over your selection and right clicking.



Step 5

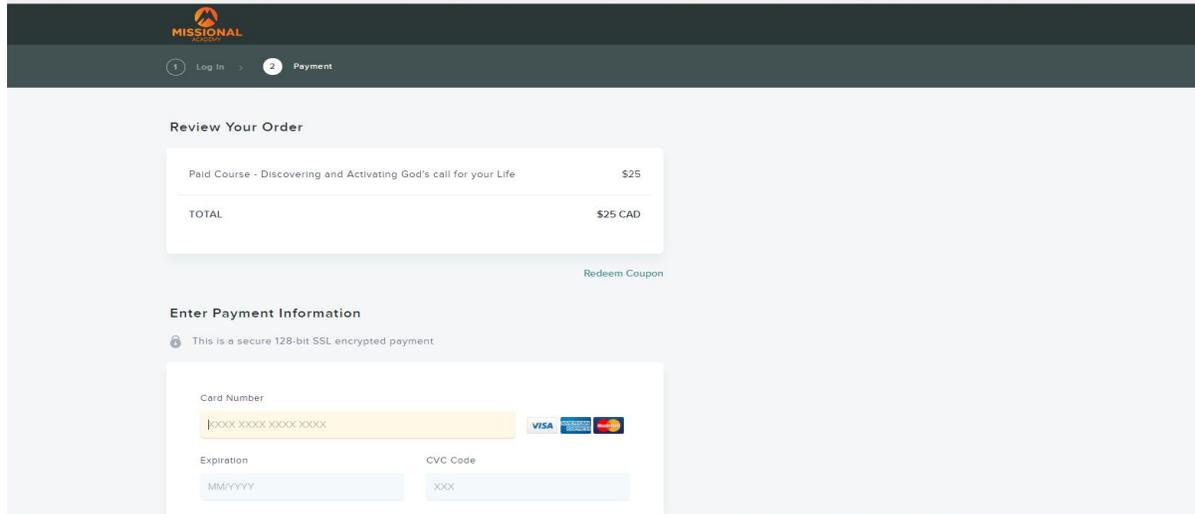
Now that you've selected your course, click on the "Enroll in Course" button.



Step 6

Under “Review Your Order”, it gives you the total amount for the course as well as the option to “Redeem Coupon.” This is where you can enter any coupon or promo codes.

Under “Enter Payment Information”, fill in the necessary information for your payment method.



The screenshot shows the 'Review Your Order' section with a table of items and a 'Redeem Coupon' link. Below it is the 'Enter Payment Information' section with a security notice and a form for card details.

Item	Amount
Paid Course - Discovering and Activating God's call for your Life	\$25
TOTAL	\$25 CAD

[Redeem Coupon](#)

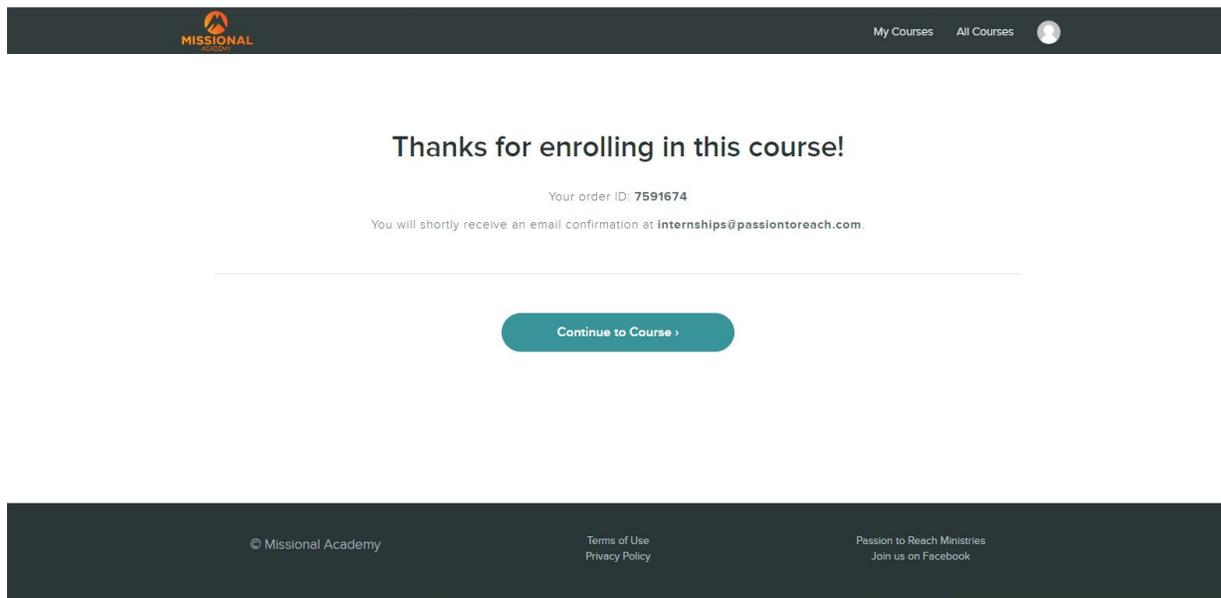
Enter Payment Information

This is a secure 128-bit SSL encrypted payment

Card Number
|xxxx xxxxx xxxxx xxxxx|

Expiration: MM/YYYY CVC Code: XXX

*Once your coupon code or payment method information has been entered, you will receive a confirmation notice in your email inbox. Click on the button to “Continue to Course.”



The confirmation page features the Missional Academy logo, navigation links for 'My Courses' and 'All Courses', and a 'Continue to Course' button. The main content area displays a thank-you message, the order ID 7591674, and the email address for confirmation.

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Passion to Reach Ministries
Join us on Facebook

Step 7

Congratulations! You now have access to your very first course!

Click the “ **Start** ” button beside each lecture title located on the right to begin. This will start the first video of the course.

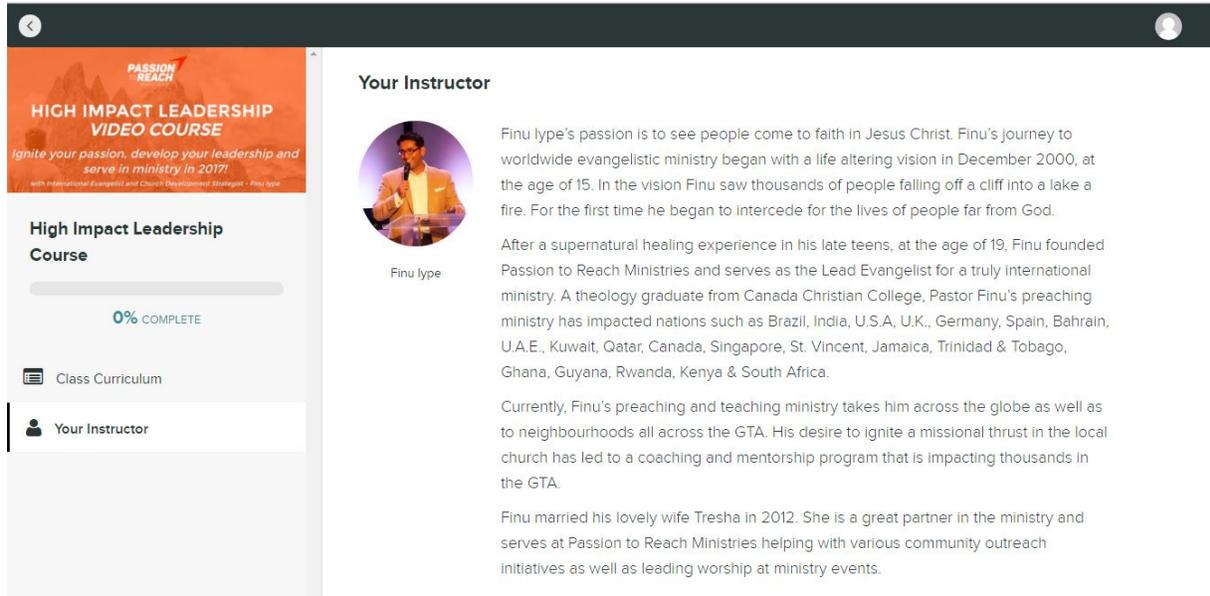
*Periodically, between lectures is a quiz. Complete each quiz before continuing to the next lecture until the course is complete. Once you’ve completed the course, sign-up for another course to keep learning and developing.

The screenshot shows a course interface with a dark header bar containing a back arrow and a profile icon. The main content area is split into a left sidebar and a right main panel. The sidebar features a blue header with the course title 'Discovering and Activating God's call for Your Life' and the 'MISSIONAL' logo. Below this, it shows '0% COMPLETE' and a 'Class Curriculum' section with a 'Your Instructor' profile. The main panel is titled 'Class Curriculum' and has a 'Start next lecture >' button for 'Discovering and Activating God's Call on Your Life Part 1 (11:20)'. Below this, a list of course items is shown, each with a status indicator (info, video, or document icon), a title, a duration, and a 'Start' button.

Discovering and Activating God's Call On Your Life			
	Discovering and Activating God's Call on Your Life Part 1 (11:20)		Start
	Discovering and Activating God's Call on Your Life Part 2 (10:19)		Start
	Discovering and Activating God's Call for Your Life Part 3 (11:52)		Start
	Coaching Call		Start

Further Instruction for your Missional Academy and myTeachable Account :

The “Your Instructor” tab , gives you information on Pastor Finu and his ministry.



The screenshot shows the 'Your Instructor' page for the 'High Impact Leadership Course'. The course progress is at 0% complete. The instructor's name is Finu Iype. The page contains a detailed biography of Pastor Finu Iype, including his early vision, ministry work, and current activities.

Your Instructor

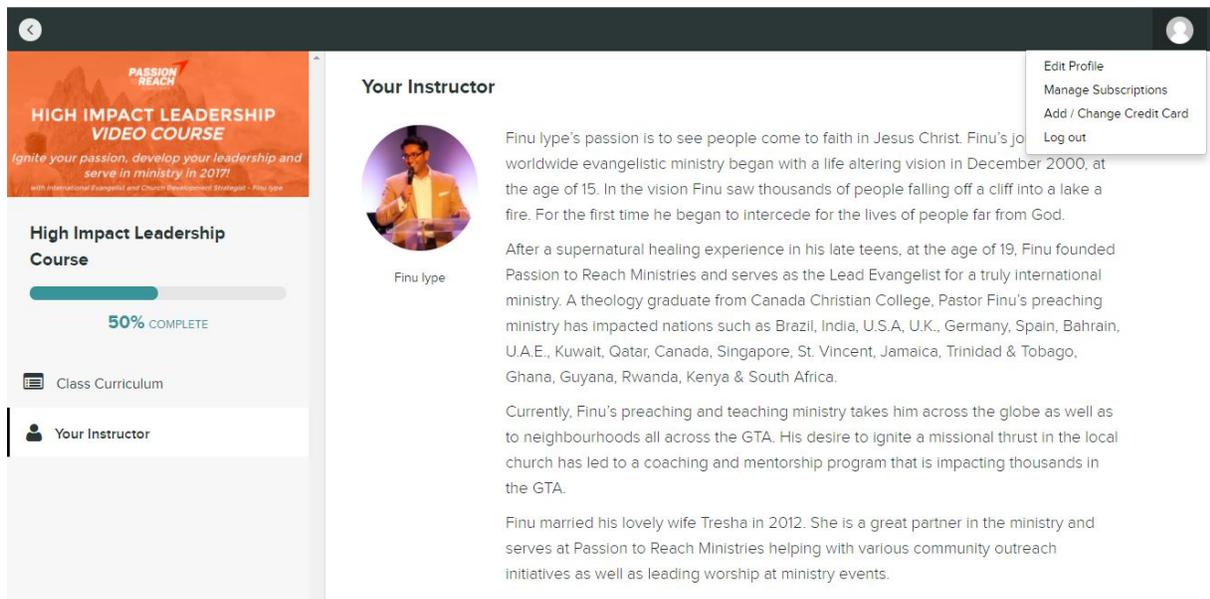
Finu Iype's passion is to see people come to faith in Jesus Christ. Finu's journey to worldwide evangelistic ministry began with a life altering vision in December 2000, at the age of 15. In the vision Finu saw thousands of people falling off a cliff into a lake a fire. For the first time he began to intercede for the lives of people far from God.

After a supernatural healing experience in his late teens, at the age of 19, Finu founded Passion to Reach Ministries and serves as the Lead Evangelist for a truly international ministry. A theology graduate from Canada Christian College, Pastor Finu's preaching ministry has impacted nations such as Brazil, India, U.S.A, U.K., Germany, Spain, Bahrain, U.A.E., Kuwait, Qatar, Canada, Singapore, St. Vincent, Jamaica, Trinidad & Tobago, Ghana, Guyana, Rwanda, Kenya & South Africa.

Currently, Finu's preaching and teaching ministry takes him across the globe as well as to neighbourhoods all across the GTA. His desire to ignite a missional thrust in the local church has led to a coaching and mentorship program that is impacting thousands in the GTA.

Finu married his lovely wife Tresha in 2012. She is a great partner in the ministry and serves at Passion to Reach Ministries helping with various community outreach initiatives as well as leading worship at ministry events.

On the top right corner of your screen, you may click on the avatar  , which gives you the option to **Edit Profile, Manage Subscriptions, Add/Change Credit Card** or **Logout**.



The screenshot shows the 'Your Instructor' page for the 'High Impact Leadership Course' with 50% completion. A user menu is open in the top right corner, displaying options: Edit Profile, Manage Subscriptions, Add / Change Credit Card, and Log out.

Your Instructor

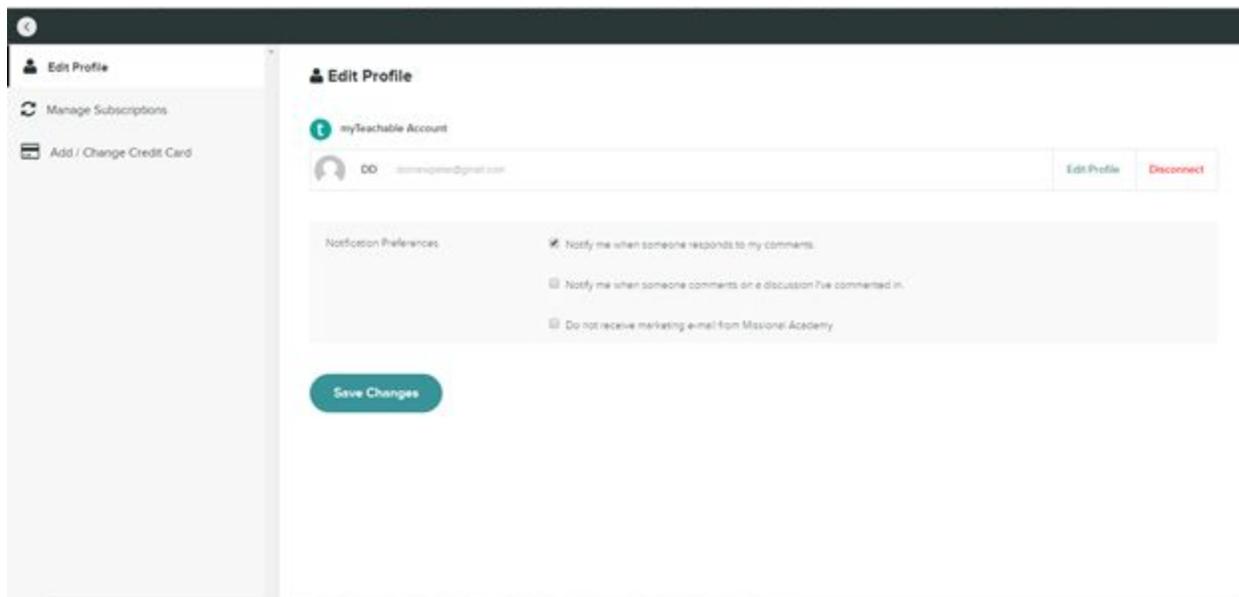
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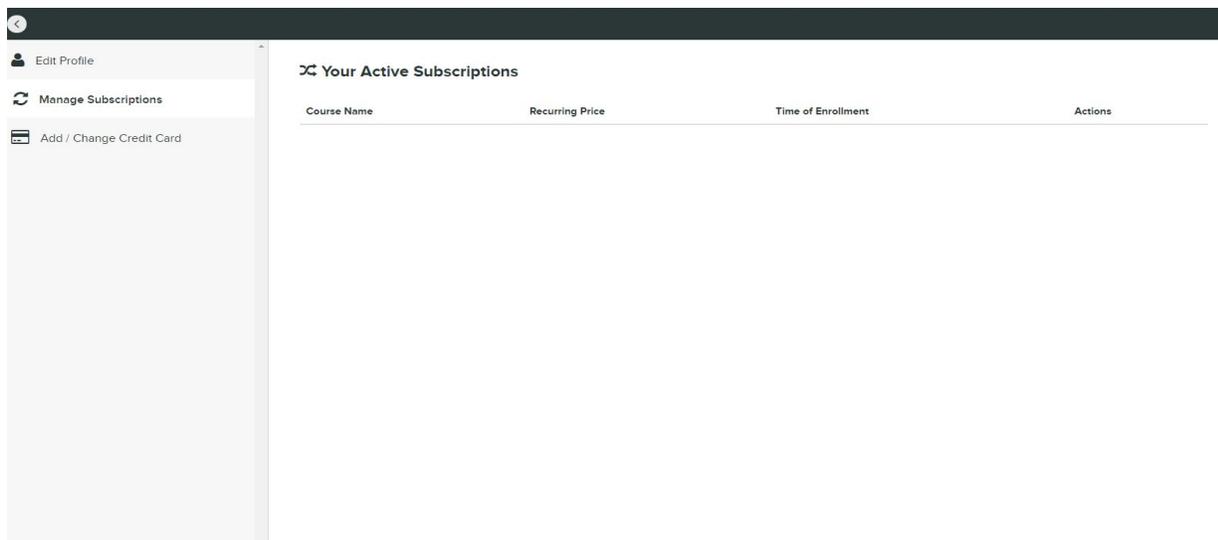
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On the **“Edit Profile”** page you can make essential changes such as, adding a profile picture by clicking on the avatar, and change your name, email address, or password if needed. (For more details on what happens when you click on the **Edit Profile Tab** on this page scroll down).



On the **“Manage Subscriptions”** page, you can keep track of monthly recurring payments for the courses you have subscribed to.



On the “Add/Change Credit Card” page, you can edit any information regarding payment information.

←

Edit Profile

Manage Subscriptions

Add / Change Credit Card

Add / Change Credit Card

You must keep a card on file as long as you have an active subscription or payment plan.

Card Number

XXXX XXXX XXXX XXXX

Expiration

MM/YYYY

CVC Code

XXX

Update Credit Card

Click the back button “” located on the top left of the page and it will take you to the Missional Academy Course page as shown below.

MISSSIONAL ACADEMY

My Courses All Courses

Category: All Author: All

Find a course

HIGH IMPACT LEADERSHIP COURSE

High Impact Leadership Course

0% COMPLETE

Discovering and Activating God's call for your Life

Discovering and Activating God's call for your Life

\$25

The 7 Disciplines of High Impact Leaders

The Seven Disciplines of High Impact Leaders

\$25

Creating the greatest impact

5 Keys to

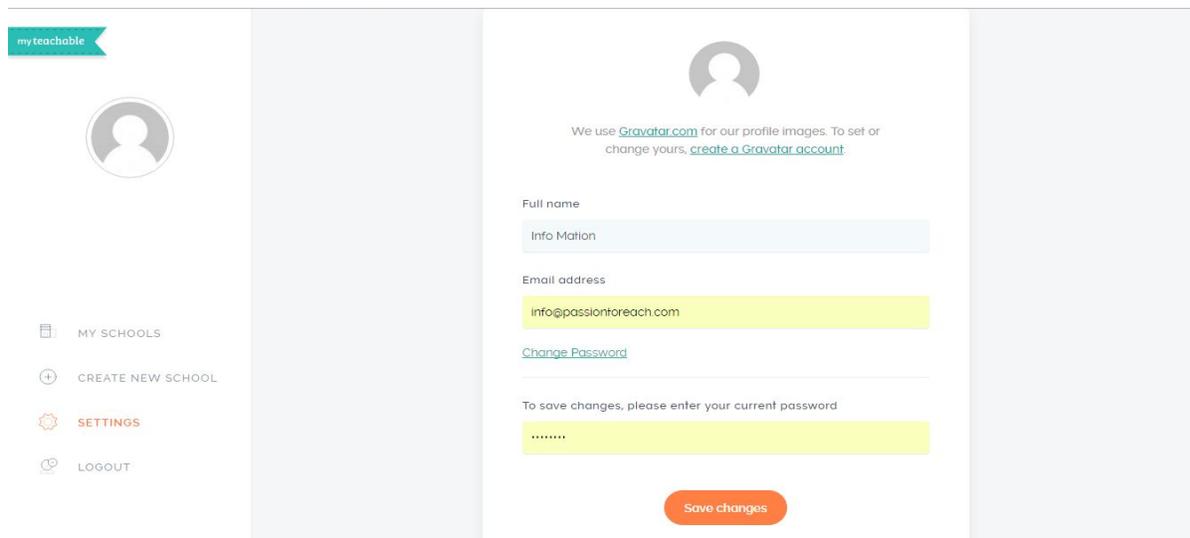
The 7 Pillars

On this page, clicking on the Missional Academy logo “” located on the top left of the page will take you back to your **Class Curriculum Page**.

More information about the tabs located on the “Edit Profile Page”

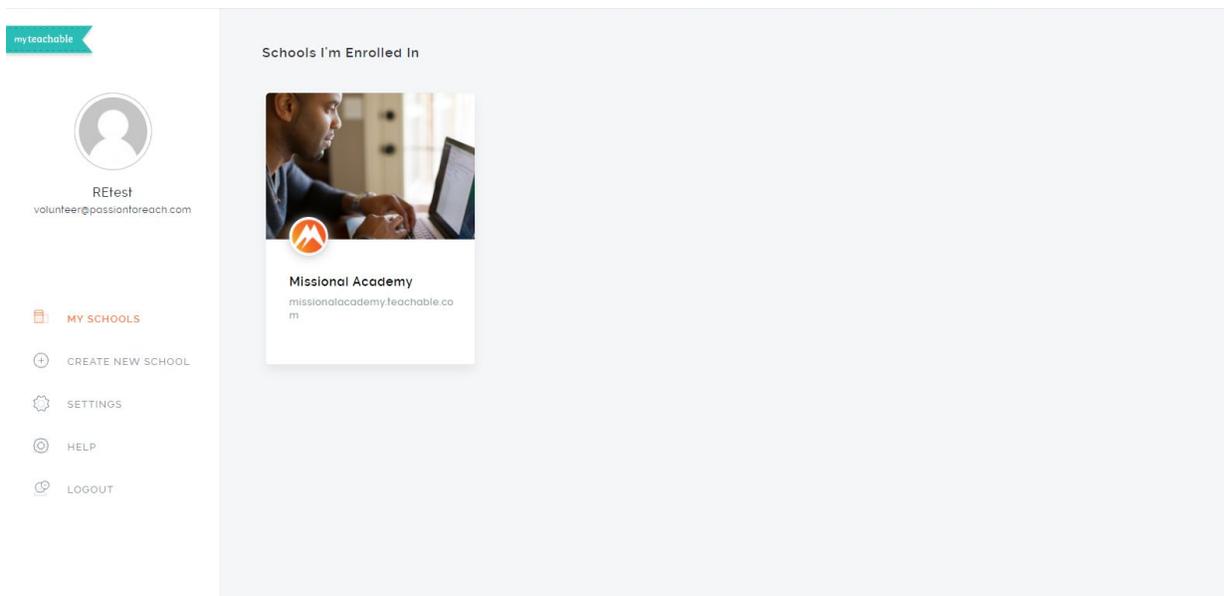
Clicking on the “**Edit Profile**” bar again will lead you to this page.

****These next few pages are connected with the myTeachable aspect of your account.****



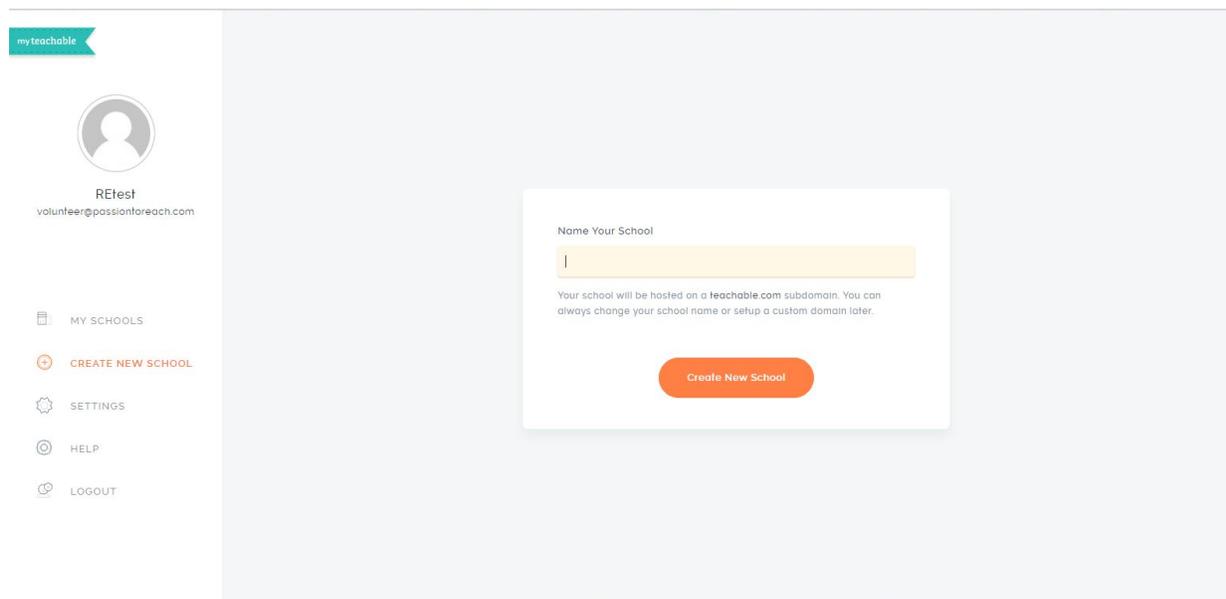
The screenshot shows the 'Edit Profile' page. On the left is a sidebar with the 'myTeachable' logo and navigation options: MY SCHOOLS, CREATE NEW SCHOOL, SETTINGS (highlighted in red), and LOGOUT. The main content area features a profile picture placeholder, a note about using Gravatar.com, and form fields for 'Full name' (with a sub-label 'Info Mation'), 'Email address' (containing 'info@passiontoreach.com'), and a 'Change Password' link. A password prompt 'To save changes, please enter your current password' is followed by a masked input field. A 'Save changes' button is at the bottom.

The “**My Schools**” page shows you all the courses you have signed up for.

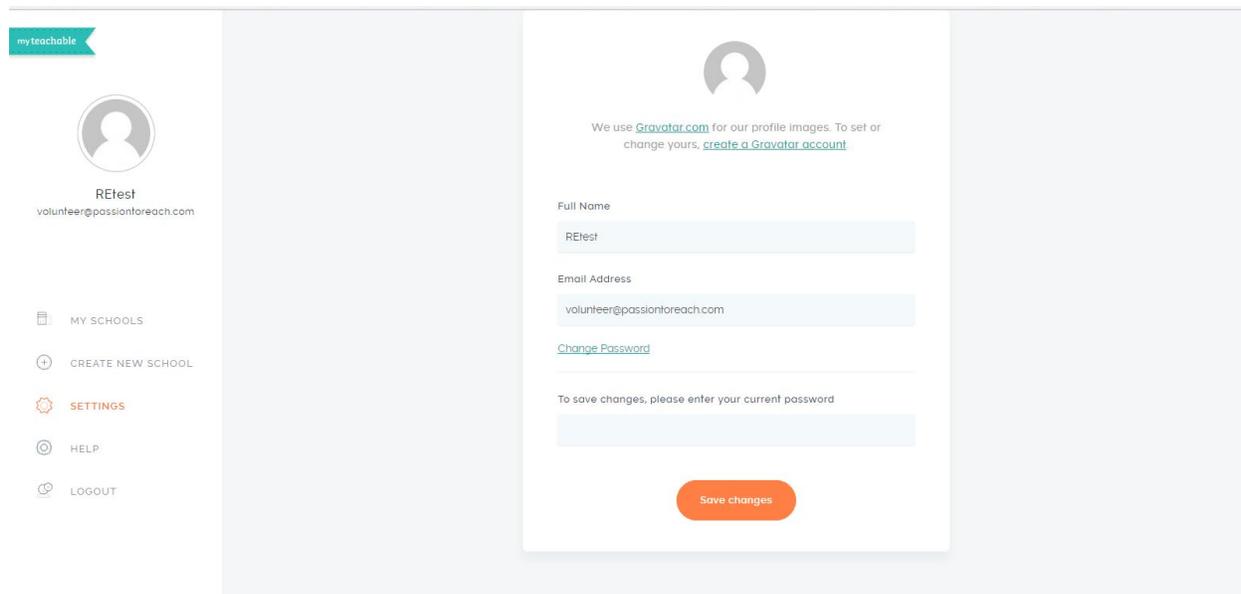


The screenshot shows the 'My Schools' page. The sidebar on the left is identical to the previous page, but 'MY SCHOOLS' is highlighted in red. The main content area is titled 'Schools I'm Enrolled In' and displays a card for 'Missional Academy' with a profile picture of a man at a laptop, a school icon, and the URL 'missionalacademy.teachable.com'.

The “**Create New School**” tab on the left enables you to start your own teaching course. (This is a feature that comes with having myTeachable account).



The “**Settings**” tab leads to another page where you can also make changes to your profile.



The **“Help”** tab is where you can contact Missional Academy regarding any questions you may have.

The screenshot shows the 'myTeachable' interface. On the left is a sidebar with a user profile for 'REfest' (volunteer@passionforeach.com) and navigation options: MY SCHOOLS, CREATE NEW SCHOOL, SETTINGS, **HELP**, and LOGOUT. The main content area is titled 'Contact Missional Academy' and contains a form with the following sections:

- Which school do you need help with?**: A dropdown menu showing 'Missional Academy - missionalacademy.teachable.com (Professional)'.
- Subject Line**: A text input field with the placeholder 'In brief, describe why you're emailing'.
- We're here to help!**: A confirmation message: 'We'll send your message to the owner of Missional Academy.'
- Message**: A large text area with the placeholder 'Explain your situation, including as much detail as possible'.

Once you click on the **‘Logout’** tab, it will log you out of your myTeachable account. You will need to Login once again to get back into your account.

The screenshot shows the 'Log Into myTeachable' page. It features a teal graphic on the left with a clock icon and the text 'Log Into myTeachable'. The main form area includes:

- Email Address**: A text input field.
- Password**: A text input field.
- Log Into myTeachable**: An orange button with a lock icon.
- [Forgot Password?](#): A link below the password field.
- [Don't have an account? Sign Up](#): A link at the bottom of the form.

Thank you for joining Missional Academy! Visit our website again to enroll in new courses.

