**How2 -** PiVAT Index hearwelldone.org

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| **What is a PiVAT Index? (part of Insert #2 - Monthly Insert for your Conversation Log)**Your **PiVAT Index** is a **summary and quick reference** of your **PiVAT, PRISM, and Conversations** for that day.  It allows you **at one glance** to **remember** the deeper truths God revealed specifically to you this month - and as the Holy Spirit leads you, you can **go back** to that day’s page for further review.Every day as you do **PiVAT before dinner** – getting God’s plan for you for tomorrow – update your **PiVAT Index** with the PiVAT, PRISM and Conversations you had today; so later, you can quickly recall what God revealed to you. This is such a blessing! Being able to quickly look back and remember what God told you this month, how you obeyed, and the crazy things God did and revealed in response to you hearing and obeying… is not only encouraging, it is a part of your testimony – it’s how you overcome! It helps you remember **and do** what God told you to do– it helps you overcome by the blood of the lamb and the Word of your Testimony – it is a way that you, like Samuel, can “let not one Word” that God spoke to you, “fall to the ground.” Your **PiVAT Index** is the first part of **Insert #2 Monthly Insert** – for your Hear Well Done **Conversation Log**. Your PiVAT Index comprises the first 2 pages (front and back) of **Insert #2 Monthly Insert**. It contains enough lines to record your PiVAT, PRISM, and Conversations for the month. **How to Fill Out a PiVAT Index?** Your PiVAT Index includes columns for Day, Date, Page Number, Item, Action, and Completion.The **D** Column – is for Day:  Use a single letter -  M, T, W, R, F, S, SuThe **Date** Column - You don't need the year, just day and month is fine (1/15 for January 15th).The **Page#** Column – Just list the page or page numbers that item required (PiVAT, PRISM, or Conversations).   PiVAT will take one page, PRISM and Conversations may take more than one page.The **Item** Column -  describes what the page contains:  either PiVAT, PRISM, Conversations – and a one liner  describing the key takeaway of that PiVAT, PRISM or Conversation with God, yourself or others.The **Action** Column – expresses the specific action God told you to take resulting from that conversation.The **CheckBox** Column:  Indicates completion of that Action. When you write the Action Item, put a blank square  in the CheckBox Column - When you complete the action put a Check Mark in the center of the Box. Your **PiVAT Index** for your Conversation Log allows you to **easily recount days later - what God told you to do today**.  It points you back to that page to remember the **details** of what He revealed from His Word, and through conversations with others. A quick glance down the **Far Right Column reveals empty boxes of Actions not yet completed.** Over time this makes sure nothing God told you to do, slips through the cracks. Be sure your **one-liner** in your **Item Column** captures the most impactful observation or application from your PiVAT, PRISM or CONVERSATIONS for that day.   And you may even highlight with a colored highlighter the most important conversations on your PiVAT Index – to quickly locate them during the month.   God will use your **PiVAT Index** to **keep in front of you - what He revealed to you** – so you can become a **doer** of His Word not just a ‘hearer only’ of what He tells you. Your **PiVAT Index** will help you remember **what God revealed** and know **how He wants you to apply it** in your life. He has good for you and grace for you to walk in it! |

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| **A PRISM Topic** is God’s Word on a single subject**. A Relationship Topic:** is a perspective from God’s Word on relationships. A **PRISM Topic Packet** is a grouping of PRISM or Relationship Topics of similar subjects… part of the **M: Meditate on the** **Word** of**PRISM** – (5 Things You Can Do Daily in God’s Word) - to transform **the way you think**. See [hearwelldone.org](http://www.hearwelldone.org) for PRISM Topics, Relationship Topics, or Packets. Take it with you! | **Ask God what PRISM Topic or Relationship Topic He wants you to meditate on today.** Take your PRISM Topic, Relationship Topic or Packet with you! Come back to them throughout the day!**“*It is to be with him, and he is to meditate on it day and night, so that he may learn to fear the LORD*…” - Deuteronomy 17:19** |

 **Insert #2** -Monthly Insert- PiVAT INDEX

 **Quickly Recall What God Revealed**. Don’t let one Word fall to the ground - I Sam 3:19 **YEAR:**

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| D | Date | Page# | Item | Action | 🗹 |
| M | 0/00 | 1 | PiVAT - Work, Soccer game | Pray4 Aly’s dr visit | 🞏 |
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| **PiVAT Index: (for your Conversation Log)** Quickly recall what God revealed. **Day** (M,T,W) **Date** (00/00) **Page#** (1 or more pages depending on conversation length) **Item** (will be PiVAT, PRISM or Conversations. **Action** (Anything God told you to do resulting from PiVAT, PRISM, or Conversations.) **Check Box Column** (Write a blank circle or box for an open action item, put a check mark in it when completed)  | In the **Item Line**, whether PiVAT, PRISM, or Conversations – write the key takeaway from that item for that day to refresh your memory of what God revealed. Use your **PiVAT Index** to be like Samuel. (I Sam 3:19) Don’t let one Word that God told you – to fall to the ground.  |