

make it up through some other occasion (it usually evens out), and go on your way rejoicing that the will of God is always perfect!

Finally, I would like to share

VII. SOME OBSERVATIONS REGARDING CONSERVATION OF THE MATERIALS OF PUBLIC
MINISTRY OF THE WORD

Permit me to urge the following brief suggestions:

- A. Some system of filing materials for messages and notes of completed messages should be begun and maintained.
- B. One file can be begun for filing seed thoughts and outlines.
- C. A second file can be begun for filing illustrations and general materials of exegesis and exposition.
- D. A third file can be begun for filing complete messages.

One method of filing sets up an alphabetical ordering of message topics and a biblical ordering, by sections and/or books of the Bible, of message texts; and then places message notes under these headings as they are completed and delivered.

- E. This whole system can be set up in one file cabinet or in your computer. Its usefulness should be great during your lifetime, but only if you use it and do so faithfully!

I commend these observations to you, hoping that they will be helpful as you contemplate, prepare for, and engage in public ministry of the Word.