Ministry 310 – Course Syllabus

Course Title: *Preaching and Teaching Methods (3 Credits)*

Course Description: This course is designed to equip students to structure and prepare messages from biblical passages. Students will learn a biblical theology of preaching/teaching, proper methodologies of preaching and teaching, as well as how to analyze biblical texts, formulate a central idea statement from the text, and explain and support the central idea with appropriate applications in a message or lesson. Students will prepare and deliver sermons/lessons in class to the instructor and to classmates. This class will also cover such topics as planning, preaching and teaching for evangelism and discipleship, and teaching Bible stories to children.

Prerequisites: Bible/Theology Core courses (Bible 101, 110, 111, 120, 121; Theology 101, 102

Instructors:
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Course Materials:
- Bible (unless otherwise specified, you may use the translation of your choice)
    - Lecture notes and Assignment blanks will use the ESV translation.
- Handouts distributed in class or posted on Canvas as announced by the instructor.

Class Time: Class will meet once weekly on Thursdays from 4pm-7pm. Class will take place in Room 105 at Hope Community Church, located at 2100 Ellsworth Rd. Ypsilanti, MI, 48197.

Assignments:
- *Assignments* - There will be 8 preaching/teaching assignments throughout this course. Instructions will be given when each is assigned.
- *Reflection Paper* – Two to three pages (single-spaced) reflecting on the question: "What role should preaching/teaching play in the life and ministry of a local church?"
- *Preaching/Teaching Presentation 1* – Week 4

- ***Preaching/Teaching Presentation 2*** – Week 8
- ***Preaching/Teaching Presentation 3*** – Week 12
- ***Preaching/Teaching Presentation 4*** – Weeks15 and 16.

Canvas: Canvas is an online course management system for college courses. It will be used in this course for online submission of assignments and for posting grades, announcements, and access to relevant course documents. Further details on how to set up a Canvas account and access this course can be found in the appendix to this document.

Assessment: Assignments will have the following grade weights:

Assignment	Grade Weight	Dates
Assignments	10%	8 Assignments, due according to the course schedule.
Reflection Paper	10%	Due Week 15
Preaching/Teaching Presentation 1	20%	During Week 4
Preaching/Teaching Presentation 2	20%	During Week 8
Preaching/Teaching Presentation 3	20%	During Week 12
Preaching/Teaching Presentation 4	20%	During Week 16

We will use the following thresholds to convert raw scores in the course into letter grades:

- A+: >= 98%
- A: >= 92%
- A-: >= 90%
- B+: >= 88%
- B: >= 82%
- B-: >= 80%
- C+: >= 78%
- C: >= 72%
- C-: >= 70%
- D+: >= 68%
- D: >= 62%
- D-: >= 60%
- F: < 60%

Depending on the distribution of raw scores at the end of the semester, these thresholds may change; however the final thresholds will be no stricter than the current thresholds. For example, if you receive a raw score of 85% in the course, you will be guaranteed a letter grade of at least B; however, it may happen that you receive a higher letter grade depending on the overall distribution of raw scores.

Class Schedule:

Date	Topic	Reading/Work	Assignments Due
Week 1 January 11	Choosing a text; Structure of the text; Historical/Cultural Context; Main Idea of the Passage		Nothing Due
Week 2 January 18	Methodology; Theology of Preaching; Use of Commentaries; Outlining of the Sermon/Lesson		*Assignment 1*
Week 3 January 25	Teaching Bible Stories to Children (and Adults)		*Assignment 2*
Week 4 February 1	Application; Introductions; Conclusions		*Preaching/Teaching Presentation 1*
Week 5 February 8	Use of the Voice and Body in Preaching/Teaching		*Assignment 3*
Week 6 February 15	Fur Rendezvous Break		
Week 7 February 22	Preaching/Teaching Didactic Literature		*Assignment 4*
Week 8 February 29	Sermon/Lesson Presentations		*Preaching/Teaching Presentation 2*
Week 9 March 7	Preaching/Teaching Narratives and Parables		*Assignment 5*
Week 10 March 14	Preaching/Teaching Poetic and Prophetic Literature Preaching/Teaching Old Testament Narrative		*Assignment 6*
Week 11	Preaching/Teaching		*Assignment 7*

March 21	Difficult Texts		
Week 12March 28	Sermon/Lesson Presentations		*Preaching/Teaching Presentation 3*
Week 13 April 4	Planning your Preaching/Teaching		*Assignment 8*
Week 14 April 11	Preaching/Teaching for Evangelism and Discipleship		
Week 15 April 18	Reflections on Preaching		
Week 16 April 25	Sermon/Lesson Presentations		*Preaching/Teaching Presentation 4*

Late Policy:

Given the nature of this course, sermons and lessons may not be submitted late. Assignments and the reflection paper are expected to be submitted on or prior to the due date. If there are extraordinary circumstances outside of the student's control, they may request an extension from the instructor.

If a student finds that they are unable to adequately complete a given assignment, the student may submit the assignment up to one week after the due date. A late penalty of 20% of the grade will be given for such a late assignment. This late penalty is meant to penalize late submissions and encourage timeliness, while still allowing the student to still finish the given assignment.

This late policy is subject to instructor discretion. The 20% late penalty policy is intended to allow for unique or difficult but not extraordinary circumstances. Any student who abuses this policy, per the instructor's discretion, is liable to have this policy revoked and in such cases, a grade of zero will be given.

Appendix 1: How to Set up Your Canvas Account

This course will use the free version of Canvas. This means that you will be able to set up a Canvas account with your regular email and will be able to access the course on Canvas with a simple course invitation sent to your email. Please perform the following steps to set up your Canvas account:

- Check your email for a course invitation to Canvas.
- Click the "Get Started" button, which should redirect you to a Canvas page.
- Accept the course invitation. Upon accepting, it should redirect you to a page that will allow you to either set up a new Canvas account or link a current Canvas account.
- If you do not already have a free Canvas account, proceed to create a new account. To create a new account, it will set your login to be your email, you simply need to set your password and accurate time zone.

Your new account should be all set. To log in to Canvas in the future, go to the following URL: https://canvas.instructure.com/login/canvas

Use your email and password to log in. Then click on your course.

To use the mobile Canvas app, you'll want to download the Canvas app. Upon downloading and opening the app for the first time, it will prompt you to "Find my School." Select this option and put in "Free Canvas Accounts." Select this option and proceed to log in with your email and password associated with your free Canvas account.

Appendix 2: How to submit assignments on Canvas

From the course's Canvas home page, navigate to the assignments tab. Select the specific assignment from the list of assignments. Follow the instructions for the different cases of typed and handwritten submissions.

For typed documents:

- Click "Start Assignment" ("Submit Assignment" in the mobile app)
- Click "Upload File" ("Files" in the mobile app)
- Click "Choose File" (simply select the file in the mobile app)
- Navigate to the proper file and select it
- You may add any number of files by selecting "Add Another File"

For handwritten documents:

You may use a scanner, scanner app, or simply take photos of your work and submit the files by following the same steps outlined for typed documents. The best option may be to use the Canvas mobile app to submit the assignment and use the scanner feature as an option after selecting "Submit Assignment."

Please note, you may submit as many times as you would like prior to the assignment deadline. The most recent submission will count as your graded submission.

Appendix 3: Academic Integrity

Students are expected to hold themselves to a Christian standard of ethics in all matters. This includes but is not limited to, refraining from any forms of plagiarism, cheating, sharing, or acquiring any materials that would give a student an unfair advantage, or any dishonest representation of one's work. Below are outlined the consequences for an infringement of academic integrity for a given assignment:

- First offense – A grade of zero is given for the assignment; the professor must notify the Registrar and Dean of Students. A statement goes into the student's file.
- Second offense – A grade of F is assigned for the course; the professor must notify the Registrar and Dean of Students. A statement goes into the student's file. The Dean of Students and/or Registrar will notify faculty of students who incur a second offense in this area.
- Third offense – The professor must notify the Registrar and Dean of Students. A statement goes into the student's file and the student may be suspended or dismissed from this institution.

Appendix 4: Policy on Use of Generative Language Models For Written Assignments

The use of generative language models, such as ChatGPT, is not strictly prohibited and in some cases is very much encouraged as a research and brainstorming tool. However, all written assignments submitted as your own work should reflect your own personal writing. This prohibits copy and paste use of such tools, however, you may feel free to quote such tools provided that you make clear it is a quotation.

In general, you should treat generative language models as equivalent to speaking to another person. You may gain insight from them and be able to improve your value and productivity, but you should not misrepresent someone else's work as your own. These tools may also be treated somewhat like calculators in a math class. You may use them when appropriate and assignments may even assume their use in some ways, but all submitted work must be your own unless specified otherwise.