



Communications 110- Course Syllabus

Course Title: *Effective Communication (3 Credits)*

Course Description: This course is designed to equip students to effectively communicate ideas and information, particularly regarding articulating their faith. It will provide opportunities for enhancing writing and speaking skills appropriate to purpose, situation, and audience. Students will develop logical argumentation skills for creating speeches and essays with clarity. Students will support written and spoken communication with information that they evaluate for relevance and authority and that they use effectively and ethically. The course will be structured with weekly lectures and discussions and personal discipleship. Evaluation will take place via class assignments which include: three oral presentations (including a personal testimony), two outlines, and two papers. Students will read and analyze portions of the Bible with a particular emphasis on communication and people whom God empowered to spread His Good News. In addition, students will read two books and watch assigned videos.

Prerequisites: None

Instructor: Karen Rittle

- Email: therittles@gmail.com or karen.rittle@anchorbiblecollege.org
- Phone: 920-737-5221

Course Materials:

- The Holy Bible
- Joseph and the Gospel of Many Colors: Reading an Old Story in a New Way, Voddie Baucham Jr., ISBN: 978-1433523731
- War of Words, Paul David Tripp, ISBN: 978-0875526041
- Selected Videos

Class Time: Class will meet once weekly on Thursdays 6pm-9pm. Class will take place at the Solid Rock Bible Church: 670 Church St, Plymouth, MI 48170

General Schedule (Approximate):

- Prayer and Questions/comments from last week's reading materials/class (6:00-6:10)
- Lecture (6:10 - 7:20)
- Break (7:20 - 7:25)
- Lecture (7:25 - 8:25)
- Break (8:25 - 8:30)
- Discussion (8:30 - 9:00)

General Outline for Class Material:

- Pray
- Questions/comments
- What does the Bible say about effective communication?

- Course Reading Material/ Content
- Names of God/Who is God?
- Class Discussion: Thinking about the Bible
- Effective writing
- Effective speaking
- What does the Bible say about prayer?
- Discussion Groups

Assignments:

- **Weekly Homework -**

Reading and viewing videos. Students are required to read all of the assigned course materials and view the videos. It is recommended (not required) that students take notes. Assignments are dispersed throughout the semester, and include brainstorms, outlines, rough drafts, final drafts, speeches including visual aids (for the 2nd and 3rd), and reflection papers.

- **Attestation of Reading** - At the end of the semester, each student will be required to sign an attestation of the percentage of reading that was completed for the course.
- **Attestation of Attendance/Participation** - At the end of the semester, each student will be required to sign an attestation of attendance/participation. Participation in this course may look different for different students. Participation includes: asking questions (in class, discussion, or during breaks/outside of class, making a comment regarding course materials (in or out of class), answering questions, volunteering to read Bible verses, reaching out to the instructor and/or other students to encourage them in integrating course material into oral/written communication, and being an engaged learner.
- **Extra Credit** - Two possible extra credit assignments: details posted in Populi.

Assessment: Assignments will have the following grade weights:

Assignment	Grade Weight	Notes
1 st Project: Brainstorm	2%	Due Monday after first class
1 st Project: Outline	4%	Due class 2
First Project Speech: Testimony	10%	Due class 3
First Project Reflection	2%	Due class 4
2nd Project: Brainstorm	2%	Due class 5
2 nd Project: Outline	4%	Due class 6

Assignment	Grade Weight	Notes
2 nd Project: Rough Draft	5%	Due class 7
2 nd Project: Paper	10%	Due class 8 Paper: 3-4 pages, typed, double spaced.
2 nd Project: Speech	10%	Due class 9
3 rd Project: Brainstorm	2%	Due class 10
3 rd Project: Outline	4%	Due class 11
3 rd Project: Rough Draft	5%	Due class 12
3 rd Project: Paper	10%	Due class 13 Paper: 3-4 pages, typed, double spaced.
3 rd Project: Speech	10%	Due class 14
Personal Reflection	3%	Due class 15
Attestation of Regular attendance/Participation	7%	Due week 15 Attendance will be taken weekly. Students will sign an attestation of attendance and class participation
Attestation of Reading/Viewing Videos	10%	Due 12/18/26. Students will sign an attestation of reading of course material and viewing videos.

Assignment	Grade Weight	Notes
Extra Credit: if all other assignments completed.	1%	Line by line analysis of Psalm 91 Due week 15
Extra Credit: if all other assignments completed.	1%	Memorize a bible passage of your choice 7 verses or more Due week 15

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

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

Depending on the distribution of raw scores at the end of the semester, thresholds may change; however, the final thresholds will be no stricter than the current thresholds. Ex. 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 be that you receive a higher letter grade depending on the distribution of raw scores.

Class Schedule:

Date	Topics	Assignments Due	Study Material
Week 1 9/3/26	Introduction. Glorifying God in Communication. Writing a Thesis and an Outline. Writing a Testimony	1st project brainstorm in class (due Monday, September 7).	Read Thinking Tools Folder Resources in Populi <i>Joseph and the Gospel of Many Colors</i> Introduction and chapters 1-2 Read Genesis 37, 38, 39, 40 Video: Voddie Baucham What does the Story of Joseph Teach Us? https://www.youtube.com/watch?v=nXgPnEXbLiE (Watch over weeks 1 and 2)
Week 2 9/10/26	The Joseph Story. Transition Words in Writing. Writing Paragraphs. Writing a Rough Draft. Speaking a Testimony.	1 st Project Outline	Read Speaking Tools Folder Resources in Populi <i>Joseph and the Gospel of Many Colors</i> Chapters 3, 4, 5 Read Genesis 41, 42, 43, 44 Video: Finish Voddie Baucham video Paul Washer, The Gospel https://www.youtube.com/watch?v=t1BWSOVNm4A Video: John Piper, The Gospel https://www.youtube.com/watch?v=JaFRMaqHAdY Video: John MacArthur: The Gospel (1 min) https://www.youtube.com/watch?v=LCP9UcC7BzE Video: RC Sproul What is the Gospel? (Listen from 13:40 to 16:24, less than 3 min) https://www.youtube.com/watch?v=zWizZ53RFVw&t=4s Voddie Baucham What is the Gospel https://www.youtube.com/watch?v=YflvK1IeyA Joseph - A Study in God's Sovereignty: Themes from Genesis with R.C. Sproul https://www.youtube.com/watch?v=iyVRcomeHVg
Week 3 9/17/26	First Project Speech: Testimony	1 st Project Speech Testimony	<i>Read Joseph and the Gospel of Many Colors</i> Chapters 6, 7, 8 Genesis 45, 46, 47, 48 Video: Joseph: Because God Meant it for Good. John MacArthur (watch over weeks 3 and 4) https://www.youtube.com/watch?v=H7dNBq-BOZA

Date	Topics	Assignments Due	Study Material
Week 4 9/24/26	Joseph Story. Using Rhetoric for God's Glory. Ethos, Logos, and Pathos in the Bible.	1st Project: Reflection	Read Listening Tools Folder Resources in Populi <i>Joseph and the Gospel of Many Colors</i> Chapter 9, 10 Genesis 49, 50, Jonah 1-4 Read or listen: The Art of One Anothering by Scott Hubbard https://www.desiringgod.org/articles/the-art-of-one-anothering Finish the Joseph: Because God Meant it for Good video from last week
Week 5 10/1/26	The Joseph Story. Grammar Agreement. Having God's mind, welcome, words, love, and grace. Jonah as a Communicator.	2 nd Project: Brainstorm	Read Writing Tools Folder Resources in Populi <i>War of Words</i> : Preface <i>War of Words</i> : chapter 1, 2, 3 Ruth 1-4 Video: Paul Washer On Prayer: Matthew 6:9-11 https://www.youtube.com/watch?v=NKalfFnhJc&t=2292s (Watch over week 5 and 6. This will be a topic of lecture in week 11)
Week 6 10/8/26	War of Words. Paying Attention to Detail in Writing and Speaking for God's Glory. Ruth as a Communicator.	2 nd Project: Outline	<i>War of Words</i> Chapter 4, 5, 6 Read James 1-5 Video: Finish Paul Washer Video: On Prayer
Week 7 10/15/26	War of Words. Revising, Editing, and Proofreading for God's Glory. Improving Public Speaking. James on Communication.	2 nd Project: Rough Draft	<i>War of Words</i> Chapter 7, 8, 9 Read Esther 1-5 Video: John MacArthur: Prayer: The Believer's Constant Conversation https://www.youtube.com/watch?v=KGOBpD3WVU0 (Watch over week 7 and 8).

Date	Topics	Assignments Due	Study Material
Week 8 10/22/26	War of Words. Using Language Effectively in Writing and Speaking. Handling Nerves in Public Speaking. Esther on Communication.	2 nd Project: Paper The final paper needs to be: 1. Uploaded to Populi 2. Emailed to instructor 3. Emailed to Judges	<i>War of Words</i> Chapter 10, 11 Read Esther 6-10 and Job 1-4 Video: Finish John MacArthur Video on Prayer
Week 9 10/29/26	2 nd Project Speech	2 nd Project: Speech	<i>War of Words</i> Chapter 12, 13 Read Job 5-12 and Psalm 19 Videos: Costi Hinn: Speaking the Truth in Love https://youtu.be/GcQBYR-8m9E John Piper How Jesus's Glory Drives Creative Communication https://www.youtube.com/watch?v=1N5kFYqb1sk John Piper We Can Do Nothing https://www.youtube.com/watch?v=XulqESOTRbw&t=8s
Week 10 11/5/26	War of Words. Many Aspects of Godly Listening Skills.	3 rd Project: Brainstorm	Read Job 13-22 and Psalm 33 Video: John Piper: Is There Christian Eloquence? https://www.youtube.com/watch?app=desktop&v=u0E9WYMdEhE (Begin at 45:00 and watch to the end. Or watch the entire video.)
Week 11 11/12/26	Persuasive Communicating. The Psalms on Communication. Prayer.	3 rd Project: Outline	Read Job 23-32 and Psalm 34 Video: Voddie Baucham Why I Believe the Bible https://www.youtube.com/watch?v=nMfKlqMNnw0

Date	Topics	Assignments Due	Study Material
Week 12 11/19/26	Why the Bible is Believable. Job on Communication	3 rd Project: Rough Draft	Read Job 33-42 and Psalm 141 Video: Tim Challies Principles for Conduct in Communication (online communication) https://youtu.be/4sUBna0NMTU
11/26/26	Thanksgiving		God is SO GOOD! We have so much to be thankful for!
Week 13 12/3/26	Praying the Bible. Job on Communication, continued.	3 rd Project: Paper The final paper needs to be: 1. Uploaded to Populi 2. Emailed to instructor 3. Emailed to judge(s)	Read Exodus 1-10 and Psalm 150 Video: J.I. Packer In His Own Words https://m.youtube.com/watch?v=uMo14MIQkyQ
Week 14 12/10/26	Third Project Speech	3 rd Project: Speech	Read Exodus 11-20 Psalm 42 Video: R.C. Sproul Be Holy as I am Holy https://m.youtube.com/watch?v=VzZ1KQRetKg&pp=ygUJcmMgc3Byb3Vs

Date	Topics	Assignments Due	Study Material
Week 15 12/17/26	Summary: What We have Learned about communicating with God and with others. Moses as a Communicator	Personal reflection from the course. Extra credit assignments: if all other assignments are completed Attestation of Attendance and Participation (due 12/18/26)	

Late Policy:

Assignments are expected to be submitted prior to the due date. If there are extraordinary circumstances outside of the student's control, they may request an extension from the teaching staff.

Additionally, it is often the case that due to any number of other circumstances, a student finds that they are unable to adequately complete a given assignment. In such cases, the student is welcome to submit the assignment after the due date, up to the end of the semester; however, a late penalty will be given for such a late assignment. The standard late penalty is a 20% flat reduction in grade for the given assignment. This late penalty is meant to penalize late submissions and encourage timeliness, while still allowing the student to still finish the given assignment to the best of their ability even if they are unable to complete the assignment for some time due to any extended circumstances.

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 the grade revert to either a zero or that based on any submission prior to the due date.

Appendix: How to Log In to Populi for the First Time

This course uses Populi, Anchor Bible College's student information system and online classroom. Your Populi account is created for you once you have been approved for the class, so there is nothing for you to sign up for. Please perform the following steps to activate your account:

- Check your email for a welcome message from notifications@populi.co with the subject line "Welcome to Populi." It is sent to the personal email address you registered with.
- The email contains your username, which the college has already set for you. Usernames follow the format firstname.lastname (for example, jayden.spring).
- Click the link in the email to set your password. This link expires thirty days after the email is sent, so log in as soon as you receive it even if class has not yet started.
- Populi will first ask for a mobile phone number so the college can send you text notifications. You may skip this step. If you enter a number, Populi will text you a verification code to confirm it.
- Set your password. It must be at least ten characters long and contain at least one capital letter and one number. Populi will not accept a password that has appeared in a known data breach.

- Check the box to accept the Acceptable Use Policy, then click “Save Password and Log In.”

Your account should be all set. To log in to Populi in the future, go to the following URL:

<https://anchor.populiweb.com>

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

Anchor Bible College does not require students to use an authenticator app, so your username and password are all you need. Populi will log you out after one hour of inactivity; when you log back in, it returns you to where you were working.

Populi publishes its own help articles for students:

Logging in for the first time

<https://support.populiweb.com/hc/en-us/articles/223791887-Your-Populi-account-login-everything-you-need-to-know>

Assignments, lessons, discussions, and tests

<https://support.populiweb.com/hc/en-us/sections/360006197054-Your-courses>

If you have trouble logging in or reaching your course, contact Jayden Spring, Administrative Specialist. Call or text 517-320-2659, or email jayden.spring@anchorbiblecollege.org.

Appendix: How to submit assignments in Populi

From your Populi Home page, click your course and 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 the name of the assignment to open its page
- Click the upload area in the main part of the screen
- Navigate to the proper file and select it
- You may add any number of files by uploading them the same way
- You may also attach a file, along with any comments or questions for your instructor, in the feedback section on the right side of the page

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.

Please note, you may replace your submission as many times as you would like prior to the assignment deadline by deleting the uploaded file and uploading a new one. Once your instructor has viewed or graded your submission, the file can no longer be deleted, so be sure the version you upload is the one you want graded.

Appendix: 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: 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.