

Syllabus for
CHRM 340—Sermon Preparation and Preaching
3.0 Credit Hours
Fall 2008

I. COURSE DESCRIPTION

A study of the fundamentals of preaching. Gives attention to the biblical perspectives of preaching and the principles of sermon construction, as well as to the delivery of the sermon. Prerequisites: BIB 222, BIB 261, BIB 306, & THE 217; junior or senior standing.

II. COURSE GOALS

The goal of the course is to equip each student to bring biblical, theological, and historical studies together into the ability to prepare sermons and deliver them at a beginning level of skill.

III. STUDENT LEARNING OUTCOMES FOR THIS COURSE

As a result of successfully completing this course, the student will be able to do the following:

- A. Read various pieces including selections from Scripture properly in a public setting.
- B. Demonstrate the ability to make an oral interpretation and coherent presentation of biblical, theological, and historical information in sermonic form.
- C. Demonstrate the ability to analyze the sermonic structure and delivery of various preachers by methods specified by instructor.
- D. Demonstrate the ability to properly employ the principles of hermeneutics in conducting Bible studies as a foundation for textual, topical, and expository sermons by methods specified by instructor.
- E. Demonstrate the principles of sermon construction pertaining to the basic biblical sermon by methods specified by instructor.
- F. Demonstrate the ability to make the biblical message relevant and applicable to life in preaching event by methods specified by instructor.

IV. TEXTBOOKS AND OTHER LEARNING RESOURCES

A. Required Materials

- 1. Textbooks
 - Guthrie, Clifton F. *From Pew to Pulpit*. Nashville: Abingdon, 2005.
 - Vanhoozer, Kevin, et al. *Everyday Theology*. Grand Rapids: Baker, 2007.
 - Webb, Joseph M. *Preaching Without Notes*. Nashville: Abingdon, 2001.
- 2. Other—None

- B. Optional Materials
 - 1. Textbooks—None
 - 2. Other—None

VI. POLICIES AND PROCEDURES

- A. University Policies and Procedures
 - 1. Attendance at each class or laboratory is mandatory at Oral Roberts University. Excessive absences can reduce a student's grade or deny credit for the course.
 - 2. Students taking a late exam because of an unauthorized absence are charged a late exam fee.
 - 3. Students and faculty at Oral Roberts University must adhere to all laws addressing the ethical use of others' materials, whether it is in the form of print, video, multimedia, or computer software. By submitting an assignment in any form, the student gives permission for the assignment to be checked for plagiarism, either by submitting the work for electronic verification or by other means.
 - 4. Final exams cannot be given before their scheduled times. Students need to check the final exam schedule before planning return flights or other events at the end of the semester.
 - 5. Students are to be in compliance with University, school, and departmental policies regarding ePortfolio requirements. Students should consult the ePortfolio handbooks for requirements regarding general education and the students' majors.
 - a. The penalty for not submitting electronically or for incorrectly submitting an ePortfolio artifact is a zero for that assignment.
 - b. By submitting an assignment, the student gives permission for the assignment to be assessed electronically.
- B. Department Policies and Procedures

Note: Attendance policy is enforced. Excessive absences will affect your grade. See syllabus attendance policy.

 - 1. Completion of a Course
 - a. All assignments are due on the dates established in the course calendar, which is published in the syllabus or assigned in class. **Any assignments turned in after the scheduled due date will be penalized five percent (5%) of the original value per day including weekends, breaks, and holidays.**
 - b. **No work** is accepted after the final date of regular classes.
 - 2. Incompletes
 - a. An incomplete is given only after the student establishes with the instructor and the department chair by written petition that his or her work is incomplete for good cause (i.e., lengthy illness, death in the family). **Incompletes are rarely granted.** Only those absences that are incurred within the time period of the extenuating circumstances prompting an incomplete will be excused. The student is still accountable for any other absences and will be penalized for them according to the attendance policy.
 - b. A Petition for Incomplete Grade with all supporting documentation must be submitted for approval at least one week prior to the end of normal classes. The submitting of a petition does not automatically ensure the

granting of an incomplete. The petition must be approved by the appropriate academic committee of the Undergraduate Theology Department.

3. Examinations and Other Assignments
 - a. Early examinations **are not** allowed.
 - b. Late examinations are administered only when extenuating circumstances are present (such as a death in the family the week before exams, sudden and major illness the week of exams that is documented by a physician). In fairness to all students, some persons should not have more time to prepare for an examination than others. **The granting of a late examination request is rare.**
 - c. A Petition for Late Examination without penalty must be signed by the professor and the chair. Proper documentation must accompany the petition and must be submitted to the Undergraduate Theology Department. The student must schedule the makeup exam with the professor of the course. The exam must be taken no later than five (5) calendar days after the approval of the petition. **Grade penalties may be applied as indicated by the Academic Affairs Committee.**
 - d. **All** exams will be given as scheduled. It is the student's responsibility when purchasing airline tickets, for example, to take this schedule into consideration. **Not being present for the final examination automatically results in failure of the course.**
 - e. These requirements apply to all quizzes, tests, and examinations administered by the Undergraduate Theology Department.

4. Attendance

- a. The Official Attendance Policy for the Undergraduate Theology Department is as follows for a three-semester hour class:
 - (1) If the class meets three times a week, the missing of 6 class sessions will result in a grade reduction of one letter grade. Missing 12 class sessions will automatically result in a grade of "F."
 - (2) If a class meets twice a week, the missing of 4 class sessions will result in a grade reduction of one letter grade. Missing 8 sessions will automatically result in a grade of "F."
 - (3) If the class meets once a week, then missing 2 class sessions will result in a grade reduction of one letter grade. Missing 4 class sessions will automatically result in a grade of "F."
- b. **The absences allowed prior to grade reduction are designed to allow for emergencies and illnesses, and are not designed for indiscriminate use.** Many students incorrectly assume that they may use these allowable absences as unexcused "cuts" from class. Administrative excuses are granted only when a student is on official University business and has received approval in advance from the University administration.
- c. Students are expected to be prompt for classes. **Two tardies will equal one absence.**

C. Course Policies and Procedures

1. Evaluation Procedures
 - a. Completion of the course.
 - b. NO WORK is accepted after the final date of regular classes.

- c. Final grade will be determined as follows:
 - i. Five Off Campus Sermon Evaluations 15%
(1 Charismatic; 1 Catholic/Orthodox;
1 Baptist; 1 Methodist; 1 Other)
 - ii. Three Sermon Manuscripts w/ Outline 30%
 - iii. Two Sermon Presentations 30%
 - iv. Book Review (Guthrie) 10%
 - v. Final Exam (Vanhoozer reflection) 15%
 - vi. e-Portfolio compliance 0%
(non-compliance: 0% for the assignment)

2. Grading

The final grade is given on the basis of the percentage of the total points possible:
90+=A; 80+=B; 70+=C; 60+=D; 59 and below=F.

3. e-Portfolio artifact

- a. Expository Sermon Manuscript/Outline
The student will write a manuscript with outline for a sermon following the guidelines covered in class. A hard copy will be submitted to the professor for grading and a copy will be submitted electronically for assessment. The electronic submission is as follows: Portfolio—Theology Department, Outcome—Professional/Ministerial Communication Skills, Rubric—Sermon/Lesson, Assessor—Jeffrey Lamp.
- b. e-Portfolio compliance (0% for the assignment for noncompliance)
To be “compliant” the student will have correctly submitted the research paper electronically as an artifact for assessment. To be “noncompliant” the student has either not submitted or incorrectly submitted the research paper electronically. Noncompliance will result in a one letter grade reduction of the final grade for the course.
- c. [It is the student’s responsibility to ensure that he/she is in compliance. Compliance is verified by checking for the assessment results in one’s e-portfolio. If there is a problem you may receive notification by the professor/assessor through one’s **ORU Group Wise email address.**]

V. COURSE CALENDAR

<u>DATE</u>	<u>ACTIVITY</u>	<u>ASSIGNMENT</u>
Aug 14	Class Introduction and Syllabus Review	
19	Theology of Preaching	Webb (pp. 19-75)
21	Sermon Preparation	Webb (pp. 77-132)
26	Sermon Preparation	
28	Worship Services, Weddings, Funerals	
Sept 2	Sermon Presentations	Sermon Manuscript/Outline 1 Due
4	Sermon Presentations	
9	Sermon Presentations	
11	Sermon Presentations	Guthrie Book Review Due
16	Sermon Presentations	
18	Sermon Presentations	
23	Sermon Presentations	
25	Sermon Presentations	
30	Sermon Presentations	
Oct 2	Sermon Presentations	Sermon Manuscript/Outline 2 Due
7	Sermon Presentations	
9	Sermon Presentations	
21	Sermon Presentations	
23	Sermon Presentations	
28	Sermon Presentations	
30	Sermon Presentations	
Nov 4	Sermon Presentations	Sermon Manuscript/Outline 3 Due
6	Sermon Presentations	
11	Sermon Presentations	
13	Sermon Presentations	
18	Sermon Presentations	
20	Sermon Presentations	
25	Sermon Presentations	
Dec 2	Sermon Presentations	
5	Sermon Presentations	Sermon Evaluations Due
TBA	Final Exam	

Course Inventory for ORU's Student Learning Outcomes
CHRM 340—Sermon Preparation and Preaching
Fall 2008

This course contributes to the ORU student learning outcomes as indicated below:

Significant Contribution – Addresses the outcome directly and includes targeted assessment.

Moderate Contribution – Addresses the outcome directly or indirectly and includes some assessment.

Minimal Contribution – Addresses the outcome indirectly and includes little or no assessment.

No Contribution – Does not address the outcome.

The Student Learning Glossary at <http://ir.oru.edu/doc/glossary.pdf> defines each outcome and each of the proficiencies/capacities.

OUTCOMES & Proficiencies/Capacities	Significant Contribution	Moderate Contribution	Minimal Contribution	No Contribution
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1	Outcome #1 – Spiritually Alive Proficiencies/Capacities				
1A	Biblical knowledge	x			
1B	Sensitivity to the Holy Spirit	x			
1C	Evangelistic capability		x		
1D	Ethical behavior		x		

2	Outcome #2 – Intellectually Alert Proficiencies/Capacities				
2A	Critical thinking	x			
2B	Informational literacy		x		
2C	Global & historical perspectives			x	
2D	Aesthetic appreciation			x	
2E	Intellectual creativity	x			

3	Outcome #3 – Physically Disciplined Proficiencies/Capacities				
3A	Healthy lifestyle			x	
3B	Physically disciplined lifestyle			x	

4	Outcome #4 – Socially Adept Proficiencies/Capacities				
4A	Communication skills	x			
4B	Interpersonal skills	x			
4C	Appreciation of cultural & linguistic differences			x	
4D	Responsible citizenship			x	
4E	Leadership capacity	x			