

Syllabus for  
**PRM 519—Missionary Basics**  
3 Credit hours  
Fall 2014

I. COURSE DESCRIPTION

Introduces missionary candidates to the needs, options, and qualifications for missionary personnel. Includes preparation, church relations, strategies, funding, and life in other countries. Prerequisites: None.

II. COURSE GOALS

The purpose of this course is to enable the student to do the following:

- A. Become motivated as missionary candidates to begin spiritual, academic, cross-cultural, and self-analytical preparation.
- B. Study the larger picture of the worldwide mission field, with an awareness of the areas of the greatest and the least need.
- C. Learn the various options regarding sending agencies and the types of service available.
- D. Explore healthy church relationships, ethical and effective fund-raising practices, and the unique challenges of missionary life.

III. STUDENT LEARNING OUTCOMES FOR THIS COURSE

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

- A. Discuss the consistency between a course as a missionary and God's desire for saving the lost people of the world.
- B. Explain personal suitability (or unsuitability) for serving as a foreign missionary.
- C. Discuss practical ways the student can move from the missionary call to the mission field.
- D. Explain practical considerations pertaining to furloughs, family concerns, continuing education, and retirement for career missionaries.
- E. Articulate an awareness and understanding of the basics of Christian missionary life and practice.

IV. TEXTBOOKS AND OTHER LEARNING RESOURCES

- A. Required Materials
  - 1. Textbooks  
Barnett, Betty. *Friend Raising*. Seattle: YWAM Publishing, 2003.  
ISBN: 9781576582831

Sills, M. David. *The Missionary Call: Find Your Place in God's Plan For the World*. Chicago: Moody, 2008. ISBN: 9780802450289

Steffen, Tom and Lois McKinney Douglas. *Encountering Missionary Life and Work: Preparing for Intercultural Ministry*. Grand Rapids: Baker Academic, 2008. ISBN: 9780801026591

2. Other  
None

B. Optional Materials

1. Textbooks  
None
2. Other  
None

V. 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, electronic, video, multimedia, or computer software. Plagiarism and other forms of cheating involve both lying and stealing and are violations of ORU's Honor Code: "I will not cheat or plagiarize; I will do my own academic work and will not inappropriately collaborate with other students on assignments." Plagiarism is usually defined as copying someone else's ideas, words, or sentence structure and submitting them as one's own. Other forms of academic dishonesty include (but are not limited to) the following:
  - a. Submitting another's work as one's own or colluding with someone else and submitting that work as though it were his or hers;
  - b. Failing to meet group assignment or project requirements while claiming to have done so;
  - c. Failing to cite sources used in a paper;
  - d. Creating results for experiments, observations, interviews, or projects that were not done;
  - e. Receiving or giving unauthorized help on assignments.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. Penalties for any of the above infractions may result in disciplinary action including failing the assignment or failing the course or expulsion from the University, as determined by department and University guidelines.
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 Whole Person Assessment requirements. Students should

consult the WPA 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. Graduate School of Theology and Ministry Policies and Procedures

1. **Completion of assignments**

Assignments are due on the dates established in the course calendar, which is published in the syllabus. **Any assignments turned in after the scheduled due date are penalized five percent (5%) of the original value per day including weekends, breaks, and holidays.** All work turned in two weeks after the assignment deadline are received but are granted a grade of zero for that assignment. **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 academic committee by written petition that student's 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 are 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 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 academic committee of the Graduate School of Theology and Ministry. Students are expected to continue all course work until an incomplete is granted.

3. **Examinations**

- a. Early examinations **are not** allowed. Late examinations without grade penalty are administered only when extenuating circumstances are present (such as a death in the family the week before exams or a sudden and major illness the week of exams that is documented by a physician).
- b. A Petition for Late Examination must be submitted to the academic dean's office. A **\$15 fee**, plus proper documentation, must accompany the petition. The academic committee reviews each petition and grade penalties are assessed. (Late exam fee is not a grade penalty.)
- c. Students taking late exams should expect alternate versions of the original exams.
- d. **Not being present for the final examination automatically results in failure of the course.**

4. **Attendance**

The Official Attendance Policy for the Graduate School of Theology and Ministry is as follows:

- a. If the class meets three times a week:
  - i. Missing of 6 class sessions results in a grade reduction of one letter grade.
  - ii. Missing 8 class sessions results in a grade reduction of two letter grades.

- iii. Missing 12 class sessions automatically results in a grade of F.
  - b. If the class meets twice a week:
    - i. Missing of 4 class sessions results in a grade reduction of one letter grade.
    - ii. Missing 6 class sessions results in a grade reduction of two letter grades.
    - iii. Missing 8 class sessions automatically results in a grade of F.
  - c. If the class meets once a week:
    - i. Missing 2 class sessions results in a grade reduction of one letter grade.
    - ii. Missing 3 class sessions results in a grade reduction of two letter grades.
    - iii. Missing 4 class sessions automatically results in a grade of F.
  - d. **The absences allowed prior to a grade reduction are designed to allow for emergencies and illnesses and are not designed for indiscriminate use.**
  - e. Administrative excuses are granted only when a student is on official University business and has received approval in advance from the University administration.
  - f. Students are expected to be prompt for classes.
  - g. Students are expected to remain for the entire class session.
  - h. Leaving early without permission constitutes an absence.
- 5. The Disability Service Center, in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, assures that no qualified individual with a disability will be denied reasonable accommodations based upon the individual's needs. It is the responsibility of the student to contact the Disability Service Center and properly register for these services. For more information, call 918.495.7018 or go to [www.studentresources.oru.edu](http://www.studentresources.oru.edu).

C. Course Policies and Procedures

- 1. Evaluation Procedures
  - a. Reading, Reaction Sheets and Reading Report 20%
  - c. Leading and Participation in Class Discussion 20%
  - d. Projects (all seven combined) 40%
    - Journal Sheets
    - Missions Conference Proposal
    - Missions Program Evaluation
    - Report on Personal Strategy
    - Newsletter
    - Chart of Cooperative Structures
    - Unreached People Profile
  - e. Final Exam 20%
- 2. Whole Person Assessment Requirements
  - a. All students entering the seminary are required to enroll in PRF 059: ePortfolio: Whole Person Assessment, which provides specific training to develop the skills needed to create an ePortfolio.
  - b. WPA requirements for this course:

- (1) The Self-Reflection Paper for PRM 519 must be uploaded to the student's ePortfolio.
  - (2) The Self-Reflection Paper for PRM 519 is a required artifact for the M. A. Missions degree program.
3. Other Policies and/or Procedures
  - a. The course involves a set amount of reading prior to each class session. Students are required to complete a reaction sheet according to the handout pattern distributed in class and respond to the day's reading. Students also participate in a class discussion of the reading assignment. Students are required to read all the textbooks listed in the textbook section of this syllabus.
  - b. This course concentrates on a number of projects rather than only one research paper. One project must be completed at each of the times indicated in the course calendar. Students may choose the order in which to complete the first six projects.
    - (1) A one-page proposal for a missionary conference in a specific church. This should include relevant data concerning the church, speakers, workshops, exhibits, theme, and objectives.
    - (2) An analysis of a current congregational missions program. This should be about three pages in length.
    - (3) A copy of the missionary candidate's first newsletter to potential supporters.
    - (4) A one-page report on the student's personal strategy to get onto the mission field, as well as the student's initial strategy for ministry. The latter should be coordinated with the spiritual gifts that have become evident in the student's life.
    - (5) A chart of all major cooperative mission structures, trends, types of service, etc., with brief descriptions, indication of accomplishments, growth, and tasks unaccomplished, etc.
    - (6) A two-page profile on an unreached people group.
    - (7) A two-page double spaced paper describing personal spiritual growth. This serves as an indication of the development (or maintenance) and health of personal prayer habits, witnessing, obedience to God, Bible reading, spiritual growth, ministry activities, spiritual power, and other aspects of missionary formation. These sheets are kept confidential.
  - c. A final exam is given that includes the material covered by the various projects and the reading assignments.

## VI. COURSE CALENDAR

<b>Week</b>	<b>Assignment</b>
Aug. 16	Introduction to course: <b>All course assignments covered</b> Discussion: Sills, Ch. 1
Aug. 23	Discussion: Sills, Ch. 2-4
Aug. 30	Discussion: Sills, Ch. 5-7
Sept. 6	Discussion: Sills, Ch. 8-10
Sept.13	Discussion: Sills Ch. 11-12
Sept. 20	Discussion; Steffen, Ch. 1-2
Sept. 27	Discussion; Steffen, Ch. 3-4
Oct. 4	Discussion: Steffen, Ch. 5-6
Oct. 11	Discussion: Steffen, Ch. 7-9
Oct. 25	Discussion: Steffen, Ch. 10-12
Nov. 1	Discussion: Steffen, Ch. 13-14
Nov. 8	Discussion: Steffen, Ch. 15-17
Nov. 15	Discussion: <i>Friend Raising</i>
Nov. 29	Discussion: <b>Class Projects</b>
Dec. 6	Discussion: <b>Class Projects</b>
TBA	<b>Final Exam</b> (University Schedule)

**Inventory for Student Learning Outcomes  
Graduate School of Theology and Ministry**

**Master of Arts in Missions**

**PRM 519 Missionary Basics**

**Dr. Raymond Smith, Instructor**

**Fall 2012**

This course contributes to student learning outcomes for the Master of Arts in Missions degree 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.

Degree Program Outcomes	Significant Contribution	Moderate Contribution	Minimal Contribution	No Contribution
<b>Historical/Theological Perspective of Missions</b>				
Articulate the historic, biblical, theological, and missiological perspectives that inform the church's missionary task.		X		
<b>Strategy and Planning for Mission Agencies</b>				
Articulate an awareness and understanding of the basics of Christian missionary life and practice.	X			
<b>Cross-Cultural Evangelistic and Church-Planting Strategies</b>				
Articulate a globalized strategy for cross-cultural evangelism and church planting.		X		
<b>Leadership for Motivating, Mobilizing, and Training</b>				
Articulate the fundamental issues of the dynamic relationship of gospel to culture in establishing a strategy for effective intercultural ministry.			X	
<b>Language Learning Methods and Techniques</b>				
Demonstrate language learning competency utilizing the ear and mouth more than the eye and writing skills.			X	
<b>Internship in Evangelism/Church Planting</b>				
Demonstrate preparedness for intercultural ministry by supervised application of missiological insights through immersion in cross-cultural ministry experiences.				X
<b>Scriptural Knowledge</b>				
Articulate a foundational knowledge of the content of Scripture with application to selected contemporary situations.		X		