

Syllabus for
GTHE 517—Seminar in Theological Research - ONLINE
3 Credit Hours
Fall 2015

I. COURSE DESCRIPTION

Designed to permit the theological research student to acquire a degree of expertise in the use of the library's many facilities. Emphasizes a working knowledge of research tools and research methodology. Discusses selective problems in theological research and addresses the scholarly process and modern information systems. Focuses on writing skills and the textual tradition embodied in book form. The course also examines the basic form, content, and style of an acceptable research paper.

Prerequisites: None.

II. COURSE GOALS

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

- A. Study the fundamentals of research methodology.
- B. Become acquainted with the basic resource tools and materials for theological research.
- C. Examine modern information systems, including the "book"—its history, value, physical make-up, and the means for evaluation.
- D. Learn to appreciate the continuing value and relevance of traditional formats, such as printed books, journals, and authoritative references.
- E. Understand the importance and methodology of evaluating information resources.
- F. Observe how skillful written expression is connected with the technique of research.
- G. Examine the style and form of an acceptably written research paper.

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. Discuss the application of reading principles to analysis and synthesis.
- B. Demonstrate a mastery of theological research tools and methodology by completing a major research project.
- C. Demonstrate mastery of class lectures and reading material by completing an annotated bibliography, a critical book review, exegetical exercise, and the final exam.
- D. Exhibit ability to use basic research materials by completing required research and library exercises.

IV. TEXTBOOKS AND OTHER LEARNING RESOURCES

A. Required Materials

1. Textbooks

Fee, Gordon D., and Douglas Stuart. *How to Read the Bible for All Its Worth*. 4th ed. Grand Rapids, MI: Zondervan, 2014. ISBN: 978-0310517825

Research and Writing Manual. Tulsa, OK: ORU Graduate School of Theology and Ministry, 2013-2014.

Turabian, Kate L. *A Manual for Writers of Research Papers, Theses, and Dissertations*. 8th ed. Rev. by Wayne C. Booth, Gregory G. Colomb, and Joseph M. Williams. Chicago: University of Chicago Press, 2013. ISBN: 9780226816388

Vyhmeister, Nancy Jean, and Terry Dwain Robertson. *Quality Research Papers: For Students of Religion and Theology*. 3rd ed. Grand Rapids, MI: Zondervan, 2014. ISBN: 978-0310514022

2. Other None

B. Optional Materials

1. Textbooks

Strunk, William. *The Elements of Style*. William Strunk, Jr., and E. B. White. Boston: Allyn and Bacon, 4th edition, 2000. ISBN: 978-0205313426

2. Other None

V. POLICIES AND PROCEDURES

A. University Policies and Procedures

1. Students taking a late exam because of an unauthorized absence are charged a late exam fee.
2. 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.

3. 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.

4. 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 is not accepted and a grade of zero is recorded 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. 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.

C. Course Policies and Procedures

1. Evaluation Procedures

- a. Grading:

Precis	10%
Book Review, Fee and Stuart text	10%
Word Study	10%
Theological Issue Paper, rough draft	7%
Theological Issue Paper, final	20%
Biblical Issue Paper, rough draft	7%
Biblical Issue Paper, final	20%
All other weekly assignments	<u>16%</u>
Total:	100%
- b. Grading scale:
 - A=90-100%
 - B=80-89%
 - C=70-79%
 - D=60-69%
 - F=59% and below

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 skills needed to create an ePortfolio.
- b. WPA requirements for this course:
 - None

3. Other Policies and/or Procedures

- a. Each assignment is to be completed in one week. A week begins on Monday and ends at midnight Sunday night (Central Standard Time Zone). Although weekly units will be open for the entire semester, assignments will only be accepted without penalty during the week they are scheduled. You may work ahead on assignments, if you choose; however, after the first week's assignments, avoid submitting further assignments until after you have received back all your previous assignments, so you can incorporate the comments into your new assignments.
- b. Late work
 - Each week's work must be completed by the end of the week. Late work will be penalized five points per day late. If an assignment is more than

two weeks late, it will not be accepted, and that assignment will be given the grade of zero.

c. Deadlines

Odd things happen in cyberspace: e-mails get lost, servers disconnect temporarily, etc. Do not wait until the last moment to get assignments done. Allow time to meet deadlines. Reply and check for replies on e-mails sent and received. You are responsible for getting to work in on time, even if it must come through conventional means.

d. Safeguards

Back up every piece of work you do on a disk or flash drive, and make a hard copy. If you experience computer difficulties, you are responsible for taking care of the technical problems. Help for D2L can be found at the D2L Help Desk at 918.495.6784.

VI. COURSE CALENDAR

Week*	Topic
1	Introduction to Course
2	Research Techniques I
3	Research Techniques II
4	Research Techniques III
5	Research Techniques IV
6	Research Techniques V
7	Writing Skills I
8	Writing Skills II
9	Writing Skills III
10	Writing Skills IV
11	Writing Skills V
12	Writing Skills VI
13	Writing Skills VII
	No Final Exam

*Week 1 begins the first week of class (Tuesday – Sunday); each week thereafter runs Monday -Sunday.

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

STM distinctives for all degree programs

**FED 501 Teaching Methodology, Dr. Cheryl Iverson
GTHE 517 Seminar in Theological Research, Dr. David Hebert
GTHE 517 Seminar in Theological Research ONLINE, Dr. James Tollett**

Fall 2015

These courses contribute to 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.

Degree Program Outcomes	Significant Contribution	Moderate Contribution	Minimal Contribution	No Contribution
The Holy Spirit/Signs and Wonders				
Articulate a biblical/theological understanding of the person, work, and ministry of the Holy Spirit			X	
Experience personally the work of the Holy Spirit to discover and develop unique spiritual gifts, for integration and ministry			X	
Ministry, Professional/Personal Development/Teaching Methodology				
Articulate clearly ministry/professional calling			X	
Minister to spiritual and academic needs of others in a professional context			X	
Theological Research				
Demonstrate a mastery of theological research tools and methodology	X			