

Syllabus for  
**PRM 663—Text to Sermon - ONLINE**  
3 Credit hours  
Fall 2015

I. COURSE DESCRIPTION

A course designed to enable the preacher to become a better craftsman. Drawing upon the resources of Biblical studies and theology and employing the principles of hermeneutics and exegesis, students organize a variety of outlines, prepare six full manuscripts, and concentrate on introduction, conclusions, and preparation procedures that contribute to effective preaching. Prerequisites: None.

II. COURSE GOALS

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

- A. Learn to read Scripture and creative interpretative presentations in a public setting.
- B. Learn the fundamentals of preaching.
- C. Become aware of the biblical perspectives of preaching, the principles of sermon construction, and how to deliver a sermon.
- D. Study the construction and communication of the basic biblical expository sermon, as well as other sermonic types.

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 the Scripture properly in a public setting.
- B. Make an oral interpretation and presentation of biblical information.
- C. Analyze, either orally or in writing, the sermonic structure of various preachers.
- D. Explain the importance of using the principles of hermeneutics comfortably in conducting Bible studies as a foundation for the expository sermon.
- E. Demonstrate, either orally or in writing, a mastery of the principles of sermon construction pertaining to the basic biblical sermon.
- F. Discuss the importance of relating the biblical message to life through preaching.
- G. Discuss the importance of developing skills for communicating the Gospel.

#### IV. TEXTBOOKS AND OTHER LEARNING RESOURCES

##### A. Required Materials

###### Textbook

1. McDill, Wayne. *12 Essential Skills for Great Preaching*. 2nd ed. Nashville: Broadman and Holman, 2006. ISBN: 9780805432978

2. Other  
None

##### B. Optional Materials

1. Textbooks  
None

2. Other  
*NIV Archaeological Study Bible*. Grand Rapids: Zondervan, 2005.  
ISBN: 9780310926054

#### 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.
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 the Whole Person Assessment requirements. Students should consult the Whole Person Assessment handbooks for requirements regarding

general education and the students' majors.

- a. The penalty for not submitting electronically or for incorrectly submitting an 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 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](http://www.studentresources.oru.edu).

C. Course Policies and Procedures

1. Evaluation Procedures

a. Grade Scale:

A = 90—100%

B = 80— 89%

C = 70— 79%

D = 60— 69%

F = 0— 59%

b. Course assignments and grading weight:

McDill Study Questions 17%

Sermon Evaluations 7%

McDill Charts 13%

Sermon Outlines and Manuscripts 57%

Sermon Journals 6%

Total: 100%

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. ePortfolio requirements for this course:

i. All students, regardless of degree program, must submit the Sermon Manuscript and Outline for PRM 66 to the course professor on ePortfolio, on the same date the assignment is also due in class.

ii. Failure to correctly submit designated artifact assignments on time to the course professor on ePortfolio will result in an Incomplete grade for the course. When a student submits the missing artifact to the professor on ePortfolio, he or she may fill out a Change of Grade Request with all relevant information and submit it to the course professor for approval and final grade change.

3. Other Policies and/or Procedures

a. Class work: Each assignment is to be completed in one week. A week begins on Monday and ends at midnight Sunday night (Central Standard Time).

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

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 solving your own technical problems.

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 solving your own technical problems.

e. Attendance: Students are to log in to D2L at least twice a week. Each

time this expectation is unmet, the student will be considered absent. Missing four login sessions during the semester will result in a grade reduction of one letter grade from the final course grade. Missing six login sessions will result in a grade reduction of two letter grades. Missing eight login sessions will automatically result in the course grade of “F”.

- f. In addition to logging in twice a week, students are required to participate in the learning process with others who are currently enrolled in the course. This is accomplished by participating in at least four web interactive opportunities. (You may, if you wish, participate in all scheduled opportunities.) It is up to the student to decide which four. Selections include: threaded discussions, document sharing, and the development of a webliography. Failure to participate in at least four web interactive opportunities will result in a grade reduction of one letter grade from the final course grade.
- g. Contacting the Professor:
  - (1) E-mail: [jtollert@oru.edu](mailto:jtollert@oru.edu) – I will reply as soon as I pick up your e-mail. All e-mails sent include “Text to Sermon” in the subject line.
  - (2) Phone: 918.425.4226. Please use this number only when an e-mail is not possible or you have a true emergency. Phone calls are to be made during the hours of 8:30 a.m. – 4:30 p.m. Central Standard Time, Monday – Thursday, 8:30 – noon on Fridays. If I am not available, leave a phone number and e-mail address, and I will contact you as soon as possible.
- h. Courtesy code: Students are expected to following rules of common courtesy in all e-mail messages. If any message is deemed to be in appropriate or offensive, it will be forwarded to the Director of Student Development, the Dean of the School of Theology and Ministry, and the online administrators, and appropriate action will be taken, not excluding expulsion from the course.

## VI. COURSE CALENDAR

See detailed instructions for assignments under weekly listings on D2L.

<b>Week</b>	<b>Topic</b>
1	Introduction
2	7 Steps to Sermon Preparation
3	Observing the Text
4	Tools for Sermon Preparation
5	The Linear Outline
6	The Pattern of the Sermon, pt. 1
7	The Pattern of the Sermon, pt. 2
8	The Pattern of the Sermon, pt. 3
9	The Motivated Sequence
10	Sermon Illustrations
11	The Sermon Manuscript
12	Preaching for a Response
13	Planning the Oral Presentation
14	What to Preach?

**Inventory for Student Learning Outcomes  
School of Theology and Ministry  
M. A. Practical Theology**

**PRM 663 Text to Sermon - ONLINE**

**Dr. James Tollett, Instructor**

**Fall 2015**

This course contributes to student learning outcomes for the M. A. Practical Theology 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>Foundational Knowledge of OT/NT Scripture</b>				
Articulate a foundational knowledge of the content of Scripture within its cultural and historical context with application to selected contemporary situations		x		
<b>Basic Methods of Biblical Interpretation</b>				
Exhibit competence and understanding in the Word of God by utilizing basic methods of biblical interpretation.	x			
<b>Theology and Christian Doctrines</b>				
Exhibit a basic knowledge of the contents and methods of Christian theology		x		
<b>History of Christianity</b>				
Research and synthesize key movements and figures together with their significance in the history of Christianity			x	
<b>Communication Through Preaching/Teaching</b>				
Effectively communicate the message of Christianity through the medium of preaching or teaching.	x			
<b>Supervised Practice in Ministry Context</b>				
Demonstrate understanding and skills for contemporary ministry contexts.	x			