



G209 Communication Skills

3 credits. Prerequisite: B119 Bible Study Methods

👤 On Campus 'A' Livestream 📺 Video on Demand

September 16 – December 20, 2024

Fall semester

Tuesday, 5:30 pm – 8:30 pm SK time

7:30 pm – 10:30 pm ET (time changes to 6:30 pm mid-semester)

Leanne Bellamy, MFA in Writing

lbellamy@horizon.edu

Please note: This course requires VOD students to attend class in person all day on October 24 and October 25, and in the evening of November 26, 2024.



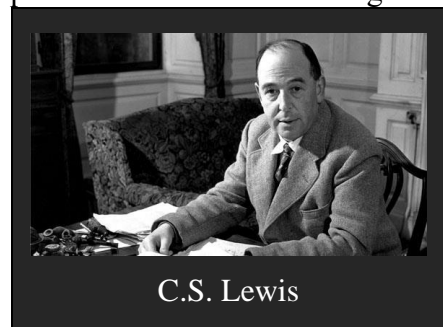
Course Goals

Course Description

This course equips students to understand, assess, and use the principles of effective communication. Considering both oral and written contexts, we will examine language as a system for making meaning, identify the role of genre in composition and interpretation, practice and evaluate the use of image, story, and logical patterns as tools for moving an audience, and analyze key elements of rhetorical situations. In doing so, we will develop techniques for active listening and for persuasive communication.

Relationship to MCS-Horizon's Missions

This course prepares students for Christian leadership by equipping them to listen carefully and critically to the ideas of others, to convey their own ideas with purpose, clarity, and grace, and to proclaim God's Word through the public reading of Scripture.



C.S. Lewis

“Language is an instrument for communication. The language which can with the greatest ease make the finest and most numerous distinctions of meaning is the best.”

Core Competencies and Learning Outcomes



To demonstrate competency in *Skilled Communication*, students will

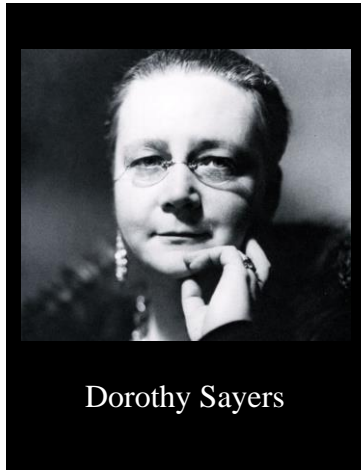
1. Compose written work using the appropriate genre and style for the given context, purpose, and audience.
 - Preparation: *DRAFT Theological Reflection Essay, DRAFT Rhetorical Analysis Essay, Class Critique*
 - Assessment: *REVISED Theological Reflection Essay; REVISED Rhetorical Analysis Essay*
2. Demonstrate effective revision habits in composition and peer review.
 - Preparation: *DRAFT Theological Reflection Essay; Editing for Peers Exercises*
 - Assessment: *REVISED Theological Reflection Essay, Class Critique, REVISED Rhetorical Analysis Essay*
3. Present oral interpretations of Scripture that demonstrate exegetical and vocal preparation.
 - Preparation: *Scripture Reading Exercises, Chapel Reading, Exegetical Research and Interpretation Notes*
 - Assessment: *Thesis Presentation and Parable Reading*
4. Present an integrated and properly supported thesis using verbal and visual communication tools.
 - Preparation: *Class Critique, Presenting a Thesis Lesson*
 - Assessment: *Thesis Presentation and Parable Reading*



To demonstrate competency in *Biblical and Theological Literacy*, students will

5. Identify and interpret the elements of genre in biblical communication.
 - Preparation: *Exegetical Research and Interpretation Notes, DRAFT Rhetorical Analysis Essay, Class Critique*
 - Assessment: *REVISED Rhetorical Analysis Essay*
6. Identify and analyze the rhetorical elements of biblical communication.
 - Preparation: *Exegetical Research and Interpretation Notes, DRAFT Rhetorical Analysis Essay, Class Critique*
 - Assessment: *REVISED Rhetorical Analysis Essay*

Course Work



*“For we let our young men and women go out unarmed . . .
[against] the incessant battery of words, words, words.*

*They do not know what the words mean; they do not know
how to ward them off or blunt their edge
or fling them back;*

*they are prey to words in their emotions instead of being
the masters of them in their intellects.”*

Required Readings

Bellamy, Leanne, ed. *Communication Skills Reading Package*. Saskatoon: Horizon College and Seminary, 2024.

Holland Jr., Richard A., and Benjamin K. Forrest. *Good Arguments: Making Your Case in Writing and Public Speaking*. Grand Rapids: Baker Academic, 2017. ISBN: 9780801097799.

DTL: <https://thedtl.on.worldcat.org/oclc/1001809954>

Ryken, Leland. *How to Read the Bible as Literature . . . and Get More Out of It*. Grand Rapids: Zondervan, 1984. ISBN: 9780310390213.

DTL: <https://thedtl.on.worldcat.org/oclc/11133108>

Required Videos

Bird, Warren, and Max Mclean. “Readings that Unleash the Word.” In *Unleashing the Word: Rediscovering the Public Reading of Scripture*, parts 1-6. Grand Rapids: Zondervan, 2009. DVD.

Eyal, Nir. “Hooked: How to Build Habit-Forming Products.” YouTube Video, 13:00. October 4, 2015. <https://youtu.be/hVDN2mjJpb8>

Peterson, Jordan. “Jordan Peterson | Full Address and Q&A | Oxford Union.” YouTube video, 1:15:49, posted by “Oxford Union,” June 24, 2018. https://youtu.be/UZMIbo_DxJk

Pinker, Steven. “Linguistics, Style, and Writing in the 21st Century.” YouTube Video, 53:40. October 28, 2015. <https://youtu.be/OV5J6BfToSw>

Ronson, Jon. “When Online Shaming Goes Too Far.” Filmed June 2015. TED video, 17.11. https://www.ted.com/talks/jon_ronson_what_happens_when_online_shaming_spirals_out_of_control?utm_campaign=tedspread&utm_medium=referral&utm_source=tedcomshare

Suggested Reading

Baldoni, John. *The Leader's Guide to Speaking with Presence: How to Project Confidence, Conviction, and Authority*. New York: AMACOM, 2014. ISBN: 9780814433799

**While students have the benefit of accessing many of their textbooks online through the [Digital Theological Library](#), they will not have access to the Digital Theological Library upon graduation. Therefore, we encourage students to purchase select textbooks to build their personal library.

Course Assignments and Activities

Term A

1. *Theological Reflection Essay* – 30%

During Term A, you will write a Theological Reflection Essay. To complete the essay, you will follow a three-draft writing process (detailed below). You will submit the essay twice: first, after you have completed drafts 1&2, and then again once you have completed draft 3. You will receive feedback on all three drafts, but you will receive a grade for draft 3 only.

What is a theological reflection essay?

The theological reflection essay is a genre that tells the story of your thinking about an issue, experience, problem, or text that you are trying to understand in light of who God is. It combines propositional thinking (the language of logic and reason) with imaginative thinking (the language of narrative and metaphor) to bring your reader along on your journey of making sense of your topic. A successful theological reflection will be **authentic** (true to you and your personal experience), **relevant** for your reader (true to the shared human experience), and **focused** (one idea should be explored and fully developed by the end).

Your final theological reflection essay (draft 3) must include the following four components: 1) a question that arises from a personal experience; 2) a description of your experience that identifies the crux of your question; 3) an analysis of your experience and question through the lens of Christian tradition, story, and symbolism; 4) an answer to your question that, given what you reveal in steps 2 and 3, explains what the experience has taught you about yourself and about God.

Choosing your experience:

You may interpret “personal experience” to mean any of the following: your development of a belief or system of beliefs, an encounter with an issue you care about, an encounter or relationship with people (in ministry, at church, in school, at home, etc.), a mystical experience of God, an experience with a place (a city, a place in nature, a particular church building, etc.) that resonates with you, an attempt to solve an intellectual problem, a process of trying to understand a text (including multimedia texts), etc.

Nearly any type of experience will work, provided it shows how your understanding of God has changed, developed, or grown in some important way. That change should be something you care deeply about because it has real meaning for your life and walk with God.

If you are not sure how to choose an experience, or you are not sure how to develop an idea into an essay, please come and see you instructor for assistance.

How do I write my essay?

To begin, download the file called *Writing Theology Well* from the Reading Package lesson in Populi and **review the three-draft process** outlined by Lucretia B. Yaghjian. You will follow this process to create three drafts of your essay. Drafts 1 and 2 will be submitted together for feedback, and draft 3 will be submitted later as your final essay.

Draft 1: Get your ideas

To complete draft 1, you will use the techniques of *free-writing* and *draft outlining* to help you stimulate your creativity and figure out what you want to say.

Right-brained people typically prefer to start with free-writing, while left-brained people typically prefer to start with draft-outlining. This assignment is an opportunity for you to experiment and decide which order is better for you.

You must complete both a free-write and a draft outline, but you may do this in whichever order you prefer.

To complete your free-write and your draft outline, **follow Yaghjian's process for "Freewriting or outlining draft #1: Finding out what you want to say."**

Draft 2: Get focused

Once you have written draft 1, you will be ready to begin draft 2. In draft 2, you will clarify your question and your answer and refine your essay's structure into a clear and purposeful narrative that shows the story of your thinking.

To complete your second draft, **follow Yaghjian's process for "Draft #2: Writing That and Only That."** In particular, you should complete each of Yaghjian's four "significant moves toward crafting a coherent essay" (33):

1. Refine your question/topic.
2. Discard unnecessary material.
3. Discern a narrative structure (story pattern) for your essay.
4. Develop your content from draft 1 according to that narrative structure.

Narrative structure is a powerful tool for capturing both the hearts and minds of your audience. To help your essay tell the *story* of your thinking, please **begin with move #3** and discern a narrative structure that will shape your essay.

Narrative structures use familiar patterns that resonate with people around the world. These patterns are powerful because they appeal to our sense of meaning at the deepest levels. Here are some powerful biblical narrative patterns that you could use to create the structure your essay:

The Narrow Escape/Rescue

- Examples: Daniel in the Lion's Den, Peter's Rescue from Prison

The Lost then Found

- Examples: The Prodigal Son, Paul's Conversion

Lay Down Your Life to Find It

- Examples: Abraham's Sacrifice of Isaac

You could also **choose one of the following 8 classic narrative structures** that work well for essays (and for presentations): [Using Story to Shape Your Presentation](#) (this link is also available on Populi's Syllabus page).

Once you have chosen your narrative structure, **develop your material from draft 1 to fit with that structure**. You may find that you change your mind about which structure you want to use as you work on this step, which is just fine. Your goal at this stage is to figure out which narrative structure is best for the ideas you want to communicate, and to refine your topic and discard unnecessary material at the same time.

Draft 2 must show evidence of significant revision and development from draft 1. Essays that do not show significant evidence of revision and development will not be accepted.

Once completed, **drafts 1 and 2 should be submitted together as one assignment**. Please see below for details.

Draft 3: Get polished

To complete draft 3, you will revise and edit your essay with the needs of your audience in mind. You will add or expand essential material, rewrite phrases to make them more impactful or more clear, and edit your piece so that it is free of spelling and grammatical errors.

To complete draft 3, **follow Yaghjian's process for "Draft #3: Writing So That Others Will Want To Read It."** In this draft, you should pay particular attention to filling the gaps between what you have written and what you want your reader to feel and understand while reading your essay.

How do I submit my essay?

All essays should be **submitted as a Word file (no PDFs)** to the appropriate assignment tab in Populi. The title page should include a **creative main title** and a **standardized subtitle** that identifies the assignment name. For example, your essay might be called “The Day I Met God Under the Stairs: A Theological Reflection Essay.” The Day I Met God Under the Stairs is the creative main title that tells your reader what the **subject** of the essay is and **hooks** their interest in reading further. A Theological Reflection Essay is the standardized subtitle that tells your reader what **kind** of a text they are reading and helps your instructor keep track of your work.

Drafts 1&2 must be submitted together in one Word file for formative feedback **before you submit draft 3**. Label each section as “free-write,” “outline,” and “draft 2.” On the first page of draft 1 (not the title page), indicate whether you chose to begin with free-writing or with draft outlining. On the first page of draft 2, describe the narrative structure you have chosen. Remember that draft essays which do not show evidence of significant revision and development will not be accepted.

Draft 3 should be submitted on its own as a single Word file. Final essays will be assessed based on whether or not they demonstrate **evidence of significant and effective revision**, integrate the **four components** (a question, a description, an analysis, and an answer) using both propositional and imaginative language, use a **consistent writing style**, and have a coherent **narrative structure** that supports the story of your thinking about God. See the assignment rubric for further detail.

- To complete this assignment, students will follow these guidelines:
 - **Drafts 1&2:**
 - Stay within the word limit: 1000 – 2000 words (total)
 - Include a working creative title and subtitle.
 - Include all components of drafts 1 and 2, including a 1) free-write, 2) outline, and a 3) draft that refocuses the free-write/outline material.
 - Clearly label each section.
 - Demonstrate significant revision between draft 1 and draft 2.
 - Indicate whether you began with an outline or a free-write.
 - Indicate which narrative structure you have chosen.
 - Submit drafts on time.
 - **Draft 3:**
 - Follow the Horizon Format Guide for formatting and citation.
 - Stay within the word limit: 1000 – 1200 words.
 - Include a creative main title and subtitle.
 - Demonstrate evidence of significant revision and proof-reading between draft 2 and draft 3.
 - Submit essay on time.

- Related learning outcome(s): #1, #2
- Drafts 1&2:
 - **Assignment length:** 1000-2000 words.
 - **Due date:** October 10, 2024.
- Draft 3:
 - **Assignment length:** 1000-1200 words.
 - **Due date:** October 17, 2024.

2. *Scripture Reading Exercises – Formative*

Reading the Word of God in public is a ministry to God’s people that requires careful preparation and practice. On Populi, you will find a lesson titled *Scripture Reading Exercises*. This lesson includes a series of tests and video discussions (on Padlet) to help you practice reading Scripture out loud.

These exercises are formative activities designed to help you practice the skills you will need for your chapel reading and to meet competency when you read Scripture during your presentation in Term B. **Students who do not complete the *Scripture Reading Exercises* by the due date will not be permitted to complete the chapel reading.**

- To complete this assignment, students will follow these guidelines:
 - Work through and submit all tests in the *Scripture Reading Exercises* lesson.
 - Submit answers to all video discussions in the *Scripture Reading Exercises* lesson.
 - Work individually and with a partner to complete all tests and discussions.
 - Complete lesson on time.
- Related learning outcome(s): #3.
- **Assignment length:** N/A.
- **Due date:** Populi Tests and Padlet video discussions: October 3, 2024.

3. *Chapel Reading – Formative*

Each in-class and Zoom student must sign up to read a passage of Scripture during a regular Horizon chapel or at your church or other approved location. You must record your reading and submit the recording to the instructor for feedback. This is a formative assignment designed to prepare you to meet competency when you read Scripture during your presentation in Term B.

Readings will take place in October and November. Horizon chapel readings will be scheduled on the first day of class. Students reading elsewhere must arrange to complete their reading **no later than Saturday, November 30**. The passage you read will likely be selected by someone else (usually that day’s speaker), although you may be asked to select the passage yourself. Students reading at Horizon should speak with Stephanie Christianson (schristianson@horizon.edu) to select a passage; students reading elsewhere should speak with whoever is directing the service they are reading in.

You should **prepare your reading at least one week prior** to reading, and you are expected to demonstrate the exegetical and vocal preparation that will allow you to provide an intelligent and passionate interpretation of the passage for the audience.

Your instructor will provide individual coaching to help you prepare for your reading. When you sign up for your reading, you will also sign up for a time to meet with your instructor and begin to prepare your passage. **Students who do not keep their appointments with the instructor will not be permitted to complete the chapel reading.**

- To complete this assignment, students will follow these guidelines:
 - Complete assignment #2, *Scripture Reading Exercises*.
 - Select a date to read in Chapel at Horizon OR arrange to record a public reading in a church or other approved location.
 - Speak with the service director to select a Scripture passage to read on your chosen date (see instructions below).
 - Arrange to meet with the instructor to practice your reading at least **one week** before your scheduled reading date.
 - Arrive at least 10 minutes before the service and read your passage on time.
 - Provide the instructor with a recording of your reading. You must be easy to see and hear in the recording.
- Related learning outcome(s): #3.
- **Assignment length:** To be determined.
- **Due date:** October 3 - November 30, 2024. Individual dates determined the first day of class.

4. *Crucial Conversations Workshop – Formative*

As part of this course, students are given the opportunity to attend the industry-standard communications workshop, Crucial Conversations. Crucial Conversations teaches effective skills for managing relationships and engaging in dialogue when stakes and emotions are high.

In-person (including live-stream) attendance is required, and student participation will be assessed as pass/fail on that basis. Live-stream links and workshop materials will be provided closer to the conference date.

- To complete this assignment, students will follow these guidelines:
 - Attend the entire workshop in person or via live-stream.
- Conference dates: October 24 and October 25, 2024.

Term B

During term B, you will write a Rhetorical Analysis Essay that interprets and analyzes a biblical parable. You will also read your parable and present your thesis and main arguments from this paper to the class. Much of your work in term A and all of your work in term B is designed to help you complete the various stages of writing and presenting your essay.

5. *Exegetical Research and Interpretation Notes – Formative*

A rhetorical analysis must be grounded in a sound interpretation of the text, or *exegesis*, the skilled and careful task of analyzing what the Bible has to say. The *Exegetical Research and Interpretative Notes* is a formative assignment designed to help you produce a strong first draft of your Rhetorical Analysis Essay. You will not receive a formal assessment of the learning outcomes for this assignment, but students who engage with the assignment will receive feedback and suggestions related to the quality of their research and interpretation. **Quality research and proper exegesis are necessary to meet the learning outcomes for the course.**

How do I create my notes?

On Populi, you will find a lesson titled *Exegetical Research and Interpretive Questions*. This lesson includes a sheet of interpretive and research questions that will guide you through the process of exegesis. **Download a copy** of the questions and **fill in an answer to each question** as you research and analyze your parable. Please **use black font** to type the answers to each question.

When conducting your research, you must **use a mix of sources, including books, commentaries, and journal articles**. On October 17, Richelle will provide the class with a library instruction tutorial to ensure you understand how to find sources for this paper. Please see Richelle in the library if you have further questions about how to find and access sources for this assignment. Your final paper will require a minimum of 5 scholarly (peer reviewed) sources.

What should I include?

Each question should be answered as comprehensibly as possible. Some responses may only require a single sentence, while others may require 4 or 5 lines of text to answer the question well. Answering all questions fully should leave you with a comprehensive set of notes detailing the literary character and historical background of your parable. You may use point form to answer your questions, but make sure to **include sufficient detail, reasoning, and context** to make your notes useful when you sit down to write your essay.

As you fill in your responses, make sure to **record the verse numbers and key words and phrases** from your parable that provide the textual basis for your answer. If your answer is based on secondary source information, make sure to **record the title of the source and the relevant page numbers** for your information.

How do I submit my notes?

Submit a completed copy of your notes (Word.docx) to the appropriate assignment page on Populi. Your instructor will provide feedback on the quality of your research and preparation for completing a successful essay.

Hint: Remember that you must select your parable for the paper as early as September 29, 2023. As you work with your parable in the *Scripture Reading Exercises*, you can also begin adding relevant information to your *Exegetical Research and Interpretation Notes*.

- To complete this assignment, students will follow these guidelines:
 - ALL questions in the *Exegetical Research and Interpretive Notes* file are fully answered. Answers should include sufficient detail, reasoning, and context.
 - Each question is answered individually. Do not delete or combine questions.
 - Record answers in black font.
 - Each question appears to record relevant verse numbers and key words and phrases.
 - Each question appears to record relevant secondary source information (name, title, page number).
 - A completed copy of the *Notes* file is submitted on Populi.
 - Notes are submitted on time.
- Related learning outcome(s): #3, #5, #6.
- **Assignment length:** 2-5 pages.
- **Due date:** November 13, 2024.

6. *DRAFT Rhetorical Analysis Essay – Formative*

What is a rhetorical analysis essay?

A rhetorical analysis explains how and why a text has been composed by analyzing the strategies the author used to achieve his purpose in creating the text. To write a successful rhetorical analysis, you will need to articulate what the author has to say (exegesis/interpretation), why he says it (purpose), who he says it to (audience), and how he achieves certain effects on his audience (strategies and their results).

Who is the author of my parable?

When you analyze a biblical parable, you have two authors to consider: the author of the book (for example, Matthew as the author of the Gospel of Matthew) and the speaker of the parable (for example, Jesus). For the purposes of this paper, you should focus on the speaker of the parable as the author of the parable.

Who is the audience of my parable?

When you consider an author's purpose, you must also consider, among other things, the author's intended audience. For the purposes of this paper, you may consider only the audience in the text (for example, the Pharisees) as the audience for your parable.

How should I write my essay?

Using the data collected in your *Exegetical Research and Interpretation* notes, you should compose an integrated argument that includes

- a definition of the parable genre
- the specific parabolic conventions in your parable (for example, archetypal characters, allegory, etc.).
- A clear and complex thesis
- A clear analysis of who the author is and who his audience is.
- Supporting arguments that explain why specific details in the text justify your interpretation of what the author has to say

- Supporting arguments that explain how the author uses those details and parabolic conventions to achieve his purpose.
- Your draft must include headings that clearly identify the following: your introduction, your thesis statement, your main supporting premises (marked as P1, P2, etc.), and your conclusion. You do not have to keep these headings in your revised paper.

Your essay must be written in **academic style** and include a minimum of **five scholarly (peer-reviewed) sources**. Remember to use a mix of sources to help you find all the information you need for your paper.

How do I submit my essay?

You will **submit a complete and well-developed draft** of your essay to your instructor and a select group of peers (a critique group) prior to the class critique. **Drafts that are not complete or not submitted on time will not be eligible for the critique.**

- To complete this assignment, students will follow these guidelines:
 - Submit a draft neither shorter nor longer than the page limit: 8-10 pages.
 - Submit a well-developed draft that includes ALL key components: title, introduction, conclusion, thesis statement, supporting claims (premises), 5 peer-reviewed sources, citations, and evidence of proofreading.
 - Include the following headings throughout the essay: Introduction, Thesis, Main Premises (P1, P2, P3, etc.), and Conclusion.
 - Follow the Horizon Format Guide for formatting and citation.
 - Include citations and footnotes when paraphrasing, summarizing, or quoting from other sources.
 - Include a bibliography.
 - Submit the draft on time. Extensions cannot be granted for this assignment.
- Related learning outcome(s): #1, #5, #6.
- **Assignment length:** 8-10 pages.
- **Due date:** November 20, 2024.

7. *Class Critique* – 15%

A critique, or “writer’s workshop,” is an opportunity to learn to receive and provide audience feedback, and to examine areas of strength and weakness in your writing. You will use the feedback you receive during the critique to revise your Rhetorical Analysis Essay for final submission. To prepare for the critique, you will read and edit the draft essays you receive from the members of your critique group; after you have read a paper, you will complete the following steps:

Before the Class Critique:

- Follow the steps in the *Edit for Your Peers* lesson on Populi. Once you have completed the steps, you should have approximately **two pages** (double spaced) of written critical comments for each essay. Comments may be in point form but must use **complete sentences**, provide **detailed explanations and examples**, and **correspond clearly to specific examples** in the essay.

- Combine your comments into one Word.doc and **submit a copy** to the Class Critique assignment on Populi. Please **clearly label each set** of comments with the name of the author of the corresponding essay.

During the Class Critique:

- Bring a hard copy of each set of comments and each peer essay to class on **Tuesday, November 26**. You will use these hardcopies to provide feedback to your peers during a “writer’s workshop.” Zoom and VOD students should have digital copies of each paper to be used for reference.
- Discuss each essay in turn, including your own, during the writer’s workshop. Working as a group, your goal will be to expand on the written comments and analyze areas of success and failure in each of the essays.
- Remember to retain an attitude of respect for everyone in your group, receive critical feedback with grace and discernment, and make sure to highlight both strengths and weaknesses in each paper. Draw on the strategies you learned in the Crucial Conversations Workshop to help you communicate well.

Your critique work will be assessed based on the quality of your written comments and your participation in the workshop discussions. **The Class Critique is not eligible for extensions. All students, including VOD students, must attend in person or through Zoom. Students who do not participate in the critique will not meet all of the learning outcomes for the course.**

- To complete this assignment, students will follow these guidelines:
 - Submit a completed copy of your Draft Rhetorical Analysis Essay to your instructor on the members of your critique group **no later than November 20, 2024**.
 - Follow ALL steps in the *Edit for your Peers* lesson to prepare for the critique and compose critique comments (see explanation below).
 - At the start of the critique, provide your peers with 1) a marked-up hard copy of their essays (Zoom and VOD students may submit comments in electronic copies); 2) a 2-page set of critique comments that use complete sentences, detailed explanations, and specific examples.
 - Participate fully and charitably in the critique discussion. The critique must be attended live; Zoom and VOD students may attend via Zoom.
- Related learning outcome(s): #2
- **Assignment length:** 2 pages.
- **Due date:** November 26, 2024.

8. *Thesis Presentation and Parable Reading* – 25%

Once you have received feedback on your DRAFT Rhetorical Analysis Essay, you will begin the process of revising your essay. As part of that process, you will refine your thesis, revise your premises and supporting evidence, and present a coherent and persuasive summary of your paper to the class. A lesson titled *Preparing a Presentation* is available on Populi to assist you with this process.

VOD and Zoom students must prepare a presentation appropriate for the medium (video recording or live stream). Please review the *Preparing a Presentation* lesson for further instructions.

Your thesis presentation must **begin with a reading of your parable**. Your reading should take as long as is required for you to deliver a clear, intelligent, convincing, and passionate reading. The time it takes to read your parable will be **counted as part of your 10 minutes** of presentation time. Your instructor may ask you questions after your presentation, but this will not be counted as part of your 10 minutes.

Thesis **presentations will be timed**. If your presentation is less than 8 minutes or exceeds 10 minutes (including the parable reading), you will need to arrange to re-present your material for the instructor.

Presentations will be assessed based on your ability to use verbal and visual tools to communicate a clear idea (thesis statement) that is supported by organized reasons, evidence, and illustrations. Parable readings will be assessed based on your ability to communicate an oral interpretation of the biblical text using your voice, eyes, facial expressions, and body language.

- To complete this assignment, students will follow these guidelines:
 - The presentation is 8-10 minutes, including the Scripture reading.
 - The presentation begins on time.
 - Arrange and test technological aids in advance, including PowerPoint slides, etc.
 - The presentation includes a reading of the parable, a beginning, middle, and end.
 - The presentation includes an identifiable thesis claim emphasized by use of a refrain.
 - The presentation uses effective visual aids.
- Related learning outcome(s): #3, #4.
- **Assignment length:** 10 minutes.
- **Due date:** December 3, 2024.

9. *REVISED Rhetorical Analysis Essay – 30%*

After your Thesis Presentation, you will revise and submit a final draft of your Rhetorical Analysis Essay. You should base your revisions on the written and verbal feedback you receive from your instructor and your peers during the Class Critique, as well as on the feedback you receive from your instructor after the presentation.

Your Rhetorical Analysis Essay will be assessed based on your adherence to academic style, the quality of your exegesis and rhetorical analysis, and the degree to which you have revised and refined your work. **Students who do not properly exegete their parable or explain how the author uses the parable to achieve a specific purpose will not meet all of the learning outcomes for the course. Essays that do not demonstrate significant and meaningful revisions will not be accepted.**

- To complete this assignment, students will follow these guidelines:
 - The essay is neither shorter than nor longer than the page limit: 8-10 pages.
 - The essay is submitted on time.
 - The essay follows the Horizon Format Guide for formatting and citation.
 - The essay includes citations and footnotes when paraphrasing, summarizing, or quoting from other sources.
 - The essay includes a bibliography and at least 5 peer-reviewed sources.
 - The essay includes a creative main title and an information subtitle.
 - The essay demonstrates evidence of *significant* revision and full proofreading based on peer and instructor feedback.
- Related learning outcome(s): #1, #2, #5, #6.
- **Assignment length:** 8-10 pages.
- **Due date:** December 12, 2024.

Video-on-Demand (VOD) Student Requirements

As indicated on the course schedule, this class is being offered by VOD. Students taking the course primarily through VOD are required to indicate this during their course registration. While VOD recordings are available for any student who may be absent from class, non-VOD students are expected to attend class live following the class attendance policy.

- For this course, VOD students have some special assignment requirements:
 - Scripture Reading Exercises: Please find a partner in your community to complete these with you.
 - Padlet Video Discussions: Please find a partner in your community to complete the group work with you; Discussion Videos DUE Thursday, October 3, 2024.
 - Chapel Reading: VOD students must arrange an opportunity to read Scripture in their home community and submit a quality recording to the instructor. Readings should be completed no later than November 30, 2024. To create a high-quality recording, make sure the sound is clear, that you are lit from the front rather than behind, and that the camera faces you directly rather than from the side.
 - **Please note: VOD students are required to engage live in the Crucial Conversations Workshop (October 24-25) and the Class Critique (November 26) at the same time as in-class students.**
- By Saturday at 11:59pm each week, VOD students are required to watch and engage with all lecture content and in-class activities from the previous week's classes.
- VOD students will submit a Padlet video report using the **VOD Class Discussion Board** in Populi. The report should be brief (approximately 3:00 minutes) and should 1) affirm you have watched the required recording for the last seven days, 2) summarize one thing you learned that week that will help you reach the course learning outcomes, 3) explain at least one question you had after watching the class recording.
- In order to pass the course, VOD students must submit all of their VOD weekly submissions. These submissions are marked pass/fail based on whether or not they demonstrate thoughtful engagement with the lecture content and in-class activities.

Estimated Time Investment (individual time investments may vary)

Readings	12 hrs	N/A	Assignment Weighting
Classroom time	31.5 hrs	N/A	
1. Theology Reflection	10 hrs	Oct. 10/17	30%
2. Scripture Reading Exercises	3 hrs	Oct. 3	N/A
3. Chapel Reading	2 hrs	TBA	N/A
4. Exegetical Notes	7 hrs	Nov. 13	N/A
5. DRAFT Rhetorical Analysis	10 hrs	Nov. 20	N/A
6. Critique	4 hrs	Nov. 26	15%
7. Thesis Presentation & Parable Reading	10 hrs	Dec. 3	25%
8. REVISED Rhetorical Analysis	10 hrs	Dec. 12	30%
Total =	100 hrs		

Assessment Rubrics

Assignment rubrics can be found on Populi. Click on the name of the assignment to access each rubric.

Course Outline

Unit 1	What <i>is</i> communication, anyway?	Reading, Videos, and Assignments *Readings and videos must be completed before class on the assigned due date.
Sept. 17	Introduction Syllabus Overview and Study Calendars Why Does Communication Matter?	Ryken, Chapter 1-2
Sept. 24	Who, What, Where, How, and Why? Organizing the World	Ryken, Chapter 3-4 Video: Readings that Unleash the Word
Unit 2	Imaginative Communication	
Oct. 1	Imaginative and Propositional Communication Genre Analysis: Theological Reflection Essays	Holland and Forrest, "Introduction"; Chapter 1 Reading Package: <i>Section 1: Theological Reflection: Example Essays</i> Reading Package: <i>Section 2 ALL: Reason, Imagination, and the Process of Theological Reflection</i>
Oct. 3		Scripture Reading Exercises and Padlet Video Discussion DUE
Oct. 8	Composing Imaginative Language Genre Analysis and Interpretation: Parable	Holland and Forrest: Chapters 2-3 Ryken: Chapter 8
Oct. 10		DRAFT Theological Reflection Essay DUE
Oct. 15	Introduction to Rhetorical Analysis	

Oct. 17		Theological Reflection Essay DUE
Oct. 22	Library Instruction (half class)	Reading Package: <i>Section 3: "Exegesis"</i>
Oct. 24	CRUCIAL CONVERSATIONS	Crucial Conversations Pre-Reading (sent via email)
Oct. 25	CRUCIAL CONVERSATIONS	
Unit 3	Propositional Communication	
Nov. 12	Rhetorical Analysis of a Parable	Holland and Forrest: Chapter 5-9 Reading Package: <i>Section 4: Rhetorical Analysis Example Essays</i>
Nov. 13		Exegetical Research and Interpretation Notes DUE
Nov. 19	Discerning Arguments Composing Propositional Language	Reading Package: <i>Section 3 ALL: Logic, Exegesis, and Propositional Communication</i> Reading Package: "Pinning Down Argument Structure" Reading Package: "Looking at Language" Video: Jordan Peterson Full Address and Q&A Oxford Union (51:45-1:04:17) Video: Linguistics, Style, and Writing in the 21 st Century
Unit 4	Communication in Context	
Nov. 20		DRAFT Rhetorical Analysis DUE
Nov. 26	Class Critique Oral Communication	Critical Feedback Comments DUE Video: When Online Shaming Goes Too Far Video: Hooked: How to Build Habit-Forming Products Video: Mr. Rogers and the Power of Persuasion Reading Package: "Liberty for All" Video: 110 Techniques of Communication and Public Speaking
Dec. 3	Student Presentations Rhetorical Situation: The Professional World	Presentation DUE

Dec. 10	Rhetorical Situation: Social Media Final Questions Conclusion – key take-aways Course Evaluation	
Dec. 12		REVISED Rhetorical Analysis DUE

- First submissions of assignments will not be accepted after December 13, 2024.
- Revision week: December 16-20, 2024.
- No resubmission of assignments will be accepted after December 20, 2024.

Academic Policies

General Assignment Guidelines

Please see the [MCS-Horizon](#) Format Guide for assignment submission, grammar, and formatting guidelines.

Late Assignments and Extensions

Students are expected to submit work by the assigned due dates, as part of their development of the Leadership and Administration competency. To submit extension requests, students must submit the *Assignment Extension Request Form* on Populi and *before the due date*. Professors may grant extensions in the case of extenuating circumstances, such as significant illness or a family emergency. Furthermore, no extensions will be granted beyond the final day of a term or semester unless approval is granted by the Associate Academic Dean (MCS) or Assistant Academic Dean (Horizon).

Late submissions will be tracked across each student's program. If a student incurs multiple instances of late submissions, it will result in academic discipline, such as required tutoring, academic probation, failure of the course, or failure to qualify for graduation. Similar to standard human resource employment practices, students will receive warnings and conditions with increasing severity of academic discipline. If one assignment is submitted more than five days late, the student will fail the course.

Assignment Completion

Professors usually will not accept assignments that have not been completed according to the instructions given in the syllabus. If a professor informs a student that a submitted assignment is incomplete, the student will be given the opportunity to complete and resubmit the assignment quickly. If this is not possible, the assignment will be regarded as submitted late.

Assignment Revisions

Students can generally submit up to two revisions for each assignment, although a professor may accept more revisions if the professor determines the student is addressing all of the professor's instructions and making significant progress toward achieving competency.

MCS-Horizon College Assessment of Student Work

The goal of courses is to help students develop their competency, not earn letter grades. Assignments are the means by which instructors evaluate development of competency by assessing learning outcomes as outlined in the syllabus and each assignment rubric. Once a student's assignment has met all competency requirements, the professor will assign a grade for that assignment. Likewise, a final course grade is not calculated until the end of the course. Students pass a course (with a B- or higher) only after they have demonstrated that they have *met or exceeded all competency requirements* for that course and, therefore, only after they have passed all assignments.

MCS-Horizon CBE Scale		Descriptor	Letter Grade	Grade Point	U of S Equivalency
E	Exceeding expectations	Student demonstrated exceptional achievement of the learning outcomes.	A+	4.0	90-100
			A	4.0	85-89
			A-	3.7	80-84
M	Meeting expectations	Student demonstrated good achievement of all learning outcomes.	B+	3.3	77-79
			B	3.0	73-76
			B-	2.7	70-72

If the student does not meet all competency requirements in a course and, therefore, does not pass all the assignments in a course, the course will not be sufficient to fulfill their program requirements at MCS-Horizon. Nevertheless, for transferability purposes, the student will receive a letter grade of C+ or below according to the scale below.

BTM	Beginning to meet expectations	Student was beginning to meet one or more learning outcomes.	C+	2.3	67-69
			C	2.0	63-66
			C-	1.7	60-62
NYM	Not yet meeting expectations	Student made insufficient progress toward meeting learning outcomes.	D+	1.3	57-59
			D	1.0	53-56
			D-	0.7	50-52
			F	0.0	0-49

Academic Integrity

Students learn best when practicing academic integrity. A lack of integrity is displayed in acts such as deception, abuse of confidentiality, cheating, inappropriate collaboration, or plagiarism. Plagiarism occurs when a student presents the words or ideas of another person or an artificial intelligence (AI) tool in such a way as to give others the impression that it is their own words or ideas. In academic writing, there should be no doubt which words or ideas are the student's and which are drawn from other sources or AI. Students are expected to submit their own original work and give due recognition to sources from which all substantial phrases, sentences or even ideas are drawn. Note also that you may not submit work done in one course to satisfy the requirements of another course (unless both instructors agree beforehand to accept such work). See [here](#) for examples of plagiarism and further guidelines in the Student Handbook.

Accessible Learning Services Information

MCS-Horizon aims to provide an accessible learning environment for all our students. If you would benefit from learning accommodations due to temporary or ongoing physical or mental health conditions or learning disabilities, please contact us as soon as possible to schedule a conversation. In all cases we ask that you provide current documentation of the disability or condition you wish to disclose. MCS-Horizon takes appropriate care to ensure confidentiality about any such disclosures. For more information, contact Wendy Holmes, MCS's Director of Academic Success (wendy.holmes@mcs.edu), or Richelle Bekkattla, Horizon's Library Technician and Academic Accommodations Coordinator (library@horizon.edu).

Class Attendance

Students should attend all classes in order to facilitate competency development. Students are expected to be present through the delivery method that they registered for, either on campus or through livestreaming with their camera on. A student must be present for the full duration of a class period in order to be registered as present for the class. In the case of illness or other unforeseen circumstances, students may miss the equivalent of six hours of class (e.g., one day of a module course or two three-hours classes) without academic penalty. Students who are absent for more than this will automatically fail the course. Students wishing to be exempted from this policy due to extenuating circumstances may make an academic appeal, where they will need to document and verify those circumstances. Students who miss a class are responsible to get missed notes or handouts from another student, rather than from the professor.

Livestreaming Etiquette

Students taking the course through livestreaming are required to indicate this during their course registration. While livestreaming access is available for on-campus students who are unable to attend class due to illness, on-campus students are expected to attend class in person following the class attendance policy.

If attending class online via livestream, in order to be marked present for class, you must keep your camera on and stay present and attentive throughout the class session, extending the gift of engagement. Access your class with a computer (preferably) or tablet, not a cell phone. Arrive to class on time, and dress as you would if you were attending class on campus. Join the class from a quiet space with minimal background noise and mute your microphone until you wish to speak to the class.

Use of Technology

MCS-Horizon encourages the use of electronic devices in the classroom to enhance learning. Careful consideration must be given to privacy issues, copyrighted materials, and the general care and concern for others. Please respect the following classroom policies:

- Please use online access for course learning only. This is a matter of respect for the instructor's teaching, your own learning, and fellow students who may be distracted by other uses.
- Students should secure permission from the instructor to record any teaching material. This includes PowerPoint slides, white board illustrations, notes, and any form of audio or video.

- Student feedback is a valuable input for course improvements. Please resolve any classroom grievance about the instructor or course with the instructor personally, through the grievance procedures, or the Populi-based course evaluations. It is inappropriate to air classroom grievances on a social media platform.
- When instructors use recording mechanisms in the classroom, recorded materials will be used for the sole purpose of instruction and cannot be released to any social media outlet without the written consent of the students whose images have been recorded.
- In general, it is not acceptable to share photographs or videos of students in the classroom setting without permission from those whose images appear in such media.

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