

SYLLABUS



TAYLOR
SEMINARY

To develop Christ-minded leaders who make a difference in the world.

ED 300 - READY FOR SEMINARY SUCCESS? THERE'S HELP IN THIS COURSE!

Fall, 2018

INSTRUCTOR: Rev. Joel David, B.Com., M.Th. *Email:* joel.david@taylor-edu.ca

SCHEDULE: Online via Moodle

CREDITS: Non-credit, Mandatory for incoming students

DESCRIPTION: The primary purpose of this online course is to enable all incoming students to gauge their readiness for academic success in their studies at Taylor Seminary. This online course will enable incoming students to acquire and demonstrate the basic concepts and baseline skills that will contribute to their academic success in seminary.

The course will be presented as a series of five modules in Moodle. The five modules will be preceded by a Zoom meeting to orient the students to the course. Each module will have lessons on the basic concepts and examples or illustrations of the concepts and skills covered.

TEXTBOOK(S):

Required:

Turabian, Kate L. *A Manual for Writers of Research Papers, Theses, and Dissertations: Chicago Style for Students and Researchers*. Edited by Wayne C. Booth, Gregory G. Colomb, Joseph M. Williams, Joseph Bizup, William T. FitzGerald, and The University of Chicago Press Editorial Staff. 9th ed. Chicago; London: University of Chicago Press, 2018.

The following text is not required for the course but will provide ongoing help throughout your seminary studies and is highly recommended as a worthy investment.

Yaghjian, Lucretia B., *Writing Theology Well: A Rhetoric for Theological and Biblical Writers*, 2nd ed. New York: Bloomsbury T & T Clark, 2015.

The student should also have a copy of the *Guide for Research and Writing (SBL style)*. This is available online on the seminary website, as well on the Moodle site for the course.

COURSE OUTLINE AND REQUIREMENTS:

Orientation Meeting (on Zoom):

The orientation meeting will be held via Zoom (instructions will be provided on Moodle site for the course). Students must attend the Zoom meeting before beginning work on the modules.

The orientation meeting will provide you an opportunity to meet the instructor, get an overview of the five modules of the course, and get an opportunity to share your vision for your own personal academic success and the ministry directions you are trying to equip yourself to succeed in.

1. Basic Academic Skills:

- a. Time Management
 - i. *Assignment:* Using the online assignment calculator, outline the series of steps and calculate the time you would need to finish a given assignment.
 - ii. *Assignment:* Develop a semester long calendar on which you plot all the tasks (& time-lines) that you need to accomplish for all the courses you are enrolled in for the current semester. (If you are not enrolled in at least two courses for the current semester, use any three courses offered in the current semester for the purposes of this exercise.)
- b. Reading for Comprehension
 - i. *Assignment:* Answer multiple-choice and/or short answer questions after reading 3 – 5 passages. This assignment will assess reading comprehension of typical theological studies text-book style passages.
 - ii. *Assignment:* Write a summary outline of a text-book chapter.
- c. Notetaking
 - i. Cornell note taking system:
Assignment: Using the Cornell note taking template, take notes for two lectures (lectures can be in class or online).
 - ii. Concept / Mind Map
Assignment: Using Cmap Cloud (create a free account at <https://cmapcloud.ihmc.us/>) or any other mind map software of your choice, create a concept / mind map for one of the above lectures and another concept / mind map for a theological topic of your choice.

2. Research Process 1

- a. From topic to research question and provisional / working thesis
 - i. *Assignment:* Identify the research question and/or thesis statement for the three provided articles; restate these in your own words.
 - ii. *Assignment:* Draft a research question and a provisional thesis statement for each of your choice of two topics (from the list of topics provided).
- b. Searching and Citing Sources: search strategies; keywords-based research question / thesis focussed search; citations (footnotes and bibliographic entries according to the Taylor Seminary style guide/SBL 2nd ed.) and building a working bibliography
 - i. *Assignment:* Using keywords from the research question / thesis statement you developed in the previous assignment, search for and list at least ten relevant sources. Use Google Scholar, EBSCO database, NEOS library catalogue to find sources.
 - ii. *Assignment:* Prepare footnote and bibliographic entries according to the Taylor Seminary style guide for the provided list of sources.

3. Research Process 2

- a. Reading for research
 - i. *Assignment:* Identify the thesis statement, methodology employed, claims made, arguments advanced, evidence provided, findings or conclusion arrived at for two journal articles (choose from a list of journal articles).
 - ii. *Assignment:* Using the research notes template, write sample research notes for at least three sources.
- b. Working towards a provisional outline; writing the first draft
 - i. *Assignment:* Develop an outline template for a typical theological essay.
 - ii. *Assignment:* Write a paragraph in response to each of the following prompts: a process paragraph for any spiritual life or ministry process; a definition paragraph; a narrative paragraph; an illustrative paragraph; and an analysis paragraph.
 - iii. *Assignment:* Write a summary and/or paraphrase as indicated for the given passages.

4. Research Process 3

- a. Review & Revise; Reorganize and Rewrite. Edit for style and clarity.
- b. Citation, formatting, and plagiarism.
 - i. *Assignment:* Prepare a template for a research paper using the Taylor Seminary style guide complete with Title page, Table of Contents page, Bibliography. (Use dummy text for the body of the paper.)
- c. Zotero – a free, open source citation and bibliographic management software
 - i. Online tutorials for Zotero
 - ii. Use Zotero to store and organize sources; cite sources and prepare bibliography.

5. Discipline-Specific Writing Strategies

This module will give guidance on writing various types of assignments, and help the student understand and apply differences in disciplines and methods in their research and writing.

- a. Book reviews
- b. Theological reflection
- c. Literature review
- d. Biblical exegesis
- e. Theological essay
- f. Historical essay

EVALUATION:

Assessment will be through short skill demonstration assignments. Each assignment will be assessed as a pass (meaning that the student has demonstrated basic understanding and/or skill) or as needing remedial work. The assessment report for each student will list the concepts / skills needing remedial work. The assessment report will be made available to the Faculty Advisor who then would assist the student in developing a plan of action for the remedial work needed. The Academic Skills Facilitator will be available as a resource to assist in the process.

ATTENDANCE POLICY: Except for the online orientation meeting there are no other in-person or online sessions to attend. Students, however, are expected to maintain the stipulated schedule for the study of various modules and submission of the required assignments.

GENERAL INFORMATION:

1. MOODLE

Taylor Seminary's Moodle is located on a shared platform with our partner seminary, Sioux Falls Seminary. Bookmark this site on your computer for easy, regular access: <https://moodle.sfseminary.edu>

Moodle log-in is the first initial of your first name and your last name - all in lowercase, with no spaces. For example, if your name is John Calvin, you would log-in as jcalvin

The default enrolment key is the course code (all in lowercase, with no spaces). The course code consists of the course prefix followed by the course number.

For example, Old Testament Introduction's key is: ot417

If you are having trouble logging into Moodle or self-enrolling, please email teresa.seibel@taylor-edu.ca

2. COURSE WRITING

Formatting

All studies and papers should be typed and formatted according to the Society of Biblical Literature writing style as outlined in the Seminary's *Guidelines for Research Writing in Religion & Theology (SBL)*. For the full stylesheet, please refer to Patrick H. Alexander, et al., ed., *The SBL Handbook of Style: For Biblical Studies and Related Disciplines* (Atlanta: SBL Press, 2014) which is in Reading Room.

Research Language.

You should employ acceptable research language for your paper which is not too informal yet reads inclusively. Avoid the use of gender specific language (e.g., Do not refer to "man" generically or to "mankind," "men," "he"; rather use "humankind," "humanity," "person," etc.)

Plagiarism.

Academic honesty and integrity is essential to the academic enterprise and the Seminary community. All written work submitted *must* be your own. *Guidelines for Research Writing* defines plagiarism as the failure to give credit where credit is due: "To plagiarize is to give the impression that you have written something original which in fact you have borrowed from another without acknowledging that other person's work" (*Guide for Research and Writing*, 2016, p. 11-13). If you borrow ideas or distinctive phrases, or include direct quotations in your written assignments, you must acknowledge your source(s) properly by in-text citation or footnote. It is also wrong to copy another person's work or to submit an assignment previously handed in for credit in another course. **Students guilty of plagiarism may receive a grade of zero for the assignment and may be brought to the attention of the Seminary's Academic Committee.**

3. COURSE WITHDRAWAL POLICY

After the period for which tuition refunds are available, a "W" will be placed on the transcript of a student who withdraws from any course. Beyond those dates, an "F" will be recorded on the student's transcript.

BIBLIOGRAPHY:

- Badke, William. *Research Strategies: Finding Your Way Through the Information Fog*. 5th ed. Bloomington, Ind: iUniverse, 2014.
- Booth, Wayne C., Gregory G. Colomb, Joseph M. Williams, Joseph Bizup, and William T. FitzGerald. *The Craft of Research*. 4th ed. Chicago: University of Chicago Press, 2016.
- Gorman, Michael J. *Elements of Biblical Exegesis: A Basic Guide for Students and Ministers*. Rev. and expanded ed. Peabody, Mass.: Hendrickson Publishers, 2009.
- Graff, Gerald, and Cathy Birkenstein. *They Say/I Say: The Moves That Matter in Academic Writing*. 3rd ed. New York: W W Norton & Co Inc, 2014.
- Kibbe, Michael. *From Topic to Thesis*. Downers Grove, Illinois: IVP ACADEMIC, 2016.
- Turabian, Kate L. *A Manual for Writers of Research Papers, Theses, and Dissertations: Chicago Style for Students and Researchers*. Edited by Wayne C. Booth, Gregory G. Colomb, Joseph M. Williams, Joseph Bizup, William T. FitzGerald, and The University of Chicago Press Editorial Staff. 9th ed. Chicago; London: University of Chicago Press, 2018.
- Vyhmeister, Nancy Jean, and Terry Dwain Robertson. *Quality Research Papers: For Students of Religion and Theology*. 3rd ed. Grand Rapids, Michigan: Zondervan, 2014.
- Williams, Joseph M., and Joseph Bizup. *Style: Lessons in Clarity and Grace*. 12th ed. Boston: Pearson, 2016.
- Yaghjian, Lucretia B. *Writing Theology Well: A Rhetoric for Theological and Biblical Writers*. 2nd edition. New York: Bloomsbury T&T Clark, 2015.