Bible and Theology Department
“Shaping Servant-Leaders”

RES 531 01: Theological Research & Writing
Spring 2020

Faculty Information
Professor: Dr. Meghan Musy
Email: musym@evangel.edu
Phone: 417-865-2815

Course Information
Credit hours: 3
Course dates: January 4–April 24
Meeting times:
   Monday, Jan. 4, 8:00 a.m.–6:00 p.m.
   Tuesday, Jan. 5, 8:00 a.m.–6:00 p.m.
   Wednesday, Jan. 6, 8:00–11:00 a.m.
Location: AGTS 227 and Online (Course Commons)

Required Texts


Evangel University Mission Statement
Evangel University is a comprehensive Christian university committed to excellence in educating and equipping students to become Spirit-empowered servants of God who impact the Church and society globally.

Assemblies of God Theological Seminary Mission Statement
AGTS shapes servant leaders with knowledge, skill and passion to revitalize the church and evangelize the world in the power of the Spirit.

Catalog Description
A course designed to enable the student to conduct meaningful theological research and to report the findings in a clear written format. Exegetical, survey, historical, and descriptive methods will be examined carefully. The form and structure of critiques, research papers, book reviews, journal articles, research proposals, and theses will be studied. Course assignments allow the student to apply the principles and methods learned, receiving constructive evaluation throughout the process.

Course Prerequisites
There are no prerequisites.

Course Purpose
This course will introduce students to processing and engaging with academic material and to writing academic papers at the master’s level for AGTS and beyond.

Learning Outcomes

<table>
<thead>
<tr>
<th>Upon completion of this course, the student will be able to:</th>
<th>PLO</th>
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<tbody>
<tr>
<td>1. Understand the nature and components of academic research and writing.</td>
<td>ThM 2, MDiv 4</td>
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<tr>
<td>2. Analyze logical argumentation in theological writing.</td>
<td>MATS 7; ThM 2; MDiv 4, 8; MLM 2; MAIS 2</td>
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<td>3. Demonstrate the ability to conduct theological research.</td>
<td>MATS 4; ThM 2; MDiv 4, 8; MLM 2; MAIS 2</td>
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<td>4. Write papers according to the AGTS style guidelines.</td>
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<td>5. Articulate how the roles of researcher and scholar can be expressions of Christian identity and worship.</td>
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Course Format
Classroom instruction will include lecture, discussion, in-class group work and make use of classroom technology, such as PowerPoint presentations, videos, and online resources. Methods of evaluation include worksheets, a scaffolded research project, and book and journal article reviews. Students are encouraged to bring laptops or tablets to class.
Course Schedule
This is a tentative course outline. The course schedule may be changed at the discretion of the course instructor. Notice of changes will be made in class and/or through Course Commons announcements.

All assignments are due by 11:59 p.m. CST on the date indicated. All due dates are Tuesdays, expect for those with asterisks (which are Fridays).

<table>
<thead>
<tr>
<th>Date</th>
<th>Assignments</th>
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<tbody>
<tr>
<td>January 10*</td>
<td>Journal Article Review</td>
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<tr>
<td>January 21</td>
<td>Draft Resource List</td>
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<tr>
<td>February 4</td>
<td>Book Review</td>
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<tr>
<td>February 7*</td>
<td>Research Topic Proposal</td>
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<td>February 25</td>
<td>Annotated Bibliography</td>
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<tr>
<td>March 3</td>
<td>Paper Outline</td>
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<tr>
<td>March 24</td>
<td>Research Paper Rough Draft</td>
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<tr>
<td>March 31</td>
<td>Peer Review</td>
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<tr>
<td>April 7</td>
<td>Research Paper (Final)</td>
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<tr>
<td>April 14</td>
<td>Presentation</td>
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</tbody>
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Course Policies & Requirements

Preparation
In order to succeed in this class, students should arrange to have regular access to a computer, the internet, Evangel email and Course Commons. This class will use Course Commons for all course communication, interaction, content, announcements, collaboration and assignments.

- With online classes, professors can teach and facilitate the course from anywhere in the world and often do. It is not uncommon for professors to be traveling during a semester. However, they are still responsible to be in regular contact with the students and involved with the course. They meet their responsibilities by planning ahead and troubleshooting, finding places and time during their trips to access internet and focus on the class.

- Most students have family, job, church, or other school responsibilities while they are enrolled in this course. Successful students will plan ahead and make time to focus on this class. In the past, most students who have had to be away at certain points have worked ahead so that their assignments are on time and have kept in touch through internet cafes and Wi-Fi hotspots while on the road. This is key for participation and completion of required elements. If you do plan on being away at some point, you should look ahead in the course modules and see what we are doing that week. If you work ahead and have things ready to go, you can complete items early or be prepared to post when you get a few minutes of internet access. If you are traveling, remember to pack your book!
Participation
Students will be expected to regularly contribute to the class, collaborate with one another, and to “learn by doing.”

- **Students must log on regularly to work through online materials, complete/submit assignments, and participate in class discussion.** Your active participation in the course comprises your attendance for that week. If you don’t log in and actively participate during the week, you will be reported as absent. **Students who are inactive for 2 weeks of the course will be reported as non-attending in the course.**

- **Each student is invited to pose relevant questions and/or comments,** either through our discussion forums or directly to the professor via email.

- **Students are expected to show respect to the professor and to each other.** Because a significant amount of interaction will be through text rather than face-to-face, please be sure that what you write is gracious, encouraging, and clear. The professor will be moderating all the course interaction and will be available should you have any questions or concerns.

Attendance
A student is only allowed to be absent up to 2 weeks of classes a semester (or 1 day of a module). It is presupposed that any such absence would be due to extenuating circumstances. However, except for a serious medical emergency, if more than allowed absences take place, it is an automatic withdrawal for that class. If a student is more than 15 minutes tardy for a class, it will be counted as an absence.

Assignments
Detailed instructions for each assignment will be provided on Course Commons.

1. Journal Article Review (5%)
2. Draft Resource List (10%)
3. Book Review (10%)
4. Research Project (65%)
   a. Annotated Bibliography (15%)
   b. Paper Outline (5%)
   c. Rough Draft (5%)
   d. Research Paper (35%)
   e. Presentation (5%)
5. Peer Review (10%)

Writing Style Guide
All formal papers (unless otherwise specified by the instructor) are to be formatted according to the AGTS Writing Style Guide.

Communication
Good communication is essential to success in college and beyond. If you know that you won’t be able to access the course for more than 3 days, please communicate with me in advance.

If you have a question, comment or suggestion, feel free to contact me. You may contact me by phone, email, or through Course Commons. I will respond to emails/messages within 24 hours. I expect students to stay on top of communication that I send to them. Please be sure to set up your notifications so that you are daily connected to what’s happening in our class.
Assessment
The grading rubrics for major assignments will be available with the assignment instructions.

Grading Policy

<table>
<thead>
<tr>
<th>Assignment Group</th>
<th>Weight</th>
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<tbody>
<tr>
<td>Journal Article Review</td>
<td>5%</td>
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<tr>
<td>Draft Resource List</td>
<td>10%</td>
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<tr>
<td>Book Review</td>
<td>10%</td>
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<td>15%</td>
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<tr>
<td>Paper Outline</td>
<td>5%</td>
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<tr>
<td>Rough Draft</td>
<td>5%</td>
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<tr>
<td>Research Paper</td>
<td>35%</td>
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<tr>
<td>Presentation</td>
<td>5%</td>
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<tr>
<td>Peer Review</td>
<td>10%</td>
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<tr>
<td><strong>Total:</strong></td>
<td>100%</td>
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Late/Missed Assignment Policy
All assignments are due at the dates and times specified. Late assignments can be submitted 48 hours late for a deduction of 2% per day. No assignments will be accepted for any credit after being more than 48 hours late, unless prior arrangements have been made.

- Please be proactive in your assignment preparation and submission!
- If there are any difficulties in submitting an assignment, please email me immediately!
- Difficulties with an assignment? Contact me before the due date!

Missed quizzes/assignments may be made up at the discretion of the professor. If you know you will be unavailable to submit a quiz/assignment before the due date, please make arrangements for an alternative time. If a quiz/assignment is missed, the student has 48 hours to contact the professor for a possible make-up time.

Grading Scale
Grades will be based on the number of points accumulated by completing assignments, projects, and quizzes. The following grading scale applies:

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<tr>
<th>Grade Access</th>
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<td>A</td>
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Please pay attention to notifications of graded items and recent feedback. I expect students to review and learn from the feedback that I provide on their assignments.
The Temporary Grade of Incomplete
An “I” (Incomplete) applies to work of acceptable quality when one or more required assignments are not completed because of illness, accident, death in the family, or other satisfactory reason. The request for an Incomplete should be student-initiated. The Incomplete (I) Grade Request Form may be obtained from your administrative assistant in your department.

Specific Data
Academic Integrity
As participants in a Christian university, members of the broader academic community, and active professionals, it is incumbent upon every member of the Evangel community to employ and encourage integrity in all our academic and professional pursuits. Any and every instance of academic dishonesty compromises the mission of Evangel University and violates the standards we hold as people of Christ and practitioners within our professional fields. Students are expected to understand and avoid all forms of academic dishonesty, which includes falsification, cheating, collusion, and plagiarism.

As members of the Evangel community, students share the responsibility to deter and report academic dishonesty. Should a student become aware of a violation of academic integrity, he or she is encouraged to report the incident to a faculty member or department chairperson.

It is the responsibility of the faculty to address any and all acts of academic dishonesty. Sanctions for violations of academic dishonesty can include but are not limited to a failing grade on an assignment, a failing grade for the course, suspension from school, or expulsion from the university. Evangel’s policy on academic integrity, as published in the Student Handbook, appears in the section IX. University Policies: Academic Integrity.

Accommodation Statement
Evangel University is committed to equal educational opportunities for students with disabilities in accordance with Section 504 of the Rehabilitation Act of 1973 and the American with Disabilities Act as amended (ADA). Academic Support, a division of the Center for Student Success, is the office designated by Evangel University to review disability documentation, determine reasonable accommodations, and develop plans for the provision of such accommodations.

If you have already established accommodations through Academic Support and receive accommodation memos, please meet with me to discuss the provisions of those accommodations as soon as possible (accommodations are not retroactive). If you have not yet established accommodations, but have a disability or health condition (permanent or temporary) that may have some impact on your work in this class and for which you may require accommodations, you are welcome to contact Academic Support staff in the Center for Student Success (ZM-208; 417-865-2815 x.8215) so that accommodations can be arranged. See the Disability and Academic Accommodations Handbook for further information on the accommodations process.

Inclusive Language
The Assemblies of God Theological Seminary employs inclusive language for human beings in both verbal and written communication. This commitment to equality and community is rooted in the biblical revelation of God’s will to form one united people, including men and women from every nation, people, tongue, and tribe (Rev 7:7-9). In regard to biblical texts, the integrity of the original expressions and the names of God should be respected. Students must use inclusive language in all assignments.
Electronic Devices in the Classroom
It is expected that electronic devices will be used during class to support the students’ learning. Any use of technology that substantially degrades the learning environment or promotes dishonesty or illegal activities is prohibited.

Cell phones should only be used for academic purposes during class. It is not permissible to answer cell phones or engage in text messaging while class is in session. Should an emergency situation arise that requires you to use your cell phone, please make the professor aware of the circumstances.

University Resources
Evangel University Libraries
Klaude Kendrick Library’s physical holdings currently includes approximately 120,000 bound volumes, 3,100 media in various formats, and number of periodical subscriptions to key titles in relevant fields of study. The facility includes a computer center, equipped with 13 computers, multiple laser printers, and a copy machine/scanner/printer, providing access to productivity software, library resources and the Internet. The library also provides access to a wireless network throughout the facility.

The Cordas C. Burnett Library is the major information resource center of AGTS. Its physical holdings currently includes 127,726 bound volumes, 5,561 media in various formats, and number of periodical subscriptions to key titles in relevant fields of study.

To access the library catalogs and resources online, visit Evangel University Libraries. Evangel’s libraries include computer centers, equipped with computers and a copy machine/scanner/color printer, providing access to productivity software, library resources, and the Internet. The libraries also provides access to a wireless network throughout the facility.

The Write Place
The Write Place is a free service available to all Evangel students. The tutors in The Write Place offer tutoring and support to help each student through the writing process. Although The Write Place is not an editing service, the tutors do teach correct grammar and punctuation, which then may be applied to the student's paper. Students must engage tutors directly and take an active role in the correction process. The Write Place is available to online students. For more information or to set up an appointment, see The Write Place Online.

The Center for Student Success
The Center for Student Success is also available to all Evangel student. The Center for Student Success provides tutoring, coaching and academic support. The Center for Student Success is located in Zimmerman Hall 208. The Center for Student Success is available to online students. For more information or to set up an appointment, see The Center for Student Success.

Course Commons
This course will use Course Commons, Evangel’s learning management system. There are links to Course Commons in the Student Portal and the Evangel website. The login page for Course Commons is https://courses.evangel.edu.
Use your Evangel username and password to login.

Course Commons Student Orientation
All Evangel students have access to the Course Commons Student Orientation. If you are new to Course Commons, you are encouraged to take advantage of this excellent resource. As part of your course preparation, this will help you make the most of the features that are available to you as a student.

Accessing the Course in Course Commons
Access your courses list by clicking on the Courses icon on the Global Navigation menu on the left of the screen. You can also click on the course card on the Dashboard.
To customize your Courses list, see the following Help Guide:
How do I customize my Courses list?
Students will have access to this course in Course Commons seven (7) days before the official beginning of the semester. If students have not completed their financial registration by the first official day of class, their course access will be revoked.
After the end of the semester, students will have read-only access to the course through Course Commons. Only access to already submitted work, course resources and grades will be available.

Accessing Course Content in Course Commons
The professor controls the availability of course content and features. Some items may be unavailable until a date set by the professor.
You can navigate the course content and features using the Course Navigation menu on the left. This menu can be customized by the professor, so it may differ from course to course, depending on what features the professor has chosen to make available. You can collapse the Course Navigation menu to focus on the page content. Click on the menu icon in the upper left (which looks like 3 lines). You can expand the menu by clicking on the menu icon again. All course content (syllabus, modules, course materials, assignments, online quizzes, online discussions, grades, etc.) can be accessed using the links in the Course Navigation menu.

Personal Settings in Course Commons

Students can adjust their personal settings in Course Commons. Click on the Account icon to access the Account menu.

On the Profile page, you can add a profile picture to your account. You can also edit your display name, which will show to your instructor and peers throughout Course Commons. The Settings link allows you to add additional contact methods (personal email or cell phone number for text message alerts) to your account. You can also add external services, like Twitter, Skype or Google Drive. The Notifications link allows you to customize what notifications you receive from Course Commons and how and when you receive them. This is a student-centered feature that allows you to optimize your notifications to help you stay connected to what is happening in all your courses.

For more information, see the following pages in the Course Commons Student Orientation: How to Update your Profile and Settings and How to Update Your Notifications Preferences.

Accessing Grades in Course Commons

All course grades will be recorded and shown through Course Commons. Simply click the “Grades” button on the lower right of the Dashboard to access your grades for all courses. You can also use the Grades link in the Course Navigation to access your grades for this course. For more information on how to check your grades and what you can do from the Grades page, see the following page from the Course Commons Student Orientation: How to Check My Grades.
How to Get Help with Course Commons
Help is never more than a few clicks away! You can access the Support menu from any page in Course Commons.
Click on the Support icon in the lower left corner of the screen. Because the Course Commons is powered by the Canvas Learning Management System, all help guides and helpdesk tickets will reference Canvas.

From the Support menu, you can send a message to your instructor, search the Canvas Help Guides, or report a problem. You can browse the Canvas Student Guide for help on a specific topic.

Course Commons Troubleshooting

Do you have a question about a quiz, an assignment, or another item in the course? Contact your professor.

Are you having technical problems with Course Commons? Click the Support icon, click “Report a Problem” and complete the form to file a ticket for a personal response from the support team. Please be sure to include a thorough description of the problem.

Are you having trouble with your Evangel account (username and password)? Contact the IT Helpdesk at studenthelp@evangel.edu (email) or call 417-865-2815 ext. 4357 (HELP). Please allow 24 hours for a response on a weekday and 48 hours for a response on the weekend.