

500 Introduction to Graduate Studies
BEAR VALLEY BIBLE INSTITUTE
2 Semester Hours
Denny Petrillo, Ph.D., Instructor

COURSE SYLLABUS

Course Description:

This course must be completed within the first 9 hours of the Master's degree program. It is designed to introduce the basic tools of theological research and to promote the basic writing skills necessary for the presentation of scholarly research.

Course Objectives:

1. To encourage graduate students to continue the life-long task of integrating scholarship and Christian ministry.
2. To familiarize students with the basic tools needed to study the discipline of theology at the graduate level.
3. To introduce students to the significant literature and language of theology, providing assistance in developing their own libraries.
4. To orient students to the BVBID and Denver Seminary Libraries and provide a foundation for effective research skills
5. To enhance the writing skills needed for presenting scholarly research and facilitating quality Christian journalism in all literary endeavors.
6. To encourage an awareness of style appropriate for the written presentation of formal papers, and to promote uniformity of style in papers presented to the Department of Bible.

Course Approach:

Because we are not in a classroom, the approach for this class will be mail, email, and telephone, when necessary.

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Mailing address: Dr. Denny Petrillo
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Denver, CO 80227

Telephone: (303) 986-5800, Ext. 17 (office)

Course Requirements:

1. Texts:

- Gibaldi, Joseph. *MLA Handbook for Writers of Research Papers*. 6th edition. New York: The Modern Language Association of America, 2003.
- Badke, William B. *Research Strategies*. Second Edition. New York: iUniverse, Inc. 2004. ISBN: 0-595-31371-X. This book is available as a PDF file. It can be downloaded from the company at a reduced rate.

2. Activities and Assignments:

- Class readings:
 - a. Gibaldi, *MLA Handbook*, chapters 1-5. (Note: If you intend to use footnotes or endnotes, read Appendix B). You should take notes and provide the instructor a review. This should be a relatively short review (approx. 5 pages). Include only points that you'll need to remember or points that you found significant and/or interesting.
 - b. Badke, *Research Strategies*. Entire book. Then answer the questions provided in the syllabus.
- Test over material covered in lecture (videotape) and readings. You should know how to properly do a bibliographical entree as well as proper text notes. The test will be in two parts:
 - a. Open Book, notes, etc. This will be on how to properly write a text note and a bibliographical entry.
 - b. Closed Book – will be on the VHS/DVS on “How to do Graduate Work” and on the questions from Badke’s book which is included in this syllabus. Call the school office if you have not received this lecture.
- Essay on scholarship and ministry.

Write a five to six-page paper on the relationship between scholarship and ministry

with particular emphasis on how the former will enrich your own ministry. For this assignment you should incorporate insights gleaned from select readings while avoiding extensive notation (limit yourself to five to ten footnotes). You are not limited to readings assigned in this class, but you should demonstrate an awareness of this material.

- a. Readings for this assignment that may be of use include the following items:
 - Beasley Murray, George R. "The Preparation of the Gospel." Review and Expositor 73 (1976): 205-212.
 - Brown, Douglas. "Theological Training and Christian Ministry." Restoration Quarterly 28 (1985): 1-10.
 - Craddock, Fred. "The Life of Study." Chap. in Preaching. Nashville: Abingdon, 1985.
 - Olbricht, Thomas. "Religious Scholarship and the Restoration Movement." Restoration Quarterly 25 (1982): 193-204.
 - Lewis, Jack P. "The Ministry of Study." In Leadership Questions Confronting the Church. Nashville, Tn.: Christian Communications, 1985.
 - Weed, Michael. "The Layman, The Theologian, and the Church." Restoration Quarterly 23 (1980): 17-26.
 - Williams, Joel Stephen. "The Ministry and Scholarship." Restoration Quarterly 36 (1994): 173-181.

- b. You should use standard 8 1/2" X 11" white paper with pages stapled in the upper left hand corner (no plastic covers, folders, etc.) and should include the following components:
 - a cover page;
 - the body of the paper;
 - footnotes (or endnotes);
 - a bibliography of works cited.

- c. The body of the paper should include a clear introduction, a well organized body (with thoughtful sentence design reflecting a smooth flow of thought),

and a solid conclusion. Take special care to use correct grammar and style and avoid spelling errors. Use MLA (4th ea.) for footnote and bibliographic form.

- Read article by Jack Lewis, “The Ministry of Study.” **
- Read articles “Organizing the Sermon” (2 parts). **
- Read article “The Christian Writer and His Craft” by Leonard Allen. **
- Read remaining sections included in syllabus

**Note: If you are unable to find these articles, call the school office (303-986-5800) and the secretary will mail these to you.

Recommended Texts:

1. Booth, Wayne C., Gregory G. Colomb, and Joseph M. Williams. *The Craft of Research*. Chicago: University of Chicago, 1995.
2. Danker, Frederick W. *Multipurpose Tools for Bible Study*. Rev. and expanded. Minneapolis: Fortress, 1993.
3. Soulen, Richard N. *Handbook of Biblical Criticism*. 2nd ed., revised and expanded. Atlanta: John Knox, 1981.
4. Strunk, William and E. B. White. *The Elements of Style*. 3rd ed. with index. New York: Macmillan, 1979.
5. Turabian, Kate L. *A Manual for Writers of Term Papers, Theses, and Dissertations*. 6th ed. Chicago: University of Chicago, 1996.

Grading:

Your grade will be determined by your performance in these areas:

Test	25% (will include questions from Badke’s review sheet)
Reading assignments	25%
Review of MLA Handbook	20% (submit notes on each section)
Essay: Scholarship & Ministry	30%

Items to be Considered for Inclusion in a Book Review

(Adapted from Guidelines provided at the Institute for Christian Studies)

There will be a number of courses in the BVBID Master's program that will require book reviews. These guidelines should be followed:

1) Details of Publication

- a. Who wrote the book? Does it contain contributions from more than one author? Has it been edited? Where does/did the author work or teach and what is known of his or her training? Did the book grow out of some other project (e.g., a dissertation)?
- b. When and by whom was the book published? Is it a part of a series? Is it a translation? How many pages does it have? If it is a multi-volume work, how many volumes does it include? Does it have maps, charts, photographs, drawings, indices, notes, or bibliography?

2) Contents and Argument

- a. What is the author's central thesis?
- b. What are the author's assumptions? What is his or her methodology? How has he or she organized the book?
- c. What are the topics and major points of each of the book's chapters? If you found something in that chapter that you disagreed with or found especially helpful, note it at the end of that chapter review.

3) Evaluation

- a. Do you agree with the thesis and the other major points of the book? Why?
- b. Do the book's conclusions agree with scholarly opinion as a whole on the topic? If not, does the book represent one particular segment or school of scholarly opinion? Does the book take advantage of the most recent developments in scholarship on the topic? Does the book advance scholarly discussion on the subject?
- c. What are the book's major weaknesses? What are its primary strengths and contributions? Are the author's presuppositions, methodology, and approach valid and appropriate? Does the author fail to discuss important aspects of his topic? Does the book fill a gap in the literature on the topic? What issues does it raise?
- d. For whom was the book written and what was its purpose? Has it accomplished this purpose, and does it adequately communicate to its intended audience?
- e. Aesthetics
 - i. Is the book well written, easy to read, and interesting?
 - ii. How do you rate the quality of the book's binding and printing? Are there many typographical errors or other obvious mistakes?
- f. General Evaluation. What is your overall opinion of the book? Is it better or

worse than others on the topic? Can you recommend it to others?

- g. Several of these items may not be relevant for your book review. Include only those items that contribute to your work.

LIBRARY RESOURCES

1. Assistance from trained personnel,
2. A system of cataloging to help searching,
3. A special section of reference materials,
4. Indices,
5. Stacks,
6. Periodicals,
7. Archives,
8. Audio visual materials,
9. Microfilms or microfiche,
10. Copying capabilities,
11. Typewriters/computers, and
12. Inter library loan.

From Gregory G. Bolich, *The Christian Scholar: An Introduction to Theological Research* (Lanham, MD: University Press, 1986), pp. 70 71 (with slight revision).

SEARCH STRATEGY

1. Start with a clear idea of what your research topic is.
2. Form a general idea of what is available that is relevant to the topic or purpose (consulting the card catalog, indices, and bibliographic guides; see search sample on next page).
3. Before looking at any books or magazines on the subject, have a bibliography in hand. A bibliography should be a natural by-product of Step Two.
4. Select the most promising titles from the bibliography.
5. Collect these materials and see if they are as relevant as they promised. Use them to suggest other places to look.
6. After gathering the materials needed, shape the study in light of them. This may mean considering special needs and moving on to the use of some of the special resources of the library.
7. Make the collection of materials as precisely relevant to the study as possible, and make the study as reflective of the information as possible. The study determines the selection of materials, but the materials determine the shape of the study.

From Bolich, *The Christian Scholar*, p. 75.

SAMPLE SEARCH USING ALCON

1. Set up a search statement.
"Abortion is a sin which the church should speak out against."
2. Identify main concepts or key words to be used in the search.
"Church, abortion, and sin"
3. Look over specific databases that are available and find those appropriate for your search.

4. Use thesaurus (print or loaded) to identify other terms or make up your own key words to add to previous ones.
"Christianity," "women," "ethics"
5. Determine how to limit or expand your concepts to refine your search.

GREEK LANGUAGE TOOLS

Annotations in this section are drawn largely from John A. Bollier, *The Literature of Theology: A Guide for Students and Pastors*. Philadelphia: Westminster, 1979.

Lexicons and Word Books:

RelRef Balz, Horst and Gerhard Schneider. *An Exegetical*
225.4083 *Dictionary of the New Testament*. Grand Rapids: Eerdmans, 1990.

Translation of the Exegetisches Worterbuch zum Neuen Testament (EWNT). Displays a debt to TDNT but includes "more recent treatment of numerous questions of New Testament study. . . ." Treats every word in the Greek New Testament, including proper names, declensions for adjectives and nouns, meaning, and an overview of the various contexts in which the word is found. Limited to vocabulary of N.T., serves "scholars, pastors and students." (from the editors' forward, vi).

RelRef Bauer, Walter. *A Greek English Lexicon of the N. T.*
487.333 *and Other Early Christian Literature*. 2nd ea., rev. and augmented by
F.W. Gingrich and Frederick W. Danker. Chicago: University of Chicago
Press, 1979.

Best N. T. lexicon available. Translated and incorporated new data in Bauer's 5th German ed. of 1958. Contains roughly 10% more material than 1st ed. and accuracy of citation and definition considerably improved. Vast bibliography. (Read: Ralph W. Klein's "The Thrill of Discovery," *Currents in Theology and Mission*, Feb. 1979, p. 63ff.) See also, John Alsop, *An Index to the the Revised Bauer Arndt Gingrich Greek Lexicon*, 2nd ea., Zondervan, 1981, at RelRef 487.4 B344g.

RelRef Kittel, Gerhard, ed. *Theological Dictionary of the*
487.333 *N. T.* Grand Rapids: Eerdmans, 1964 1976. 10 vols.

Arranged alphabetically by root. Vol. 10, pt. 1 of the German edition (RelRef487.3 K62) contains indices to references in the Old and New Testament Pseudepigrapha, Dead Sea Scrolls, Apostolic Fathers and Apologists. Vol. 10, pt. 2 (1979) is a bibliography of works which have appeared on the words treated in Kittel since the original articles were written.

RelRef Lampe, Geoffrey William Hugh. *A Patristic Greek*
487.3 *Lexicon*. Oxford: Clarendon Press, 1968.

Interprets the theological and ecclesiastical vocabulary of the Greek Christian writers from Clement of Rome to Theodore of Studium (d. 826). Also includes references to some intertestamental books such as the Testament of the XII Patriarchs and Psalms of Solomon.

RelRef Liddell, Henry George and Robert Scott. *A Greek*
487.3 *English Lexicon*. New ea., rev. and augmented by Sir Henry Stuart Jones
and Roderick McKenzie. 9th ed. Oxford: Clarendon Press, 1940.

Standard classical Greek lexicon which covers the classical and post classical writers down to A.D. 600, including the LXX and N.T. The 9th ed. excluded all references to post biblical Christian writers. A supplement was published in 1968 and printings after 1968 bind the supplement with the lexicon.

RelRef Johannes P. Louw, and Eugene Nida, eds. *Greek English*
487.4 *Lexicon of the New Testament Based on Semantic Domains*. 2nd ed. N.Y.:
United Bible Societies, 1988.

RelRef Spicq, Ceslas. *Theological Lexicon of the New*
487.4 *Testament*. Peabody, Mass.: Hendrickson, 1994. 3 vols.

Concordances:

RelRef Moulton, William F., and A. S. Geden. *A Concordance*
487.3 *to the Greek Testament*. 5th ea., 1978.

Basic complete Greek concordance, based on the text of Westcott Hort, Tischendorf and the English revisers. Supplies short Greek context for each citation. Includes a 76 page supplement giving full citations for 7 frequently used words for which only locations were listed in previous editions. Also includes the numbering system used in Strong's Exhaustive Concordance.

RelRef Schmoller, A. *Handkonkordanz zum Griechischen N. T.*
225.2 8th ed. 1938.

The 8th ed. is based on the 15th and 16th eds. of Nestle's text. An asterisk before a word means that only representative occurrences have been cited. Supplies short Greek context although parallel passages are cited by location only and occurrences of the same phrase are frequently cited together. The occurrences of some words are listed according to their different meanings.

RelRef Computer Konkordanz zum Novam Testamentum Graece von
225.2 Nestle Aland, 26. Auflage und zum Greek New Testament, 3rd edition.

Herausgegeben vom Institut für Neutestamentliche Textforschung und vom Rechenzentrum der Universität Münster. 1980.

RelRef Vollständige Konkordanz zum Griechischen Neuen
225.2 Testament. 1975

Includes every occurrence of every word in the base text, which is the 26th edition of Nestle Aland and the 3rd edition of the United Bible Societies text. Incorporates the textual variants found in all the critical editions of the last hundred years. Vol. I is being issued in fascicles. Vol. II (1978) is a volume of specialized synopses containing frequency lists, lists of hapaxlegomena by N. T. book and a reverse index of all N. T. terms listed in their inflected forms.

RelRef Hatch, Edwin & Henry A. Redpath. *A Concordance to the*
220.2 *Septuagint*. 1954. 2 vols.

Standard concordance to LXX, including Greek text of the Apocryphal. The Hebrew words which a particular Greek word translates are indicated. There is a supplement in v. 2 with a concordance to Greek proper names and an index to the Hebrew words in the text.

Other Works:

Elliott. *A Bibliography of Greek NT Manuscripts*. (RelRef 225.016)

Owens. *A Cumulative Index to NT Greek Grammars*. (R487.4016)

Reider, J. *An Index to Aquila*. (221.4)

PERIODICAL INDICES

Jules Moreau once said: "From the viewpoint of modern theological study, it is the periodical which serves as a kind of weather vane indicating shifts and trends within the disciplines that comprise the field of theological study." Because of this, it is imperative that seminarians have a working knowledge of many of the indices of periodical literature.

The following two paragraphs are from Kepple, p. 57:

The main function of periodical indices is to provide subject access to the individual articles published in magazines and journals. Many indices also include access by the author of the article, and a few by title as well. Some indices, particularly the more specialized subject ones, also index book reviews, books, dissertations, or articles in multi-author works. Abstracting tools, besides providing the subject (and usually author) access of the periodical index, also provide a short descriptive and/or critical summary of each item included.

Periodical indices are arranged in a number of different ways. The most common is a single alphabetical listing of author and specific subject entries. Some are arranged in two sections: one for subjects and another for authors. Others have a classified arrangement with author or specific subject indices. Be sure you understand the arrangement of each index you use.

Parenthetical letter/number references indicate annotations in Kepple.

R.011.34 Poole's Index to Periodical Literature, 1802-1907.

Christian Periodical Index, 1956.

R.050 Nineteenth Century Readers' Guide to Periodical Literature, 1890-99. 2 vols. (L5)

R.050 Readers' Guide to Periodical Literature, 1900. (L6)

R.050 Social Science and Humanities Index, 1965. (Formerly International Index, 1907.)

This index is especially useful for religious subjects preceding publication of Index to Religious Periodical Literature (1949), and for philosophy topics preceding the Philosopher's Index (1968).

Name _____

Reading Confirmation Sheet

Introduction to Graduate Study

Course #500

Identify the date that the following assigned material was read:

Date Read

1) Badke, Research Strategies

2) Jack Lewis, "The Ministry of Study"

3) Jess Hall, "Organizing the Sermon" (parts 1 & 2)

4) Leonard Allen, "The Christian Writer and his Craft"

After reading these materials, submit this sheet to the instructor. You can cut and paste it into a word document and email it to: dpetrillo@bvbid.org.

**Proper Textnotes & Bibliographical Entries
for Religious Writings**

BOOKS

(Gibaldi 127)

Gibaldi, Joseph. MLA Handbook for Writers of Research Papers. 6th Ed. New York: The Modern Language Association of America, 2003.

JOURNAL/PERIODICAL

(Turner 10)

Turner, Bob. "What Is The Church Coming To?" The Entrusted Word 1.1 (2004):10-11.

COMMENTARY IN A SERIES

(Roberts 275)

Roberts, J.W. The Letter of James. The Living Word Commentary, vol. 16. Edited by Everett Ferguson. Austin: Sweet Publishing Company, 1977.

DICTIONARY

(Davidson 736)

Davidson, A. B. "Eschatology." In A Dictionary of the Bible. 1:736. Edited by James Hastings. New York: Charles Scribner's Sons, 1901.

WORD STUDIES

(Bauer 568)

Bauer, Walter. A Greek-English Lexicon of the New Testament and Other Early Christian Literature. Ed William F. Arndt and F. Wilbur Gingrich. Chicago: The University of Chicago Press, 1957.

MULTI-VOLUME WORK

(Delling 945)

Delling, Gerhard. “ἡμερα.” In Theological Dictionary of the New Testament. 2:943-52. Edited by Gerhard Kittel. Translated and edited by Geoffrey W. Bromiley. Grand Rapids: Wm. B. Eerdmans Publishing Company, 1964.

REFERENCE WORK

(Cross 951)

Cross, F.L., Ed. The Oxford Dictionary of the Christian Church. New York: Oxford University Press, 1958.

ANCIENT WORKS

Note: NEVER cite page numbers from ancient sources. This would be like giving the page number out of your Bible. You need to find the "book, chapter and verse" type reference.

(Tertullian, Repentance, 1.4)

Tertullian. On Repentance. The Ante-Nicene Fathers, vol 3. n.p., n.d.; reprint ed., Grand Rapids: Wm. B. Eerdmans Publishing, 1986.

(Josephus, Antiquities, 17.21)

Josephus. Jewish Antiquities. Loeb Classical Library, Cambridge: Harvard University Press, 1927.

(Enoch 3:2)

Charles, R.H., Ed. The Pseudepigrapha of the Old Testament. London: Oxford University Press, 1913.

From the textbook by Badke:

1. What 4 basic things do you need to turn your paper into a brilliant project? (page 1)
2. You are plagiarizing if you . . . (3 main points) (Page 123)
3. Plagiarism is an academic crime because . . . (3 main points) (page 123)
4. Four elements of false research. (Page 3)
5. Define what the term “working knowledge” means. (page 7)
6. When taking notes from a source, what 5 things must you be sure to record? (page 119)
7. What are the two most serious problems faced in writing a research paper? (page 134)
8. Name three types of “flawed arguments.” (page 142)
9. Name two times when you should use a direct quote. (page 143)
10. Name three times that you should not use a direct quote. (page 143)
11. What should you never, never, never, ever do in writing your paper? (page 144)
12. What does Badke mean when he suggests that you give your paper a “professional look”?
13. List the three steps Badke gives to creating a good outline. (page 135)
14. List the first 6 tips Badke gives on writing research papers. (page 139-141)
15. List three ways to help determine whether information on an Internet site is good or bad. (page 85)
16. List four suggestions Badke makes on note-taking. (page 122-3)