

# ASSEMBLIES OF GOD THEOLOGICAL SEMINARY

## PTH 652 Writing for Ministry and Publication

Dr. Steve Lim  
7, 2004

February 6-

### COURSE SYLLABUS

#### COURSE DESCRIPTION

This hands-on course explores the keys to superior writing—including the development of strong content, engaging style, creativity, and editing skills. Receive critique from your peers and instructor on your writing samples. Gain insights for marketing and submitting your work to increase the chances of publication.

#### COURSE OBJECTIVES

1. Develop methods for producing strong content.
2. Understand and begin to apply the principles of good writing.
3. Experience the value of editing and practice doing it.
4. Learn how to effectively market and submit your work.

#### TEXTBOOKS

##### *Required*

Wilbers, Stephen. *Keys to Great Writing*. Cincinnati, OH: Writer's Digest Books, 2000.

Stuart, Sally E. *Christian Writers' Market Guide 2003*. Colorado Springs, CO: Shaw Books (Waterbrook Press), 2003. (This is a reference book which we will be using in class.)

**Bring both of these books to class.**

##### *Recommended*

Cheney, Theodore A. Rees. *Getting the Words Right: How to Rewrite, Edit & Revise*. Cincinnati, OH: Writer's Digest Books, 1990. (This book is out of print, but highly valuable. Three copies are available in the library on 2 Hour Reserve.)

Strunk, Jr., William and E.B. White. *The Elements of Style, 4<sup>th</sup> ed.* Boston: Allyn and Bacon, 2000.

Zinsser, William. *On Writing Well*, 6<sup>th</sup> ed. New York: Harper Resource Book—Quill, 2001.

### **COURSE OUTLINE**

- I. Develop Strong Content
- II. Achieve a High Quality of Writing
- III. Enhance Your Work by Editing
- IV. Market Effectively

### **METHODOLOGY**

Lectures, examination of selected articles, evaluations of student writing, group critiques, and practice in using a market guide will be the methods used to facilitate learning. Students will be asked to apply principles learned by writing two short articles.

### **COURSE REQUIREMENTS**

#### ***Presession***

1. Read the textbook, *Keys to Great Writing*. Write a two page typewritten “Reading Analysis.” From each chapter (1 to 10) briefly share 2 or 3 insights which were most helpful to you. Assess the overall value of the book to you and its strengths and limitations. This is **due at the beginning of the first class session, Friday, February 6**. The value of an intensive weekend course is multiplied when you have had prior opportunity to interact with the material and reflect on it. Furthermore, this book will assist you in writing the articles assigned.
2. Applying principles from the textbook, *Keys to Great Writing*, write an article between 600 to 1000 words in length. Edit and polish thoroughly. Let this be your **best** work. This is **due on Friday, January 30, one week before the scheduled course** begins. Please submit **2 copies** to the Faculty Secretary by **4:00 p.m.** This allows the professor time to evaluate your work before the course begins. One copy should be **paper clipped** instead of stapled, for reproducing purposes.

#### ***Sessions***

1. Attend all sessions punctually.
2. Participate in class through discussion and peer critique groups.

***Postsession***

1. Rewrite the first article.
2. Applying the principles from the textbook and course, write another article, 1000 to 1500 words in length. List 3 or 4 publications which might be interested in an article of this nature. Write a cover letter to one of them.

Submit both articles to the Faculty Secretary by **Friday, February 27 at 4:00 p.m.**

**GRADING PROCEDURE**

Reading analysis	10%
Class participation	10%
1 <sup>st</sup> article, 1 <sup>st</sup> submission	15%
1 <sup>st</sup> article, 2 <sup>nd</sup> submission	15%
2 <sup>nd</sup> article	50%

**SELECTED BIBLIOGRAPHY**

Cheney, Theodore A. Rees. *Getting the Words Right: How to Rewrite, Edit & Revise*. Cincinnati, OH: Writer's Digest Books, 1990.

Goldberg, Bonnie. *Beyond the Words. The Three Untapped Sources of Creative Fulfillment for Writers*. New York: Jeremy P. Tarcher/Putnam (Penguin), 2002.

Herr, Ethel. *An Introduction to Christian Writing*. Wheaton, IL: Tyndale.

Poynter, Dan. *Writing Nonfiction: Turning Thoughts into Books*. Santa Barbara, CA: Para Publishing, 2000.

Rabiner, Susan & Alfred Fortunato. *Thinking Like Your Editor: How to Write Great Serious Nonfiction—and Get It Published*. New York: W.W. Norton & Company, 2002.

Rhodes, Richard. *How to Write Well: Advice and Reflections*. Harper Resource Book-Quill, 1995.

Strunk, Jr., William and E.B. White. *The Elements of Style, 4<sup>th</sup> ed.* Boston: Allyn and Bacon, 2000.

Stuart, Sally E. *Christian Writers' Market Guide 2003*. Colorado Springs, CO: Shaw Books (Waterbrook Press), 2003. (This is a reference book which we will be using in class.)

Thoene, Bodie & Brock. *Writer to Writer*. Minneapolis, Minnesota: Bethany House Publishers, 1990.

Von Oech, Roger. *A Whack on the Side of the Head: How You Can Be More Creative*, 3<sup>rd</sup> ed. New York: Warner Books, 1998.

Williams, Joseph M. *Style: Toward Clarity and Grace*. Chicago: University of Chicago Press, 1990.

Wilbers, Stephen. *Keys to Great Writing*. Cincinnati, OH: Writer's Digest Books, 2000.

Wood, John. *How to Write Attention-Grabbing Query and Cover Letters*. Cincinnati, OH: Writer's Digest Books, 1996.

Zinsser, William. *On Writing Well*, 6<sup>th</sup> ed. New York: Harper Resource Book—Quill, 2001.