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# IT 501 Technology in Ministry

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# Technology in Ministry

IT 501

June 2002

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## **Course Topics**

Introduction to Course  
Why Use Technology?  
How Can Technology Be Used?  
Photography  
How Should We Design Our Materials?  
PowerPoint  
Advanced PowerPoint  
Instructional Design/Learning Principles  
Video Production  
Video Editing  
Video Studio Production  
Projection Equipment  
Production Equipment  
Facility Design  
Support Resources

## **Individual Required Course Projects**

### **Worship Service PowerPoint**

Based on the design principles presented in class (How Should We Design Our Materials?), each student will submit PowerPoint slides for congregational singing, scripture, and teaching outline incorporated into one slideshow and ready for presentation in a worship service. Black slides should be inserted when nothing is to be projected during the service. Create a custom template using Digital Juice or other resource that would serve as a metaphor for the service. Student must be present for grading.

Minimum Requirements are:

- 5 slides for congregational singing
- 5 slides of scripture presented consecutively
- 1 slide teaching outline with no less than three points that uses animation to bring in the points

Grading Checklist: consistent background, legibility of text, text boxes that do not move on screen

### **Worship Service Announcements**

Based on the design principles presented in class, each student will submit three announcements for use before a worship service.

Minimum Requirements are:

Within the 3 announcements but not necessarily in each, the following should be demonstrated or included animation, sound, scanned image, digital photograph and clip art.

Grading Checklist: size of text and images, use of space, simplicity

### **PowerPoint Slide Show**

Select music and locate or produce appropriate images to go with the music. You may scan images, take digital pictures or locate images on the Internet. If Internet pictures are used they must be good clear pictures. Student must be present for grading.

Grading Checklist: clear and sharp pictures, understandable audio or text provided on slides, appropriate changing of images, and appropriate images for music.

### **Photography Presentation**

Using Microsoft Photo Editor submit 24 digital images demonstrating the principles of photographic composition in a PowerPoint presentation. For grading, present all of your images, and identify at the beginning of the presentation, the six that you would like to have graded. Student must be present for grading.

Grading Checklist: simplicity, rule of thirds, lines, balance, framing and mergers

## **Group Required Course Projects**

### **Video Exercise**

Students will be given a video exercise to complete as a team. They will be responsible for the storyboard, taping and editing. The only sound track will be music, which will be added in postproduction (editing). The final product should not be longer than three minutes, and submitted with the storyboard.

Grading Checklist: length of scenes, clean entrance and exit through a door, no jump cuts, good lighting, appropriate use of close-ups/cut ins

### **Video Studio Exercise**

Students will produce a video exercise as a team. Team members will be involved in as many aspects of studio production as possible (switching, camera operation, directing, etc.).

## **Preaching Event**

**Preaching Guidelines:** At the end of the term, students will present a message. Minimum technical requirements include projection of scripture, message outline, message illustrations (that would include both video clips from a movie or other video tape and an appropriate graphic such as a digital photograph, clipart object or scanned image), and special music which would be either a PowerPoint slideshow sound or videotape with images and sound. A brief description of the target audience will be presented prior to the sermon. Length of message, including media, should be no longer than 20 minutes. Students will be responsible for operating the projector, laptop and video tape recorder. The equipment will be setup in the video studio for the students to practice.

Grading Checklist for Preaching Event: description of audience matches preaching event, quality of PowerPoint and videotape, smooth operation of equipment

## **Required Reading**

Slaughter, Michael. *Out On the Edge*. Nashville, Abingdon Press, 1998.  
Wilson, Len. *The Wired Church*. Nashville, Abingdon Press, 1999.

### **Additional Resources**

Bandy, Thomas and William Easum. *Growing Spiritual Redwoods*. Nashville, Abingdon, 1997.  
Easum, William. *Dancing with Dinosaurs*. Nashville, Abingdon, 1993.  
Easum, William. *Sacred Cows Make Gourmet Burgers*. Nashville, Abingdon, 1995.  
Hunter, George G. *Church for the Unchurched*. Nashville, Abingdon, 1996.  
Hunter, George G. *The Celtic Way of Evangelism*. Nashville, Abingdon, 2000  
Kallestad, Walt. *Entertainment Evangelism*. Nashville, Abingdon, 1996.  
Miller, Kim. *Handbook for Multi-Sensory Worship*. Nashville, Abingdon, 1999.  
Sample, Tex. *The Spectacle of Worship in a Wired World*. Nashville, Abingdon, 1998.  
Schaller, Lyle E. *Discontinuity and Hope*. Nashville, Abingdon, 1999.  
Schultz, Quentin J. *Dancing in the Dark*. Grand Rapids, Eerdmans, 1991.  
Sweet, Leonard. *Faithquakes*. Nashville, Abingdon, 1994.  
Sweet, Leonard. *Post-Modern Pilgrims*. Nashville, Broadman & Holman, 2000.  
Sweet, Leonard. *Soul Tsunami*. Grand Rapids, Zondervan, 1999.

[www.ginghamsburg.org](http://www.ginghamsburg.org) Ginghamburg United Methodist Church

[www.purposedriven.com](http://www.purposedriven.com) Saddleback Community Church

[www.willowcreek.com](http://www.willowcreek.com) Willow Creek Community Church

## **Project Due Dates**

Worship Service PowerPoint	Tuesday 6-25
Worship Service Announcements	Wednesday 6-26
Video Editing	Thursday 6-27 (In Class)
Studio Exercise	Thursday 6-27 (In Class)
PowerPoint Slide Show	Thursday 6-27
Photography Presentation	Friday 6-28
Preaching Event	Friday 6-28
Readings	Friday 6-28

## **Grading**

Worship Service PowerPoint	20%
Worship Service Announcements	10%
PowerPoint Slide Show	20%
Video Exercise	10%
Preaching Event	20%
Photography Presentation	20%

In addition the following must be completed: readings, worship service review, and studio exercise.

If all of the above are completed at a satisfactory level a grade of B will be given. For every project or assignment not completed a letter grade will be deducted.

In order to receive an A for the class, a final project that demonstrates video editing techniques is required.