WORS 102 – BUILDING A WORSHIP TEAM

3 Hour Course

IMPORTANT INFORMATION FOR EACH CLASS:

STUDENT QUESTIONS: ***ALL*** class questions should be submitted via the form provided on the course link page. Someone will typically respond to your request with 24-48 hours, if not sooner.

PROFESSOR CHAT ROOMS: Your professor will be available at regularly scheduled times in the WCBCS chat rooms. Please go to http://www.westcoastbible.org/resources/ to access the chat room.

COURSE COMPLETION TIME FRAME: Students are given a maximum time limit of 2 months to complete once you have started any course. After 2 months, you will be required to contact info@westcoastbible.org to receive a new course for your degree plan that you will be required to purchase. *(This applies even if you have PAID IN FULL for the degree)*

SUBMISSIONS: Students will not be allowed to submit more than two full course of assignments in any month for any reason (10 in total). Failure to adhere to this policy will result in a 1-month temporary suspension of submission privileges. Repeat offenders will face a 3-month and then 6-month suspension.

GRADING: All assignments will be graded immediately upon the submission of the online assignments. It is the student's responsibility to keep a printed copy of all scoring results in case there is a grading conflict. ***WCBCS will only keep results for up to 6 months***. Any scoring discrepancies need to be noted within 1 week of the course being marked as completed or the grade will remain final on the student transcript.

FAILURE POLICY: Any student who scores below a 60 for the final course grade will fail the course and ***will be required to pay for a new course***. *(This includes anyone who had paid in full – you will be required to pay the cost of a single class for each applicable course)*

CHEATING POLICY: Any student found cheating will be given the grade of "F" for the course and will be required to take a different course. If the cheating occurs more than one time, the student will be permanently expelled with NO REFUND!

FORMS OF ACADEMIC DISHONESTY DEFINED:

Plagiarism: Knowingly or intentionally presenting the ideas, words or work of another one as one's own.

Cheating: Unauthorized use of study aids, examination files or taking an online test under an assumed name and then using the answers on the test when taking it under one's real name.

Fabrication: Falsification or invention of information concerning the student's background.

Collusion: Receiving unauthorized assistance in any academic exercise.

Personation: Having someone else complete assignments for you.

TEXTBOOK INFORMATION

Can you purchase a different version of this book? It is possible. HOWEVER, different versions may contain slightly different information. All test information is being taken directly from this book.

Textbook: The Radical Worship Solution: Igniting The Heart of Your Team
Author: Ryan Austin
Amazon Textbook Link: https://www.amazon.com/Radical-Worship-Solution-Igniting-Heart-ebook/dp/B015S04E58/ref=tmm_kin_swatch_0?_encoding=UTF8&qid=1465563954&sr=8-2

REVISED MODULES TO BE COMPLETED FOR THIS COURSE

Examples of each module can be found on your course page

MODULE #1: READING & KEY TRUTHS *(20% of final grade)*

Within this module you will have three specific assignments highlighted in blue:

- **Five Key Truths**
  - Write down 5 things you learned in the book that captured your attention and has the most potential to impact your life and ministry in the future.
  - Each statement should be 2 to 3 sentences long and should be able to be read and understood as a stand-alone statement. *Write as if you were speaking to someone who has no knowledge of the subject and make it understandable.*

- **Write chapter summaries**
  - Write a brief overview of each chapter
  - No more than 100 to 200 words per chapter
  - Bullet point formatting is acceptable
  - Be concise, but thorough
  - Address the main concepts

- **Write a book review**
  - Should be less than 400 words
  - Give complete bibliographical information at the top of the page (title, author, publisher, place of publication, date of publication, number of pages, and name of reviewer).

Format Example to be Centered at the TOP of the Page: *Organizational Culture and Leadership by Edgar Schein. San Francisco: Jossey-Bass, 2010. 400 pages. Reviewed by Eddie Edison.*

Book titles should always be italicized

- **Introductory Paragraph:** State the author's credentials (education, place of employment, previous achievements, etc.) as an introduction to giving the book a serious hearing.
  - Biographical information about the author should be included only as it demonstrates the author's competency to write the book.
  - Within the context of the paper, do not use titles (Dr., Rev., etc.). Use the author's last name.
  - State the author's thesis *(reason for writing)* and give a synopsis of the book in your own words. DO NOT USE QUOTATIONS DIRECTLY FROM THE BOOK AT ANY POINT.
- **Personal Assessment Paragraph**: Answer the following questions.
  - What was one strength of the book, i.e., what contributions does the book make?
  - What was one weakness of this book?
  - Would you recommend this book?

- If so, to whom and why?

BE CREATIVE: Write this in such a way that people will WANT to read what you have to say.

GRADING RUBRIC: The score for this module is broken down as 50% Grammar/Spelling and 50% Content

2) CLOSED BOOK EXAM *(20% of final grade)*

IMPORTANT NOTE: STUDENTS MAY NOT USE THEIR BOOK OR NOTES TO TAKE THIS EXAM. This will not only test your knowledge, but also your integrity. NEVER compromise your integrity for a score.

- This exam will have a 2-hour time limit
- This is a CLOSED BOOK EXAM over the content the student is responsible for reading in the text

GRADING RUBRIC: The score for this module is obtained via the exam score the student receives

3) CLOSED NOTE LECTURE EXAM *(20% of final grade)*

IMPORTANT NOTE: STUDENTS MAY NOT USE NOTES TO TAKE THIS EXAM. This will not only test your knowledge, but also your integrity. NEVER compromise your integrity for a score.

- Before listening to the lectures, students are encouraged to download the *Lecture Notes* as a resource to assist you in the filling in the blanks for the questions you will be tested on in the online *Lectures Exam*.
- *Questions will come directly from the lectures*. Upon completion of reading the assigned text and answering of the questions, take the online test to submit and receive your testing score.
- Watch the additional various lectures and write down one key truth per each video.

GRADING RUBRIC: The score for this module is obtained via the exam score the student receives

4) CLOSED NOTE MAGAZINE ARTICLES ASSIGNMENT AND RESEARCH EXAM *(20% of final grade)*

IMPORTANT NOTE: STUDENTS MAY NOT USE NOTES TO TAKE THIS EXAM. However, students will be allowed to COPY AND PASTE their research summaries. This will not only test your knowledge, but also your integrity. NEVER compromise your integrity for a score.

LIBRARY NOTE: Students are required to have a paid library subscription to www.Questia.com in order to complete this research or to use the links on the WCBCS library at http://www.westcoastbible.org/library. Students purchasing a membership must pay it directly on the Questia website.

- **ASSIGNED ARTICLES**: Students are ***REQUIRED*** to read the 5 assigned magazine articles listed on the class link page, highlighting or taking notes from what you have read.
    - Upon completion, you will take the *Magazine Quiz* that is made up of 5 questions, 1 from each article.
- **RESEARCH SUMMARIES**: Research one academic journal article, and two magazine articles that are directly related to the course content from Questia and summarize in 100 to 200 words or less per each article *(Students must provide links and summaries)*.

GRADING RUBRIC: The score for this module is broken down as 50% for Magazine Articles Exam and 50% for Research Summaries *(25% for Grammar/Spelling and 25% Content)*

5) FINAL PAPER ASSIGNMENT *(20% of final grade)*

The Final Paper Assignment is made up of two parts highlighted in blue: 6 Assimilation Essay Questions and 6 Practical Application Social Media Assignments.

6 ASSIMILATION ESSAY QUESTIONS

IMPORTANT NOTE: **NO OPEN BOOK OR NOTES ON THE FIRST HALF OF THIS ASSIGNMENT**
(These questions are the same for each class, so as you are taking this class write down some thoughts that will help you)

You have two hours to answer the following questions in your own words. We want to know how you are processing this information.

- **KNOWLEDGE**: What one concept did you learn in this class that impacted you the most?
  - Explain the concept in 75-100 words
  - Explain the concept in 10 words or less

- **COMPREHENSION**: How would you compare your previous knowledge on this subject with what you know now?

- **APPLICATION**: Create a scenario and explain how you can practically apply that one concept to a real life or ministry setting.

- **ANALYSIS**: Can you identify two ways this concept can benefit others?

- **EVALUATION**: Evaluate the contribution you believe this one concept will have in your future life.

- **SYNTHESIS**: In 100 words or less, develop a simple argument someone might make against your one concept and what your brief response would be.

6 PRACTICAL APPLICATION SOCIAL MEDIA ASSIGNMENTS

YOU MAY COPY AND PASTE THE INFORMATION IN THE SECOND HALF OF THIS ASSIGNMENT

Assignment: Simply summarize what you have learned in this course and find a way to connect it to real life. **You DO NOT need to create an account on Twitter or Facebook, but rather can make a post that would be similar as a post you would post on those sites**. Each assignment must be unique from any assignment you have done in the course. *(For example: You may not copy your book review and use it as a blog post. All assignments must be unique. Failure to do so may result in a "0" being given on this assignment.)*

- **Twitter** *(140 characters or less)*
- **Facebook post** *(non-preaching, simple post)*
- **Blog post** *(in 200 to 300 words write a creative, attention-getting post on Weebly.com about something in the course that was important to you and can affect others)*
- **Instagram or Pinterest** *(picture with course relevant title)*
- **YouTube or Vimeo Video** *(1 to 2-minute video – talk about one important thing that is creative and captivating from what you have learned. It does not need to be professionally produced, but it does need to be high quality. You may use your cell phone to record.)*
- **Discussion board post** *(post on school discussion board and respond to one other person – write down your post and your response to one other person)* Mark your initial post as INITIAL POST YOUR NAME – only respond to initial posts

2 PRACTICAL SPIRITUAL APPLICATION ASSIGNMENTS

Assignment: This assignment will consist of two parts Scripture memorization and daily devotions.

- **Scripture Memorization** – you will memorize the Bible verse assigned on your course page and will write it in the final paper assignment. You MAY NOT copy and paste this into the final assignment. You must write from memory.
- **Daily Family Devotions** – listen daily to the devotion as you take this class and from these days you will focus in on one concept God used to speak to you (http://www.westcoastbible.org/dfd). You MAY NOT copy and paste this into the final assignment. You must write from your heart. This is not a mere academic exercise, but a spiritual one, as well.

GRADING RUBRIC: The score for this module is broken down as 50% Grammar/Spelling and 50% Content

Daily Class Schedule

Day 1: Download the Exam Review and answer questions as you read

Read chapters 1-2 – write a summary of what you've read *(not one per chapter)*

Day 2: Read chapters 3-4 – write a summary of what you've read *(not one per chapter)*

Day 3: Read chapters 5-6 – write a summary of what you've read *(not one per chapter)*

Day 4: Read chapter 7 – write a chapter summary

Day 5: Read chapter 8 – write a chapter summary

Day 6: Read chapter 9 – write a chapter summary

Day 7: Read chapter 10 – write a chapter summary

Day 8: Develop the Five Key Truths from your book reading

Day 9: Write the Book Review

Day 10: **Module #1 Submission** - Submit the Module One Assignment *(you will upload your Key Truths)*

Day 11: **Module #2 Submission** - Take Closed Book Online Exam (Submit Module Two Assignment)

Day 12: Download the Lecture Notes and Review

Listen to lecture #1 and fill in the blanks

Day 12: Listen to lecture #2 and fill in the blanks

Days 13-16: Listen to YouTube Lectures and write One Key Truth per lecture

Day 17: **Module #3 Submission** - Take Closed Note Lecture Exam *(you will upload your Key Truths at the end of the exam)*

Day 18: Read all 5 Assigned Magazine Articles

Days 19-21: Research one academic journal article and two magazine articles via Questia.com

Day 22: **Module #4 Submission** - Take Closed Note Articles Assignment and Research Exam

Days 23-24: Complete Six Assimilation Essay Questions

Days 25-29: Complete Six Practical Application Social Media Assignments

Day 30: **Module #5 Submission** – Submit Final Paper Assignment

Congratulations on completing WORS 102: Building a Worship Team!!!

WCBCS Writing Examples for All Levels

NOTE: All examples are completely fictitious, but should serve as a guide to help you understand how to process each assignment. Please take specific note of how you you format your papers when making a submission.

MODULE ONE:

KEY TRUTHS:

(examples taken from http://www.relevantmagazine.com/god/practical-faith/9-things-everyone-should-do-when-reading-bible) These examples show you HOW you should write your key truths. Notice how the language is in common everyday terms that are memorable. *Key Truths will be used in Modules One and Three*.

How to set up your heading at the top of each paper

Name:
Class:
Module Number:
Assignment Name:
Date:
(THREE SPACES AFTER DATE)

EXAMPLE:
Eddie Edison
BIBL 101
Module One
Five Key Truths Assignment
January 1, 2020

Key Truth One: Read 'you' differently. Almost all the "you" words in the New Testament are plural you's rather than singular you's. The Southern "y'all" expresses it beautifully: the epistles are written to believers corporately, not believers alone.

Key Truth Two: If you see a "Therefore," Find Out What It's "There For." Therefore, take note in Bibles where paragraphs are divided up with headings inserted by editors. If the paragraph begins with "therefore," you might have to pick up a bit earlier to understand the context.

Key Truth Three: The Bible is not an instruction manual. It's not a "how-to" book for life. It is a collection of 66 books of literature, and to interpret it correctly, you need to remember what you learned in English class about interpreting different genres of literature.

Key Truth Four: Realize that prophecy is more often FORTH-telling than it is FORE-telling. So often, our focus in approaching prophecy is to ask "what did they say about the future?" However, often the prophets weren't talking about the future (foretelling), they were explaining and interpreting Israel's history and current predicaments in light of their covenantal behavior (forth-telling), and had little to do with the future.

Key Truth Five: Realize that not all "if" statements are the same. Some IF statements are always tied to the THEN one (if you stand in the rain, then you will get wet). Others have more risk involved: the IF statement is necessary, but not sufficient, to bring about the THEN one (if you study for an exam, then you will pass).

Chapter Summary:

(One summary per each required chapter for reading. See more detailed instructions at http://user.keio.ac.jp/~hjb/How_to_write_a_summary.html)

EXAMPLE:
Eddie Edison
BIBL 101
Module One
Chapter Summaries
January 1, 2020

Chapter One
In chapter one, "Resolving Conflict," Little offers tools to church leaders for improving conflict management skills, beginning with assessing where you are in the process of conflict management.

Little offers strategies to bring out the best in others: 1) Believe we can do it, 2) Bring out the best in our selves, 3) Be alert to circumstances that bring out the worst in others, 4) The pastor is the "answer person" who gives help rather than needing it, 5) Efforts should be made to help people build their strengths, and 6) We must beseech God in prayer. Specific techniques to bring out the best in others include communicating to build bridges, keep short accounts, and be responsible for personal feelings.

He further suggests ways to bring out the best in others in a group: 1) Assume the best, 2) Classify the difference, 3) Clarify the viewpoints, 4) Prompt deeper reflection, 5) Promote through understanding, 6) Encourage sincere forgiveness, 7) Establish a goal, and 8) Recall ultimate priorities.

Little concludes that conflict can be a draining factor in church life, but it doesn't have to be, as it is "not entirely destructive and often contains the seeds of great opportunity."

BOOK REVIEW:

EXAMPLE:
Eddie Edison
BIBL 101
Module One
Book Review
January 1, 2020

Organizational Culture and Leadership by Edgar Schein. San Francisco: Jossey-Bass, 2010. 400 pages. Reviewed by Eddie Edison

Organizational Culture and Leadership by Edgar Schein, a Sloan Professor of Management Emeritus at the Sloan School of Management at the MIT, is one of the most influential management books of all-time. This book explains what culture is, how it affects the organization, how to understand and decipher it and how to act on it with culture change. Part one provides the foundation for the rest of the book, defining organizational culture and other types of culture. It also describes Schein's three levels in which organizational culture is represented in organizations: artifacts, beliefs and values, and assumptions. Part two explores different dimensions of culture, including organization and national culture. Part three looks at culture over time, beginning with how culture evolves in new groups and at the different stages of organizations. Parts four and five focus a more on the leadership role in evolving and changing the organizational culture.

The greatest strength of this book was Schein's identification of three levels of culture: artifacts *(visible)*, espoused beliefs and values *(may appear through surveys)*, and basic underlying assumptions *(unconscious taken for granted beliefs and values these are not visible)*. The biggest weakness for me was that it was written in such a lengthy, technical sense that it made it a difficult read. However, I learned how to identify better culture, which is helpful when considering potentially making changes to culture. In applying what I learned in my ministry context, I would start by going throughout my church and assessing the "artifacts" on display, determining if the "espoused beliefs and values" of the leaders match up with the congregation, and examining the "basic underlying assumptions." While it's not book written, per se, for ministry or ministers, I believe every leader should read this book because it provides thought-provoking insight into an organizational culture; thoughts which may save a leader from making elementary mistakes, especially when entering into a new leadership position.

MODULE FOUR:

RESEARCH SUMMARIES:

EXAMPLE:

Eddie Edison
BIBL 101
Module Four
Research Article Summaries
January 1, 2020

JOURNAL ARTICLE SUMMARY #1:
Bailey, Ginnie. "Marital Discord As Pathway to Healing and Intimacy, Utilizing Emotionally Focused Couples' Therapy", *Journal of Pastoral Counseling.* 2002, Vol. 37, p. 88-100.

In *Marital Discord As Pathway to Healing and Intimacy, Utilizing Emotionally Focused Couples' Therapy*, Ginnie Bailey looks at repeated patterns of blaming, conflict, and marital dissension as being linked to the childhood wounds of both partners. To bolster her proposal, Bailey cites Richard Alperin who believes all people desire intimacy in marriage, only to experience its elusiveness.

Bailey notes various theoretical frameworks that provide insight to how childhood experiences impact relationships including the Object Relations Theory, Attachment Theory, and Bowenian Theory. All these theories support the fact that childhood trauma, abuse, and experiences impact one's ability to achieve intimacy. Emotionally Focused Therapy *(EFT)* asserts emotions are the key to the pain, as well as the healing. Blocking or avoidance of problems can lead to significant problems in the future. Therefore, she explores various means of helping married couples understand their emotions and properly communicate through them. EFT employs five processes for change: 1) Synthesizing emotion; 2) Evocation of emotion; 3) Emotional restructuring; 4) Accessing state-dependent core beliefs; and 5) Modification of primary emotional responses.

Bailey believes couples that are willing to scrutinize past emotional experiences can learn from them and discover how they have led to specific patterns in their marriage relationship.

MODULE FIVE: These posts were based upon the book *Organizational Culture and Leadership* by Edgar Schein. All social media posts can deal with only one concept or you can choose to do something different with each.

EXAMPLE:
Eddie Edison
BIBL 101
Module Five

Social Media Assignments
January 1, 2020

TWITTER POST
Edgar Schein concluded one's organizational culture can be seen through what leaders pay attention to and how they allocate resources.

FACEBOOK POST
If you want to discover your organizational culture, simply find out what the leaders are paying attention to and how they are spending their resources. Time and money are the unspoken indicators of what people really care about. If people looked at your life today, what would they identify as your personal "culture"?

BLOG POST
What is culture? Some think of culture as being a system of knowledge shared by a large group of people. Others see culture as the sum of learned behaviors that drive people to act a certain way. One thing is certain: No matter how you define it, we all are a part of a culture. It's in our families, our neighborhoods, our places of employment, and even our churches.

Whoa, our churches? What would happen if someone stopped you right now and asked the question: "What is the culture of your church?" How would you respond? Would you even know what they meant?

Let me give you a little tip: There are two things that can help you and others easily identify the culture of your church: First, you need to identify the things that your leaders are paying attention to. In my church, we love missions. We have ten mission trips every year and a month doesn't go by without a missionary coming in and sharing their stories. Our leaders are paying attention to missions and we notice.

Secondly, to discover your church's culture find out where your resources are being spent. You know, our church gave 21% of all income last year to missions. We have regular missions' dinners and even take up monthly missions' offerings. Our leaders have even made some HUGE personal sacrifices for missions.

So, as you can see: If someone asks me what the culture of our church is, I can say we have a missions' culture because it's what our leaders are paying attention to the most and it's seen in how we spend our money. Now, take it a step further and ask yourself: What would others says is my personal culture?

YOUTUBE/VIMEO POST
This is the written script. You will need to film and upload your video to YouTube or Vimeo. You are not required to have a written script, as this will not need to be turned in. In fact, we prefer you speak from the heart regarding the topic.

As I was reading *Organizational Culture and Leadership* by Edgar Schein, his definition of the three levels of organizational culture helped me better understand the concept of culture within an organization. Many times the underlying assumptions within a culture direct what leaders do and how the community responds. The ability of a leader to properly assess, and respond to, the organizational culture can meaningfully impact their ability to fulfill their role in leading other followers toward a common goal.

Schein's first level of organizational, *Artifacts*, is "the phenomena that one sees, hears, and feels when one encounters a new group with an unfamiliar culture." Artifacts are just "things" to most people like pictures of former leaders on a wall or the placement of a church pulpit. However, to some those items are "sacred." So here's a word of caution: Leaders need to be very careful before they just start removing things that appear meaningless because they may be very meaningful. Go through your church this week and look for these artifacts.

Level two, *Espoused Beliefs and Values*, "originate through a process where persons agree with a recognized leader with what ought to be done, act on that approach and, finding that the approach is successful, incorporate the approach or belief as a part of the organizations 'way of doing things'." Just because a leader champions certain values does not mean that the people in the church personally embrace these beliefs. It is possible they may be acting out of loyalty to a leader or out of a reason of selfish ambition. Ask yourself: Are the values of the leaders of your church really the values of the people? If they are not, should they be and how can change start with you?

Level three, the *Basic Underlying Assumptions*, are "the implicit assumptions that guide behavior, that tell group members how to perceive, think about, and feel about things." These assumptions form the worldview of the group and become a filter for real action. For instance, if your church invests in missions regularly then they are communicating to you that missions should be important in your life. They may or may not state it, but they will live it out as it becomes engrained in their minds.

Knowing Schein's three levels of organizational leadership are important for leaders because it can help them lead better, even avoiding some major problems down the road. However, it can also help a community of people learn to serve alongside of one another better and value the things your leaders value. Face it: If you can't value what your leaders do, then you probably shouldn't be there. After all, they are the leaders and you and I have been called to follow.

DISCUSSION BOARD POST

I believe the two most important actions when embedding a new organizational culture into an old culture is, first, what leaders pay attention to and, second, how they allocate resources. Edgar Schein wrote, "The most powerful mechanisms that founders, leaders, managers, and parents have available for communicating what they believe in or care about is what they systematically pay attention to." *(Schein 237)* The word *systematically* infers there is intentionality to the process that recognizes the work being

done and has a plan for rewarding it. Consistency in the behavior of the leaders is essential. “If leaders send inconsistent signals in what they do or do not pay attention to, this creates emotional problems for subordinates.” *(Schein 241-242)* Furthermore, this systematic approach will help clarify expectations and lead to fewer inferences being read into what was not said.

The allocation of resources is also crucial in embedding a new culture. “How budgets are created in an organization reveals leader assumptions and beliefs.” *(Schein 245)* Budgets disclose biases and help direct the mission and workflow of an organization, giving it either freedom or bringing restraint. A leader’s words regarding mission are not as influential as are his actions in spending.

Schein, Edgar H. *Organizational Culture and Leadership*. 4th ed. The Jossey-Bass Business and Management Series. San Francisco: Jossey-Bass, 2010.

DISCUSSION BOARD RESPONSE

Tommy,

You made two statements that stood out to me as I read your post. First you wrote, “Actions are made from philosophies and beliefs about people in and outside of the organization, the organization, and the person(s) making the decisions.” What leaders believe about people will certainly affect their philosophies and beliefs and, ultimately, determine culture. “If leaders start with assumptions that people are basically lazy and passive, that people have no concern for organizations or causes above and beyond themselves, they will inevitably create organizations that will become self-fulfilling prophecies.” *(Schein, 367)* If a leader has a “*fractured relational lens*”, they may look for people to fail. Conversely, if they have a positive vision, the bar of expectation is raised, and productivity is increased.

Secondly, you wrote regarding the primary embedding mechanisms, “These allow people to feel safe thus freeing them to be successful.” Schein’s example of Apple’s mentality that people were “in a project, not a job,” and they were free to do their “own thing” gave employees permission to succeed, and fail. *(Schein, 182)* This philosophy, again, goes back to promoting a culture centered on people, rather a product or personality.

Respectfully submitted,
Eddie Edison