

**WA213 Technology in Ministry**  
**Eugene Bible College**  
**Spring Term 2009**  
Mon., Wed., and Fri. 2:00-2:50am

**Instructor:** Brad Copp 510-4768, bradcopp@ebc.edu

**College Mission Statement:**

The mission of Eugene Bible College is to glorify God through Biblically based college education that disciples and equips servants of Jesus Christ to become life-long learners who offer effective and relevant Spirit-filled ministry and leadership in the Church and the world.

To fulfill its mission Eugene Bible College is committed to these goals:

- Cultivate a dynamic campus environment in which spiritual, educational and social growth flourish together
- Provide a quality education that complements intellectual challenge and stimulation with practical application
- Develop students with personal integrity and Christian character while they acquire ministry and leadership skills.
- Produce graduates who will go forth from their college experience equipped and committed to a lifetime of talking the person and message of Jesus Christ to the world.

**College Academic Outcomes**

The College academic programs exist to encourage and facilitate students in the development of:

- Leadership potential and effectiveness
- Mental discipline and intellectual capacity that will shape and guide their life and work
- Tools and attitudes conducive to Spirit-filled ministry
- Effective communication tools for life and ministry
- Awareness of the world in which evangelism and ministry will occur
- Clarity regarding the philosophical foundations of ministry

**Worship Arts Program Mission Statement and Objectives**

To train men and women for effective worship leadership in the church through appropriate academic preparation and the development of Biblical worship skills and values.

Through the Worship Arts program the College proposes to provide a learning environment, tools, and processes by which students become enabled to –

- Understand the Biblical foundation for worship in the church
- Develop and articulate a Biblically based worship philosophy
- Demonstrate leadership characteristics in personal life and ministry
- Have gained skills for organizing, planning, and directing a worship program in an atmosphere of creative expression
- Articulate, understand, and demonstrate the significance of drama, music, and technology in Biblical worship.
- Understand the technical components in providing for the audio and visual aspects of worship and have the skills and abilities to organize and manage the audio and visual aspects of worship.

## Course Objectives

As a result of this course, the student should be able to:

1. understand the role of tech ministry in the wider mission of the church
2. operate and troubleshoot a basic sound system and oversee a sound ministry
3. design and create a software based presentation that creatively, effectively and appropriately connects the message with the context
4. have knowledge and skills to produce a video presentation concentrating on the composition, filming and editing processes
5. make a multi-track audio recording
6. recruit, train and oversee a tech team ministry
7. have exposure to various other technologies used for worship and a framework with which to integrate new technologies as they arise.

## Course Description

“This course will introduce the student to the technical aspects of the worship and ministry environment. These include the mission of media, sound reinforcement systems, audio recording, software presentation, video production, leading tech teams, and a variety of other technologies.

Prerequisite: WA131 for Worship Arts Majors only”

## Course Textbooks

Jewell, John P. Wired for Ministry, Grand Rapids, Brazos Press, 2004.

Eiche, Jon F., Guide to Sound Systems for Worship, Hal Leonard, 2001.

[This book is not required, but highly recommended, especially for future reference. The bookstore is stocking a few copies for your convenience.]

## Course Requirements

1. **Class attendance-** Student is to be present, to be on time, and to actively participate in class discussion. See EBC attendance policy below.
2. **Reading and Reporting**
  - a. **Reading of Course Textbook-** Student is to read the assigned pages (see course schedule) before class period to get the most out of the discussions. Students will choose two chapters and write a reading report on them. The report will include a summary of the chapter and a description of how the student plans to use the information in ministry. Students will also indicate in writing the percentage of all the assigned reading they have completed. The student may also be held accountable for the reading by occasional pop quizzes. **Reading Report Due Wednesday, June 10.**
  - b. **Reading of Required Web Articles-** Student is to read the assigned articles listed in the course Bibliography (see course schedule) before class period to get the most out of the discussions. There is a hardcopy of the articles in the library and links to the articles on the website. Students will choose two articles and write a reading report on them. The report will include a summary of the article and a description of how the student plans to use the information in ministry. Students will also indicate in writing the percentage of all the assigned reading they have completed. The student may also be held accountable for the reading by occasional pop quizzes. **Reading Report Due Wednesday June 10.**
  - c. **Reading of supplemental Articles-** There is a folder in the library which contains many excellent tech related articles. Student is to choose a minimum of 30 pages from any of these articles or other tech related articles approved by the instructor. Students will write a reading report on them. The report will include the bibliographic information (including number of pages), a summary of the article and a description of how the student plans to use the information in ministry. **Reading Report Due Wednesday June 10.**
3. **Technology manual-** Student is to write a technology manual in five parts.
  - a. **Mission Document-** Write a mission statement and objectives for a media/tech team in a technologically savvy local church. This should include the purpose/mission of the technology ministry, how it fits into the larger church mission (and God's purposes in general) and the ways the tech ministry will seek to fulfill that mission. **Due Friday Apr.24**
  - b. **Troubleshooting guide-** Write a troubleshooting guide for a typical sound system. At minimum, this should cover no-signal and feedback. It should be arranged as a typical troubleshooting guide (e.g. 'This is what you should check first, if this happens, then this; this is what you should check next, etc.). Most electronic devices have troubleshooting sections in their manuals which may be used as a guide for layout. **Due Friday May.1**
  - c. **Product Research-** Research at least four presentation softwares and report on which you would purchase for your church and detailed reasons for your decision. This may include reasons why you did not choose other softwares. **Due Friday May 15**

- d. **Church Technology Critique-** Observe and critique the tech component of a church service that uses a variety of technologies. This includes a description of what was done, how it integrated with the overall purpose of the service and your assessment of it (what you liked and what could have been better, giving reasons for both). **Due Friday May 29**
4. **Technology portfolio-** Student is to create a technology portfolio of their own work in various technologies
- a. **Chapel Sound Ministry-** Run the sound system in a chapel rehearsal and EBC chapel (this includes setup and teardown) and write a short report on the experience (what you did, your assessment of how well you did, and what you learned). **Due Friday June 5**
- b. **PowerPoint Presentation-** Create a PowerPoint [or software of your choice] presentation for a typical church service, including song lyrics, announcements, and teaching/preaching aids (notes/illustration etc.). **Due Friday May 29.**
- c. **Video Announcement-** Shoot and edit together a 60 second (must be exactly 60) video for an announcement. This should include video clips you have shot edited together with any combination of background music, stock video footage, pictures, title animation, software presentation slides, etc. **Due Wednesday June 10**
- d. **Audio Recording-** Record and Mix a tune with a minimum of four tracks and one effect. **Due Wednesday June 10**
- e. **Light Programming-** Program and execute at least three scenes on the EBC light board including at least one cross-fade and one flash. **Due Friday May 22**

## Course Evaluation

|                                             |     |            |
|---------------------------------------------|-----|------------|
| Reading and Reporting                       |     | 15%        |
| Textbook Reading and Reporting              | 5%  |            |
| Required Articles Reading and Reporting     | 5%  |            |
| Supplemental Articles Reading and Reporting | 5%  |            |
| Technology Manual                           |     | 35%        |
| Mission Document                            | 15% |            |
| Troubleshooting Guide                       | 10% |            |
| Product Research                            | 5%  |            |
| Church Tech Critique                        | 5%  |            |
| Technology Portfolio                        |     | 50%        |
| Chapel Sound Ministry                       | 10% |            |
| PowerPoint Presentation                     | 10% |            |
| Video Announcement                          | 10% |            |
| Audio Recording                             | 10% |            |
| Light Programming                           | 10% |            |
|                                             |     | <hr/> 100% |

## Course Calendar:

| Date                                                                                                          | Monday                                            | Wednesday                                  | Friday                                                                                            | Reading                                         |
|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------|--------------------------------------------|---------------------------------------------------------------------------------------------------|-------------------------------------------------|
| Wk.1<br>Mar 30 -<br>Apr. 3                                                                                    | Registration<br>NO CLASS                          | Course Intro<br>Syllabus etc.              | Developing a<br>Mission for<br>Technology                                                         | Jewell<br>Forward,<br>Introduction,<br>chs. 1-2 |
| Wk.2<br>Apr.<br>6-10                                                                                          | Developing a<br>Mission for<br>Technology         | Developing a<br>Mission for<br>Technology  | Sound System<br>Components                                                                        | Articles *1*<br>and *2*                         |
| Wk.3<br>Apr.<br>13-17                                                                                         | Sound System<br>Components and<br>Troubleshooting | Sound System<br>Troubleshooting            | Music Synthesis<br>and MIDI                                                                       | Articles *3*<br>and *4*                         |
| Special Sound Training Session at AGI. Date and Time TBA                                                      |                                                   |                                            |                                                                                                   |                                                 |
| Wk.4<br>Apr.<br>20-24                                                                                         | Recording<br>Technology                           | Recording<br>Technology                    | Video System<br>Components<br>Staging<br><b>Mission<br/>Document Due</b>                          | Jewell<br>chs. 3-5                              |
| Wk.5<br>Apr. 27-<br>May 1                                                                                     | Power Point                                       | Power Point                                | Power Point<br><b>Troubleshooting<br/>Guide Due</b>                                               | Jewell<br>chs. 6-8                              |
| Special Recording Training Session at Brad's House: Date and Time TBA                                         |                                                   |                                            |                                                                                                   |                                                 |
| Wk.6<br>May<br>4-8                                                                                            | Power Point                                       | Lighting for Stage<br>and Video            | Shooting Video                                                                                    | Articles *5*<br>and *6*                         |
| Wk.7<br>May<br>11-15                                                                                          | Video Editing                                     | Spiritual Growth<br>Conference<br>NO CLASS | Video Editing<br><b>Product<br/>Research Due</b>                                                  | Articles *7*<br>and *8*                         |
| Wk.8<br>May<br>18-22                                                                                          | Video Editing                                     | OPEN PERIOD                                | Web technology<br><b>Light<br/>Programming<br/>Due</b>                                            | Jewell<br>chs. 9-10                             |
| Special Session Tour of ECF and First Baptist Date and Time TBA                                               |                                                   |                                            |                                                                                                   |                                                 |
| Wk.9<br>May<br>25- 29                                                                                         | Memorial Day<br>NO CLASS                          | Building a Tech<br>Team                    | Building a Tech<br>Team<br><b>PowerPoint<br/>Presentation<br/>Due<br/>Church Critique<br/>Due</b> | Jewell<br>chs. 11-13                            |
| Wk.10<br>June 1-5                                                                                             | Buying Tech<br>Tools                              | OPEN PERIOD                                | OPEN PERIOD<br><b>Chapel Sound<br/>Report Due</b>                                                 | None                                            |
| Final Exam on Wednesday June 10 at 1 p.m.<br><b>Reading Reports, Audio Recording, Video Announcements Due</b> |                                                   |                                            |                                                                                                   |                                                 |

# Course Bibliography-

## Technology in Church

- Jewel, John P., New Tools for a New Century, Nashville, Abingdon, 2002.
- , Wired for Ministry, Grand Rapids, Brazos Press, 2004.
- Muggeridge, Malcolm, Communicating for Life- Christian Stewardship in Community and Media, Grand Rapids, Baker Book House, 2000. **261.52 S376c**
- Schultze, Quentin, High Tech Worship?- Using Presentational Technologies Wisely, Grand Rapids, Baker Books, 2004.
- Wilson, Len, The Wired Church- Making Media Ministry, Nashville, Abingdon Press, 1999.
- Wilson, Len, and Jason Moore, Digital Storytellers- Communicating the Gospel in Worship, Nashville, Abingdon Press, 2002.
- [www.calvin.edu/minds/vol01/issue01/worship-and-technology.php](http://www.calvin.edu/minds/vol01/issue01/worship-and-technology.php) - excellent discussion of use of tech in church
- [www.churchsoundcheck.com/tpib2.html](http://www.churchsoundcheck.com/tpib2.html)- Mission statement of tech ministry
- [www.christianitytoday.com/yc/2001/003/1.12.html](http://www.christianitytoday.com/yc/2001/003/1.12.html)- integrating audio, video and lighting
- [www.tfwm.com/twm/index.html](http://www.tfwm.com/twm/index.html)- Technologies for Worship Magazine Online
- [www.christianitytoday.com/cbg/](http://www.christianitytoday.com/cbg/)- links to audio and video articles
- [www.churchmedia.net](http://www.churchmedia.net)- media for church

## Media in General

- Ford, Kevin Graham, Jesus for a New Generation, Downers Grove IL, InterVarsity Press, 1995. **259.2 F699j**
- Gibbs, Eddie, "From Living in the Past to Engaging with the Present" and "From Dead Orthodoxy to Living Faith", in Church Next, Downers Grove IL, InterVarsity Press, 2000. **262.001 G442c**
- McLuhan, Marshal, The Medium is the Message, New York, Bantam Books, 1967. **001.5 M113m**
- , Understanding Media, Boston, MIT Press, 1994.
- Muggeridge, Malcolm, Christ and the Media, Grand Rapids, Eerdmans, 1977. **261 M951c**
- Postman, Neil, Amusing Ourselves to Death, New York, Penguin Books, 1986. **302.234 P858a**
- Schultze, Quentin ed., Dancing in the Dark- Youth, Popular Culture and the Electronic Media, Grand Rapids, Eerdmans, 1991. **302.23 D173**
- , Redeeming Television, Downers Grove IL, InterVarsity Press, 1992.
- , Habits of the High-Tech Heart, Grand Rapids, Baker Book House, 2002.

## Sound Related:

- Hill, Brad, Going Digital- A Musician's Guide to Technology, New York, Schirmer Books, 1998. **780.285 H645g**
- [www.churchsoundcheck.com/mag820.html](http://www.churchsoundcheck.com/mag820.html)- an excellent list of church sound articles
- [www.prosoundweb.com/church/hands/](http://www.prosoundweb.com/church/hands/)- a list of great church sound articles
- [www.worshiptech.com/articles.htm](http://www.worshiptech.com/articles.htm)- more great articles
- [www.jdbsound.com/art/sub1.htm](http://www.jdbsound.com/art/sub1.htm)- even more great articles
- [http://www.soundcraft.com/download.asp?filename=pdf/palz/guide to mixing brochure.pdf](http://www.soundcraft.com/download.asp?filename=pdf/palz/guide%20to%20mixing%20brochure.pdf)- "a guide to mixing" brochure in pdf format.
- \*3\* [www.prosoundweb.com/install/commentary/garyz/maximize.shtml](http://www.prosoundweb.com/install/commentary/garyz/maximize.shtml)- "Maximizing Your Mix"
- [www.worshiptech.com/a27.htm](http://www.worshiptech.com/a27.htm) - using EQ
- [www.prosoundweb.com/church/bb/feedback.php](http://www.prosoundweb.com/church/bb/feedback.php)- controlling feedback
- \*4\* [www.christianitytoday.com/yc/9y4/9y4048.html](http://www.christianitytoday.com/yc/9y4/9y4048.html)- solutions to the top ten problems
- [www.prosoundweb.com/install/spotlight/bartlett/ultimate.shtml](http://www.prosoundweb.com/install/spotlight/bartlett/ultimate.shtml)- the checklist to fix sound problems
- [www.prosoundweb.com/install/cpm/mics/mics.php](http://www.prosoundweb.com/install/cpm/mics/mics.php)- all about mics
- \*1\* [www.churchsoundcheck.com/myc.html](http://www.churchsoundcheck.com/myc.html)- "Maximize your console" mixing board basics
- \*2\* [www.churchsoundcheck.com/mixtech.html](http://www.churchsoundcheck.com/mixtech.html)- how to mix sound
- [www.agiprofessional.com/](http://www.agiprofessional.com/)- Anderson Group
- [www.allprosound.com](http://www.allprosound.com) -sound reinforcement

### **Presentation Software Related:**

[www.christianitytoday.com/yc/2002/004/3.26.html](http://www.christianitytoday.com/yc/2002/004/3.26.html) - a review of many presentation softwares  
\*5\* <http://www.oxygen-multimedia.com/page/02/LAB5>  
[www.brainybetty.com/powerpointtips\\_and\\_tricks2.htm](http://www.brainybetty.com/powerpointtips_and_tricks2.htm) - 35 best tips and tricks for PowerPoint 2000  
[office.microsoft.com/en-us/training/CR061832731033.aspx](http://office.microsoft.com/en-us/training/CR061832731033.aspx) – free online PowerPoint training  
[www.songshowplus.com](http://www.songshowplus.com) - Presentation software  
[www.sundayplus.com](http://www.sundayplus.com) - Presentation software  
[www.mediashout.com](http://www.mediashout.com) - Presentation software  
[www.presentationmaster.com](http://www.presentationmaster.com) - Presentation software  
[www.digitaljuice.com/index.asp](http://www.digitaljuice.com/index.asp) - royalty free images, animations, etc.  
[www.brainybetty.com/welcome.htm](http://www.brainybetty.com/welcome.htm) - Brainy Betty, PowerPoint backgrounds, template, training, tips, etc.  
[www.powerpointbackgrounds.com](http://www.powerpointbackgrounds.com) - PowerPoint stuff  
[office.microsoft.com](http://office.microsoft.com) - PowerPoint stuff  
[www.presentationpro.com](http://www.presentationpro.com) - PowerPoint stuff

### **Video Recording/Editing Related:**

Button, Bryce, Nonlinear Editing: Storytelling, Aesthetics and Craft, C M P Books, 2002.  
\*6\* <http://midnightoilproductions.com/reading/?p=6> - using metaphor to communicate  
\*7\* <http://www.hippasus.com/resources/viscomp/index.html> - composition of visuals (Make sure you read all six sections- the six pages in the link table)  
[www.gospelspots.com/](http://www.gospelspots.com/) - Gospel Spots pre-made video clips  
[www.hippasus.com/resources/viscomp/index.html](http://www.hippasus.com/resources/viscomp/index.html) – primer on visual art composition  
[www.goshen.edu/art/ed/Compose.htm](http://www.goshen.edu/art/ed/Compose.htm) - more depth on visual art composition  
[www.lumicon.org/Institute/institute.cfm](http://www.lumicon.org/Institute/institute.cfm) - Lumicon starter presentation kits and training  
[www.midnightoilproductions.net/index.html](http://www.midnightoilproductions.net/index.html) - Midnight Oil starter presentation kits, training, and philosophy of ministry to digital culture  
[www.churchproduction.com/article.php?issue\\_path=issue\\_31\\_01-04&article\\_num=539](http://www.churchproduction.com/article.php?issue_path=issue_31_01-04&article_num=539) - the basics for a video ministry

### **Audio Recording Related:**

Borwick, John ed., Sound Recording Practice, Oxford, Oxford University Press, 1987. **621.389 S724**  
Coryat, Karl, Guerrilla Home Recording- How to Get Great Sound From Any Studio, San Francisco, Backbeat Books, 2005.  
Franz, David, Recording and Producing in the Home Studio, Boston, Berklee Press, 2004.  
Huber, David Miles and Robert E. Runstein, Modern Recording Techniques 5<sup>th</sup> ed., Boston, Focal Press, 1997.  
Owsinski, Bobby, The Mixing Engineer's Handbook, Boston, Thompson, 2006.  
<http://www.studiorecordingengineer.com/>

### **Team Related:**

[www.prosoundweb.com/install/church\\_talk/bothsides.shtml](http://www.prosoundweb.com/install/church_talk/bothsides.shtml) - relational dynamics pt. 1  
[www.prosoundweb.com/install/church\\_talk/rob/stage2\\_2.shtml](http://www.prosoundweb.com/install/church_talk/rob/stage2_2.shtml) - pt. 2  
\*8\* [www.churchsoundcheck.com/code.html](http://www.churchsoundcheck.com/code.html) - “the tech persons’ code”  
[www.churchsoundcheck.com/excellence.html](http://www.churchsoundcheck.com/excellence.html) - “called to excellence”  
[www.churchsoundcheck.com/justwhat.html](http://www.churchsoundcheck.com/justwhat.html) - job description of tech team  
[www.churchsoundcheck.com/ssgs.html](http://www.churchsoundcheck.com/ssgs.html) - “seven steps to great sound” sound ministry as a whole  
[www.churchsoundcheck.com/db3.html](http://www.churchsoundcheck.com/db3.html) - “tech team preventative maintenance”  
[www.livesoundint.com/archives/2001/mayjune/finding/finding.php](http://www.livesoundint.com/archives/2001/mayjune/finding/finding.php) - choosing tech people  
[www.churchsoundcheck.com/ttt.html](http://www.churchsoundcheck.com/ttt.html) - dealing with problems

### **Website:**

<http://ied.gospelcom.net/church-site-tips.php> – tips for effective church websites  
[http://hrr.hartsem.edu/cong/cong\\_designing\\_church\\_sites.html](http://hrr.hartsem.edu/cong/cong_designing_church_sites.html) – designing church sites  
[www.greatchurchwebsites.org/top\\_10\\_tips.php](http://www.greatchurchwebsites.org/top_10_tips.php) – top 10 tips for websites  
[http://www.church123.com/church\\_website\\_design\\_tips.htm](http://www.church123.com/church_website_design_tips.htm) – I hope this one is self explanatory

## **EBC Absence Policy:**

Regular punctual attendance is required in all classes and assembly periods. Students should not miss classes except for illness or unavoidable emergency situations. To accommodate such cases, a student may have one absence for each credit hour of the course without penalty. However, if absences for any class exceed twice the number of credit hours, the student automatically fails the class.

A student entering the class within fifteen minutes after attendance check is recorded as tardy. Every three tardy entries are counted as one absence. Work situations and other campus schedules must be held as secondary to class attendance. Students are not permitted to arrive late for class or leave early to accommodate other schedules.

## **Helpful Information**

- Your best resource for this course is the people around you. I am willing and available to help you as much as my very busy schedule will allow. Feel free to talk with me at lunch or arrange a meeting. However, your peers are an invaluable source of insight. And you will be wise to share with other students outside of class and help each other explore and develop ideas about worship, the arts, technology, and ways to reach your particular culture.
- I cannot read minds. If you don't understand something or are struggling, I want to help. But in many cases I won't become aware of the problem until it is too late. Please feel encouraged to take the initiative and approach me with questions or problems and I will do my best to help.
- In addition, I will put course material including study guides, reviews, and practice quizzes on my website. Go to my homepage and follow the appropriate link. The address is [www.bradcopp.com](http://www.bradcopp.com). The class pages are password protected. Use the username 'WA213' and the password 'wired' (without quotation marks). Please check back often as the website will be updated on a regular basis.
- The Bibliography has a wealth of resources to be explored, most of which are available through the Open Bible Resource Center (library). Be encouraged to take advantage of these resources while you are at the college.
- Just as a person with a large vocabulary can be a more eloquent speaker, I encourage you to expose yourself to a larger variety of media and styles to increase your artistic vocabulary. While bearing in mind that there are things that are not fit for a Christian conscience (or even in some cases fit for human consumption) I Cor. 6:12, I suggest that you listen to music, watch TV and movies, and explore what experts in the field are doing with an eye to learn from the way they use technology to enhance their message. Explore what it is that makes it good and what you can use in your own ministry.
- In order to prepare yourself for life beyond EBC, I will expect you to exercise self-discipline, initiative, and time management in fulfilling course requirements. I realize that there are many requirements put on you by this college, work and life in general. Therefore, I encourage you to immediately begin good study, planning, time management and organization habits (The library has some excellent resources if you need help in this area- please ask the librarian, the website also has study skills resources). This includes being self-motivated and working without supervision. This includes keeping a calendar of assignment due dates and planning ahead times to complete the assignments accordingly. I highly recommend starting early and staying ahead of reading and project planning because the last minute will be filled with many other details. Planned times of rest, relaxation and fun (Sabbath) should be an important part of you schedule, but should not crowd into times set aside for work.
- Finally, do not lose God in the process of education. Take advantage of the College Student Ministry and Discipleship. Take time to interact with Jesus about every part of your life. Specifically, invite the Lord to teach and lead you in His ideal Worship Technology philosophy and practice for your life and the calling He has given you. I hope that you learn to rely on Him for the strength to learn and grow and fulfill all of the expectations placed on you at EBC. "Do not pray for easy lives; pray to be stronger people! Do not pray for tasks equal to your powers; pray for powers equal to your tasks. Then the doing of your work shall be no miracle, but you shall be a miracle. Every day you shall wonder at yourself, at the richness of life which has come to you by the grace of God." Phillips Brooks.