



Program Overview and Research Writing PDWS8201

**New Orleans Baptist Theological Seminary
Professional Doctorate Program
Fall 2026: August 10-11, 2026
Main campus with NOLA2U Availability**

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Mission Statement

New Orleans Baptist Theological Seminary and Leavell College prepare servants to walk with Christ, proclaim His truth, and fulfill His mission.

Course Design:

This workshop is an overview of professional doctoral programs and an introduction to research writing. It is designed to guide students intentionally planning their entire program and to orient them to research/writing skills in preparation for their remaining seminar work and the project in ministry. This workshop must be taken during a student's first semester in the program.

Student Learning Outcomes

At the conclusion of the course, the student should be able to:

1. Clearly explain the NOBTS Professional Doctoral Programs.
2. Discuss goals for his/her DMin or DEdMin Program and explain how those goals fit into his/her present ministry and future ministry plans.
3. Describe in detail a plan to complete his/her DMin or DEdMin Program.
4. Effectively utilize Turabian (9th ed.) as a stylistic guide for research writing.
5. Demonstrate basic writing skills.

Textbooks

Books may be ordered from your choice of bookstores or online sources. Handbooks are available for download on the Professional Doctoral Program Website. <http://www.nobts.edu/cme/current-students/resources.html>

Turabian, Kate L. *A Manual for Writers of Term Papers, Theses, and Dissertations*, 9th ed. Chicago: University of Chicago Press, 2013. ISBN: 978-0226430577

Wilson, Jim and Earl Waggoner. *A Guide to Theological Reflection*. Grand Rapids: MI: Zondervan Academic. 2020 ISBN: 978-0310093930

Doctor of Ministry Handbook or *Doctor of Educational Ministry Handbook* available in the Current Students section of the ProDoc website

Recommended Textbooks

Booth Wayne C., Gregory G. Colomb, and Joseph M. Williams. *The Craft of Research*. 4th ed. Chicago: University of Chicago Press, 2016. ISBN: 978-0226239736

Course Teaching Methodology

The course will involve the following methodologies:

1. Presentation. The professor and guest lecturers will guide the students to an understanding of the components of both the NOBTS Professional Doctoral Programs (DMin/DEdMin) and basic research writing skills.
2. Group Discussion. Students will dialogue about the Professional Doctoral Programs and their relationship to their respective ministries.
3. Individual Assignments. The students will complete assignments related to the philosophy of the Professional Doctoral Programs, research writing, and the study of Turabian as a stylistic guide.

Course Requirements

1. **Program Handbook Reading:** Each student will read thoroughly the *Doctor of Ministry Handbook* or the *Doctor of Educational Ministry Handbook* (whichever is applicable) and be prepared to discuss it during all workshop sessions. The handbooks may be downloaded from the ProDoc website (www.nobts.edu/cme). Indicate completion of this assignment in Canvas.
2. **QQTP (Questions, Quotes or Talking Points).** Students will read *A Guide to Theological Reflection* and submit 10 annotated Questions, Quotes or Talking Points from the book. An "annotation" is a brief paragraph (3-5 sentences) describing the significance or application of the QQTP. Parenthetical citations from the text are permitted for this assignment. You will post the paper in Assignments (in Canvas). A header with name, seminar, assignment, and date is acceptable (rather than a title page.)
3. **Writing Textbook and Style Guide:** Review and be prepared to discuss *A Manual for Writers of Term Papers, Theses, and Dissertations* (Give particular attention to chapters 20-25), the *NOBTS Writing Style Guide*, and resources on the website. Students should be familiar with the fundamentals of academic writing by the first workshop session. <https://www.nobts.edu/resources/pdf/writing/StyleGuide.pdf>
4. **Intentional Plan for Completing the Degree:** Each student will submit a 4-6 page (typed, double-spaced) paper describing an intentional plan for the completion of the

Professional Doctoral Program. Components of the paper should include: (1) the relationship of the program and your specialization to current and future ministry; (2) two or three personal growth goals; (3) several seminars you might like to take and a rationale for each; (4) two to three possible project in ministry ideas; and (5) a tentative time schedule for anticipated completion of the program.

First person may be used, but otherwise the **NOBTS Style Guide** should be followed. Do not use chapter headings but instead use subheadings (Turabian A.2.2.4). The Intentional Plan is due by the day of the workshop and can be submitted through Canvas. A confirmation the student has read the entire handbook is in Canvas as well.

5. **Post-Seminar Assignments:** The professor will make a post-seminar assignment at the workshop. The assignment pertains to your degree completion plan. You are expected to complete all the modules/assignments before a grade is assigned.

Evaluation of Grade

An evaluation of PASS or FAIL is granted for all Professional Doctoral workshops and will be determined jointly by the professors using the following criteria:

1. The student completes all course assignments according to schedule and in a manner reflective of doctoral-level work.
2. The student attends and actively participates in all workshop sessions with a positive and enthusiastic attitude.
3. The student demonstrates a grasp of the make-up of the Professional Doctoral programs and a working knowledge of basic research writing skills.
4. NOTE: Some students who demonstrate inadequate research writing skills may be required to get additional help prior to the project in ministry stage of their program.

Course Schedule

The seminar will meet from **1:00 pm until 7:00 pm (Central time) on Monday, August 10, 2026.**

The workshop will work straight through with a supper break occurring AFTER the session.

The workshop will also meet from **8:00 am until 3:00 pm (Central Time) on Tuesday, August 10, 2026,** including a Lunch Break.

A more precise schedule will be available on or before the first day of the workshop.

Learning Management System (Canvas)

Note to All Students: Canvas instructions will be reviewed during the workshop presentations. You will be enrolled in the Canvas class before the program overview workshop. Pre-assignments should be submitted on or before the first day of class. Post-assignments should be submitted through Canvas on or before the assignment due date.

Student Canvas Resources:

Student Guide to Canvas:

<https://community.canvaslms.com/t5/Student-Guide/tkb-p/student>

Canvas Tutorial Videos:

<https://community.canvaslms.com/t5/Video-Guide/tkb-p/videos#student-videos>

Attendance Policy

Students are expected to attend and participate in the class sessions according to the formats offered. Any student missing more than nine hours, unless amended by a non-traditional class format, may receive an automatic grade of "F" for the course. Three tardies will count as one absence.

If you are taking this course as a NOLA2U Live student, please note the following attendance policies:

1. The course on the New Orleans campus will be connected synchronously via Web conferencing with Internet students. These courses will require attendance at the stated class meeting times.
2. Students are only allowed to miss the amount of class time specified in the NOBTS attendance policy as stated in this syllabus.
3. Technical issues will not be considered a valid reason for missing a class session.

Technical Assistance

Here is the contact information for the ITC support team, who are to help you with your NOBTS/LC technical questions/issues/support requests:

1. ITCSupport@nobts.edu - Email general technical questions/support requests. If you are not sure who to contact, use this email address!
2. Selfserve@nobts.edu - Email technical questions/support requests with the Selfserve.nobts.edu or My.nobts.edu site (Access to online registration, financial account, online transcript, etc.)
3. Canvas@nobts.edu - Email technical questions/support requests with the NOBTS Canvas Learning Management System, Canvas.nobts.edu site, / nobts.instructure.com.
4. VCHelpDesk@nobts.edu - Email technical questions/support requests with NOBTS Microsoft Teams (Flex & Live classes)
5. [504.816.8180](tel:504.816.8180) - Call for any technical questions/support requests. (Currently available Mon, Tues & Thurs 7:30am-7:00pm, Wed 7:30am-6:00pm & Fri 7:30-12:00pm Central Time) www.NOBTS.edu/itc/ - General NOBTS technical help information is provided on this website.

Disability Accommodations

Accommodations for students with disabilities are determined and approved by the Assistant Dean of Students for Student Affairs. If you, as a student, believe you are eligible for accommodations but have not obtained approval please contact Conner Hinton immediately

at chinton@nobts.edu or 504-816-8246. Students must complete the Accommodation Request Form and provide documentation of their disability. The Assistant Dean of Students notifies students and faculty members of approved academic accommodations and coordinates implementation of those accommodations. While not required, students and faculty members are encouraged to discuss details of the implementation of individual accommodations. The seminary reserves the right to consider each request for special accommodations on a case-by-case basis pursuant to the criteria enumerated above.