WAU: RELP 220 Knowing and Sharing Christ
Self-Paced Courses
This course follows a self-paced online format. You have 180 days from your selected start date to complete the course. The last day to withdraw with a full refund is 15 days after your start date.

Instructor Contact
Please refer to course in Learning Hub for the teacher contact information.

Communication with the Instructor
It is important to remember that while the Internet is available 24 hours a day, your instructor is not. You can expect that your instructor will respond to e-mail message to you within 2 business days during the week and may not be available to respond on weekends.

Other Assistance
<table>
<thead>
<tr>
<th>Service</th>
<th>Contact Information</th>
<th>Phone</th>
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</thead>
<tbody>
<tr>
<td>Username and password assistance</td>
<td><a href="mailto:helpdesk@andrews.edu">helpdesk@andrews.edu</a></td>
<td>(269) 471-6016</td>
</tr>
<tr>
<td>Enrollment and cancellations</td>
<td><a href="mailto:sderegister@andrews.edu">sderegister@andrews.edu</a></td>
<td>(269) 471-6323</td>
</tr>
<tr>
<td>Bookstore</td>
<td><a href="http://bookstore.mbsdirect.net/andrews.htm">http://bookstore.mbsdirect.net/andrews.htm</a></td>
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<tr>
<td>Technical assistance with Learning Hub</td>
<td><a href="mailto:dlit@andrews.edu">dlit@andrews.edu</a></td>
<td>(269) 471-3960</td>
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<tr>
<td>Technical assistance with your Andrews account</td>
<td>andrews.edu/hdchat/chat.php</td>
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<tr>
<td>Exam requests</td>
<td><a href="mailto:sdeexams@andrews.edu">sdeexams@andrews.edu</a></td>
<td>(269) 471-6566</td>
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<tr>
<td>Student Services Support &amp; FAQ</td>
<td><a href="http://www.andrews.edu/distance/students/">www.andrews.edu/distance/students/</a></td>
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</tr>
</tbody>
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Any other questions: sde@andrews.edu, (800) 782-4769 or (269) 471-6570

Part 1: Course Information

Course Description
Washington Adventist University
Explores how Christians can better understand their faith in Christ and comfortably share it in the context of today’s busy, multi-faith society. The course will help students discover powerful motives and effective, easily-implemented strategies that will enable them to communicate the gospel actively in ways that are compatible with their personality and abilities.

Course Learning Outcomes
- To enable students to develop a deeper spiritual relationship with Jesus Christ as both Lord and Savior.
- To explore the concept of witnessing in the book of Acts.
- To understand the relationship between faith and culture.
- To understand the doctrine of spiritual gifts.
- To understand Christian witness as a lifestyle.
- To explore approaches to mission.
- To begin developing a set of Bible studies that can be shared easily.
• To be able to give an effective personal testimony and reason for your faith.
• To understand and apply the dynamics of getting decisions for Christ and His Church.

**Required Text/Material**
The Bible.

**Credit Hours and Commitment**
This course is offered for 3 semester credits; therefore it is expected that you will spend 135 hours total on this course. This course has 12 assignments. Budget 11 hours for studying and preparing for each assignment or exam.

**Part 2: Course Methods and Delivery**

**Course/Technical Requirements**
• Internet connection (DSL, LAN, or cable connection desirable).

**LearningHub Access**
This course is delivered online through LearningHub at [http://learninghub.andrews.edu](http://learninghub.andrews.edu)

Your username and password are your Andrews username and password. You need to activate your username and password to access LearningHub.

Please do this online here: [https://vault.andrews.edu/vault/pages/activation/information.jsp](https://vault.andrews.edu/vault/pages/activation/information.jsp) if you haven’t already. (269) 471-6016 or email helpdesk@andrews.edu if you need assistance.

If you need technical assistance at any time during the course, or to report a problem with LearningHub, please email dlit@andrews.edu or call 269-471-3960.

**Part 3: Course Requirements**

**Important Note:** Activity and assignment details will be explained in detail within each learning module. If you have any questions, please contact your instructor.

**Your Schedule**
In Learning Hub, you will access online lessons, course materials, and resources. This course is
self-paced. You must complete the course within 180 days. This is the Consortium policy. You may have a stricter deadline imposed by graduation, financial aid, or other restrictions.

Start by creating a schedule for completion of the course.
- Determine your deadline. Do you need a transcript sent to your home institution?
- Working from your deadline, count backwards. Allow 2 weeks after you take your final exam for your final grade to be calculated. Allow another 2 weeks for the transcript to be processed and sent.
- Now use the suggested schedules to create a schedule for yourself that ensures completion 4 weeks before your deadline.

Submit your course plan to your instructor within Learning Hub AND discipline yourself to make regular progress.

**Completing Assignments**
All assignments for this course will be submitted electronically through Learning Hub unless otherwise instructed. Assignments and exams must be completed within 6 months of course registration date. This timeframe is subject to change depending on deadlines set by your home institution.

**Critical Reviews**
Write a two-to-three page book review on each of the books assigned. In your reviews, identify the main points the author is making and explain how you believe the book will or will not be useful.

**Bible Study Online**
Each student will develop ten (10) bible study outlines on topics related to Christian teaching or basic doctrines of the Seventh-day Adventist Church. The outlines should be well thought out, approximately two pages long, and presented so that they could be shared with someone.

**Observation Report**
Each student will have to observe two witnessing situations and write a report on what he or she has observed. The witnessing situations can include:
- Home Bible study
- Prayer meeting/small group Bible study
- Sabbath school class
- Personal visitation
- Another group/visitation idea

**Part 4: Grading Policy**

**Graded Course Activities**
Your final grade will be the result of three components: Critical Reviews (50%), Bible Study Outlines (40%), Observation Report (10%). You will need to complete every Assignment before a grade can be issued.
Viewing Grades in Learning Hub
- Click into the course.
- Click on the Grades link in the Settings Box to the left of the main course page.

Letter Grade Assignment

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<tr>
<th>Letter Grade</th>
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<tr>
<td>A-</td>
<td>90-92%</td>
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<tr>
<td>B+</td>
<td>88-89%</td>
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<tr>
<td>B</td>
<td>83-87%</td>
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<tr>
<td>B-</td>
<td>80-82%</td>
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<td>C+</td>
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<tr>
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<tr>
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<td>70-72%</td>
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<tr>
<td>D</td>
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<tr>
<td>F</td>
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Part 5: Course Policies

Withdrawal and Incomplete Policies
The current withdrawal policy can be found online at http://www.andrews.edu/distance/students/withdrawal.html. The incomplete policy is found online at http://www.andrews.edu/weblmsc/moodle/public/incompletes.html.

Maintain Professional Conduct Both in the Classroom and Online
The classroom is a professional environment where academic debate and learning take place. Your instructor will make every effort to make this environment safe for you to share your opinions, ideas, and beliefs. In return, you are expected to respect the opinions, ideas, and beliefs of other students—both in the face-to-face classroom and online communication. Students have the right and privilege to learn in the class, free from harassment and disruption.

Academic Accommodations
Students who require accommodations may request an academic adjustment as follows:
1. Read the Andrews University Disability Accommodation information at https://www.andrews.edu/services/sscenter/disability/
2. Download and fill in the disability form at http://www.andrews.edu/services/sscenter/disability/accommodationsreqform.pdf. Preferably type answers. To save a digital copy, 1) print to file and save or 2) print and scan. Email the completed form and disability documentation (if any) to success@andrews.edu or fax it to 269-471-8407.

3. Email sdestudents@andrews.edu to inform the School of Distance Education that a disability has been reported to Student Success.

Commitment to Integrity
As a student in this course (and at this university) you are expected to maintain high degrees of professionalism, commitment to active learning and participation in this class and also integrity in your behavior in and out of the classroom.

Honesty
Using the work of another student or allowing work to be used by another student jeopardizes not only the teacher-student relationship but also the student’s academic standing. Lessons may be discussed with other students, tutors may help to guide a student’s work, and textbooks, encyclopedias and other resource materials may be used for additional assistance, but the actual response must be the student’s own work.

Exams must be completed in the presence of an approved supervisor without the assistance of books, notes, devices or outside help unless otherwise specified in the exam directions. The student should have no access to the exam either before or after it is taken. A student who gives information to another student to be used in a dishonest way is equally guilty of dishonesty.

Any violation of this policy will be taken before the Higher Education Academic and Curriculum Committee for appropriate punitive action.