

# PRINCIPLES OF COMMUNICATION TEST ANSWER KEY

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# Lesson 1

## A Theology of Communication

(1) What are the three major forms of communication for Christian leaders?

- Preaching
- Teaching
- Writing

(2) When God said, "Let us make man in our image," who was He speaking to?

Either one:

- God was talking to God.
- God was talking to another person of the Trinity.

(3) What were the first two commands that God communicated to humans?

- Be fruitful and increase in number.
- Take care of the earth.

(4) What word picture did John use to describe the pre-incarnate Jesus?

"The Word"

(5) List three abuses of human communication.

Any three:

- Lying
- Slander
- Blasphemy
- Cursing
- Abuse

(6) What is the primary means through which God has chosen to spread the good news of Jesus Christ?

Oral communication

# Lesson 2

## Principles of Communication

(1) What are the three components in communication?

- Communicator
- Message
- Recipient

(2) At what two places can communication break down?

- At the communicator
- At the recipient

(3) What is the most intimate, and usually most successful, form of communication?

One-on-one oral communication

(4) What is the most difficult form of oral communication for most people?

Public speaking

(5) List three of the five characteristics of written communication identified in this lesson.

Any three:

- Written communication is usually shorter than oral communication.
- Written communication is often more precise than oral communication.
- Written communication is more formal than oral communication.
- Written communication often has more impact than oral communication.
- Written communication lasts longer than oral communication.

(6) List three of the five factors that influence the success of our communication.

Any three:

- The message
- Preparation
- The audience
- The circumstances
- The environment

(7) List three of the five hindrances to communication.

Any three:

- Fear of public speaking
- Lack of adequate preparation
- Failure to be sensitive to the audience
- Failure to develop a central theme
- Failure to illustrate well

(8) List three things that Duane Lipton suggested for keeping the attention of an audience.

Any three:

- Novelty
- Movement or activity
- Proximity
- Concreteness
- Familiarity
- Conflict
- Suspense
- Intensity
- Humor
- Life-relatedness

## Lesson 3

# Introduction to Preaching

- (1) Thabiti Anyabwile's definition of preaching is "**God** speaking in the power of his **Spirit** about his **Son** from his **Word** through a **man** to **men**."
- (2) The preached message of the early church is called the **Kerygma**.
- (3) The goal of an **evangelistic** sermon is to inspire the hearer to make a decision to accept Jesus as his or her Savior.
- (4) **Pastoral** preaching is usually addressed to a Christian congregation.
- (5) A **topical** sermon is built around one topic or theme.
- (6) A **textual** sermon is based on a single text or phrase.
- (7) A **biographical** sermon is built around the story of a character in the Bible.
- (8) The goal of **expository** preaching is to make "clear the Scripture, so that people can understand what is being read."

# Lesson 4

## The Mechanics of Preaching

(1) (Choose the correct answer.) As you study a verse or theme for a sermon, you should make notes on \_\_\_\_\_.

(A) Only ideas that you know you will use in the sermon

**(B) Any questions, references, quotations, or stories that you think of while studying.**

(2) The **theme** of a sermon is a one sentence summary of what you want to say in the sermon.

(3) (Choose the correct answer.) The following sermon outline is poor because \_\_\_\_\_.

**(A) The points are not all related to the theme.**

(B) The outline does not have parallel thoughts.

(C) Neither. The outline is good.

Sermon Outline
Theme: Praise the Lord
Outline:
A. We praise God for who he is.
B. We praise God for what he has done.
C. We should love our neighbor.

(4) List two of the three benefits given for writing a clear outline for your sermon.

Any two:

- Outlining gives structure to the sermon.
- Outlining keeps your focus on the main theme.
- Outlining helps the listener understand and remember the sermon.

(5) (**True** or False) In an extended outline, you expand each point into full sentences.

(6) A good illustration is like a **window** that lets light into a house.

(7) List three of the advantages given for using stories in a sermon.

Any three:

- Stories create interest.
- Stories increase understanding.
- Stories aid application.
- Stories increase memory.
- Stories are a natural teaching technique.

(8) List three advantages for writing out a sermon completely.

Any three:

- Writing helps concentration.
- Writing helps you to see truth you would not otherwise see.
- Writing helps you organize your thoughts.
- Writing preserves a permanent record of what God is teaching you.
- Writing gives you a useful tool to help other people.

# Lesson 6

## Written Communication

(1) List three things that God instructed his servants to write.

Any three:

- The law that was to govern Israel
- God's words on the doorposts and gates of homes
- Songs
- Words for God's people
- A book of prophecies
- A description of the temple
- Revelations from God
- Messages to churches
- The Scriptures

(2) List three ways in which Jeremiah shows the importance of writing.

- Our writings can go places we cannot go.
- Our writings can speak in a way we cannot speak.
- Our writings will speak after we are gone.

(3) List three ways in which writing is important for Christian leaders.

Any three:

- What you write will improve your thinking more than what you read.
- What you write will be expressed more clearly than what you say.
- What you write will be understood more easily than what you say.
- What you write will be remembered longer than what you say.

(4) List three suggestions for better writing.

Any three:

- Write as much as possible.
- Write as simply as possible.
- Edit your writing.
- Have other people edit your writing.
- Be realistic about your writing.



# Lesson 7

## Teaching

(1) Teaching is the **active transfer of information and attitudes** from one person to another.

(2) What are the two most important responsibilities of the teacher?

- Communicate truth to others
- Teach others how to learn

(3) List three characteristics of a good teacher.

Any three:

- Hard work
- Knowledge
- Innovation
- Humor
- Sensitivity
- Patience
- Balance

(4) List the four kinds of learners identified by Robert Thompson.

- Analytical Theorist
- Dynamic Activist
- Imaginative Reflector
- Common Sense Pragmatist

(5) List three of Jesus' teaching methods.

Any three:

- Lectures
- Questions
- Discussion
- Debate
- Stories
- Object Lessons
- Proverbs
- Drama
- Summaries

(6) Why do good teachers require students to summarize their teacher?

The measure of whether or not a student understands a lesson is how well he or she can summarize the lesson.

(7) We teach some by what we **say**; we teach more by what we **do**; we teach most by what we **are**.

(8) List three ways to avoid distractions as a teacher.

- Do not allow bad speech habits to distract your students.
- Do not embarrass your students.
- Do not be afraid to admit your ignorance.

# Lesson 8

## Human Relations

(1) Human relations is the art of **working with other people to accomplish a task.**

(2) List three of Rehoboam's human relations mistakes.

- He ignored the good advice of wise men.
- He ignored the feelings and emotions of other people.
- He ignored the impact of his actions on other people.

(3) What important lesson about human relations does Paul teach in Romans 14?

Human relations requires surrendering personal rights.

(4) What important lesson about human relations did Paul teach with his example of encouraging Timothy to be circumcised?

A willingness to yield personal preferences

(5) What important lesson about human relations did Paul teach with his defense to Felix and his message in Athens?

Human relations requires identifying with people.

(6) List four practical suggestions for human relations given in this lesson.

Any four:

- Start at the top.
- "Ride the wagon the direction it is going."
- Take everyone with you.
- Acknowledge other people.
- Produce professionally written materials.
- Recognize that good relationships are as important as good ideas.
- Be willing to learn.
- Be sincere.

(7) List four human relations mistakes to avoid.

Any four:

- Do not be self-centered.
- Do not do your ministry at the expense of someone else's ministry.
- Do not ignore proper protocol.
- Do not rush things.
- Do not compromise principle.

# Lesson 9

## Cross-Cultural Communication

(1) List two examples of cross-cultural communication in the Old Testament.

Any two:

- Abraham and Joseph communicated with the Egyptian pharaoh.
- Solomon welcomed guests from around the world.
- Daniel became an adviser to Babylonian and Persian rulers.
- Esther became the queen of Ahasuerus.

(2) How did Jesus' commission in Matthew 28 make cross-cultural communication even more important?

He commissioned his followers to "make disciples of all nations."

(3) List five practical considerations for cross-cultural communication learned in this lesson.

- Listen before speaking.
- Use humor cautiously.
- Tell stories.
- Be sensitive to the culture.
- Be loving and respectful of others.

(4) Why is humor difficult for cross-cultural communication?

Much cross-cultural communication is culture specific.

(5) What did Jesus say that helps all cross-cultural communication?

Either one:

- "Love your neighbor as yourself."
- "In everything, do to others what you would have them do to you."

(6) According to Dr. Elmer, what are the five ingredients necessary for an effective servant or communicator?

- Understanding
- Learning
- Trust
- Acceptance
- Openness

(7) List three practical steps for becoming a better listener.

- Remove distractions.
- Body language is important.
- Take notes.

# Lesson 10

## Spirit-Anointed Preaching

(1) For anointed preaching, the preacher must prepare himself through **private prayer** and **personal integrity**.

(2) Paul told Timothy that he must fight for the **faith**.

(3) The Holy Spirit gives **illumination** to the preacher's mind and **power** to the preacher's message.

(4) Define Illumination.

Illumination is the Holy Spirit's opening of our understanding.

(5) According to E.M. Bounds, what is the price of anointing in preaching?

"Prayer, much prayer"