

To Earn a Certificate of Completion for:
Thoughtworks Course “Preparing A Message”

Work through this assignment with a mentor (like the senior pastor) if you are an inexperienced public speaker. If your mentor has not taken this course, have that person read through the course notes first so you’re both on the same track. Obviously, it would be preferable to work with a mentor who has also taken the course live and in person, but that’s not always possible.

If you are an experienced public speaker, you may work this process through with one of your peers (another experienced public speaker). In this document, we will also refer to that person as your “mentor.”

The final assignment is to write and deliver two messages, working through this process:

1. Once you have decided the general nature of your message, whether it be the exposition of a biblical passage or a topical theme, then **identify your one clear thought**. Do not go beyond this step until both you and your mentor are satisfied that you have that one clear thought. That one clear thought **should start with an action verb that requires a response** from your hearers, for example, “*Follow Him!*” “*Look to Jesus*” “*Keep the Faith*” “*Confess Your Sins*” “*Forgive One Another*” “*Give What You Need*” “*Love Your Neighbor*” “*Give thanks in Everything*”
2. **Develop an outline** based on your one clear thought, to the satisfaction of your mentor. The outline should show **movement**, such as we described: The Point, the Problem, and the Power.
3. **Deliver your message** to a group of any size and evaluate the experience afterward with your mentor. It is a good idea to make arrangements to record the message and listen to it afterward to critique yourself. Also listen for responses for those in the group who heard the message. The more evaluation you invite, the quicker you’ll learn and the faster you’ll grow! And don’t expect to hit a home run your first time, or every time.
4. When these two messages have been developed, delivered, and evaluated, **submit your notes** (they don’t have to be neat at all!) along with a brief evaluation statement from your mentor to the Thoughtworks Coordinator in your region to receive your certificate of completion.