

PRINCIPLES OF PREACHING  
AND TEACHING SERIES  
INTRODUCTION

**CHARISMATIC BIBLE TEACHER:**

Teaching aims to inform, preaching aims to persuade or inspire. The teacher becomes a preacher at the point where application or thrust is made to the hearer, calling or expecting a response in terms of belief, commitment, confession or action. The hearer should feel the message is a personal matter through direct expression, implication, questions or statement of Bible truths or principles.

**FIVE KEY WORDS IN CHARISMATIC BIBLE PREACHING AND TEACHING:**

1. Investigation    2. Incubation    3. Illumination    4. Impartation
5. Inspiration.

**Bible Teaching Systematic Filing of Materials:**

The time to begin to gather and glean for the future is today. Each individual must establish a system that is flexible to add and subtract, so he can always easily and quickly draw from his hours and years of reading, research and study.

**Safeguards Against Poverty of Thoughts:**

1. Consistent exposure    2. Consistent replenishing    3. Sustained discipline
4. Tools to work with    5. Alert observation    6. Imagination
7. Experience

**I. MATERIALS**

1. File box and cards. (I recommend a file box with A-Z cards, and folders for subjects and Bible books.)
  - A. The front of card contains the name of character, word or subject, definition, and Scriptures. Also states if developed to extent you have folder.
  - B. The back of the card is used for the page and title of books having pertinent information.
  - C. Often in later years the cards on words or subjects will be increased so that a folder will be needed.

**Examples:**

Discipline	Fellowship	Jesus	Humility	Heaven
Paul	Meekness	Hell	Jeremiah	Fear
Worry	Peter	Doubt	Forgiveness	Philip

2. Subject or Book Folders.

Subjects: Normally they are for subjects where you have accumulated much material or have ministered in these areas.

Salvation	Praise	Holy Spirit	Confession
Parables	Healing	Mind	Sermon on Mount
Deliverance	Gifts	Life that Wins	Fruits
Overcoming	Prayer	Prosperity	Bible Characters
Baptism in Holy Spirit		Faith	

Books: Old Testament and New Testament as you gather and progress.



### 3. Individual Teaching Folders.

Each individual teaching under a certain subject or in a certain book can be kept together by taping two 8½" x 11" sheets of paper together to make a holder for that particular teaching to keep it separate while filed in the subject or book folder. Listed below is the information that should appear on the front sheet of the individual teaching folder. The information will enable you to quickly and effectively obtain an idea or gist of the complete teaching:

Title:  
 Scripture:  
 Objective:  
 Central Truth:  
 Key Word:

## II. PRE-BIBLE TEACHING

### 1. Analysis Worksheet

A. Read the passage as many times as necessary to discover the subject or main idea, the story or the main thrust. Particularly be on lookout for certain cues.

1. Change of persons speaking or addressed (Hosea 14).
2. Progression as to time, place, action or incidents (Luke 15:11-32).
3. Pairing, grouping or parallelism of ideas that are similar (Psalm 19).
4. Indication of cause or effect (Matthew 25:34-43).
5. Repetition of words or clauses (Hebrews 11: by faith).
6. Connecting words or transitional clauses as: Therefore, moreover, nevertheless, else, thus, but, or, finally.

B. Limit the analysis to actual context of passage.

C. Retain sequence of material given.

D. Indicate verse with each point.

E. Be brief and clear, concise.

F. It is important to establish major themes and secondary themes.

Example: Deuteronomy 6:1-25, Instructions for Israel's well-being in Canaan.

Vs.1-3	Importance of these instructions
vs.1	God gives
vs.2-3	Designed to insure favor of God
vs.2	Days prolonged
vs.3a	Be well with thee
vs.3b	Increase mightily
vs.4-5	Love Him
vs.4	As one and only Lord
vs.5	With all power of body, mind and spirit
vs.6-9	Declare Him
vs.6	Keep His words in thine heart
vs.7-9	Fill household with knowledge of God
vs.10	When come into possession
vs.10-12	Remember Him
vs.11-12	When hast eaten thy fill



- vs. 13-25    Serve Him
- vs. 13-16    Exclusively
- vs. 17-19    Diligently
- vs. 20-25    Perpetually

## 2. Exposition Worksheet

- A. This is the analysis worksheet expanded and developed by close study of words and phrases.
- B. It considers the immediate and remote contexts, the historical and geographical backgrounds.
- C. It makes no application to the hearer, and carries no thrust calling for a response.

## III. PATTERNS OF SCRIPTURE TEACHING

In homiletic (composition and delivery of Bible truths) literature there are so many classifications for teaching, sermons, and other forms of presentation that there is much confusion. Some are classified from the standpoint of content, aim or structure. However, there is a Basic Pattern. Its distinctive feature is that the Introduction leads naturally to a Central Truth (theme, thesis or proposition) and the Body of the teaching elaborates and expands this Central Truth deductively as it moves toward the objective of the teaching.

### 1. Charismatic Expository Teaching: Consists of

Exposition: Biblical information presented in a logical way to inform the mind.

Application: Thrust made, calling for some Biblical form of response in terms of belief or commitment or confession or action.

- a. Gather preliminary sources: Bible, card file, subject folder, Bible concordance, Bible dictionary, Bible atlas, commentaries and related books.
- b. Brief analysis to discover the pattern, main thrust, primary emphasis. Be careful to observe secondary implications which can often be developed.
- c. If analysis does not develop into a clear teaching you may:
  - 1. Ask: What lessons, truths, principles are expressed, implied, or suggested?
  - 2. Use multiple approach and trace course of every person in the passage. (Ex.) Acts 8:26-40--Philip, Eunuch, Holy Spirit.
  - 3. Put a key word with a lesson, truth or principle, and search for points or lessons answering some Key Word.
  - 4. Choose a Central Truth.
  - 5. Identify the subject: the seed thought or germ idea.

### Expository Example

- II Peter 1:5-9    Being Fruitful
- II Peter 3:1-18 (vs. 11)    A Maturing Christian
- I Peter 1:13-24 (vs. 15)    Call to Holy Living
- Philippians 4:3-19 (vs. 11-12)    The Contented Life
- I Thessalonians 5:16-23
- Matthew 5:1-12    Absolutes for Maturity
- Romans 12:9    Love: Within and Without



Reasons Expository is Best Overall:

- (1) Broadest coverage of Bible, less fragmentary teaching.
  - (2) Deal with wider variety of problems and situations.
  - (3) Carries more authority.
  - (4) Resources are inexhaustible.
  - (5) Develops a greater knowledge of Scripture.
  - (6) Less likely to enter deep error.
2. Textual: Essentially same as expository teaching, but employs a shorter Scripture passage.
- a. Usually sentence or two to a verse or two.
  - b. Involves more extensive study and scrutiny of the passage.
  - c. Usually based on its natural divisions.
  - d. Often built upon the inferences, implications, or the text as a whole.
  - e. Thought can often be drawn out by a series of questions with the answers forming the main point.  
I Thess. 5:14-15; Jude 20-22; John 3:16
3. Topical: Elaboration of a topic or subject. Bears no analytical relation to any one particular passage.
- a. It is drawn from a text, then the text has no further part as a formative force. Usually just a starting point.
  - b. Subject is divided and treated according to its own nature.
  - c. Subject should be specific, not general.
  - d. Subject is often made into just a motto.
  - e. Advantages: Better unity. Train teacher's mind to logical analysis. Often more convincing and pleasing. Easier to manifest completeness.
  - f. Danger: Teacher becomes interested in finding subjects that are interesting to him, will yield to easy teaching with little research work. Tends to think more of his teaching idea than "rightly dividing the word of truth." Can teach in too narrow field.
4. Problem Teaching: Presents the problem, statements of inadequate solutions, and the acceptable solution as the main points of the teaching. Danger: Too much will make people problem conscious instead of Bible and God conscious. Often leads to too much psychology and more self-help than Bible teaching. Keeps teacher searching for problems and situations to build teachings around.
5. Bible Character Teaching: A teaching developed around a person's life or some central idea or theme indicated in the life of the individual. Develops the easiest and one of the most effective expository teaching methods. One of the most likely to appeal to people, hold attention because of development, and can be remembered. About 400 Bible characters from which to choose.



## IV. BIBLE TEACHING FORMATION

1. Title
2. Scripture
3. Objective: Statement of what teacher desires to accomplish in life of hearer.
  - A. Points (aims as with gun) or map to travel, in a particular direction.
  - B. Aims for teaching to make sense to all who hear.
  - C. Provides criterion for selecting materials to fill out the teaching.
  - D. Enables to organize the materials orderly.
  - E. Provides direction or guidance for orderly procedure.
  - F. Provides a unifying factor.
  - G. Prevents "40 years wandering in wilderness."
  - H. Helps hearers to eliminate, modify, strengthen or develop along the lines of the Central Truth.
4. Central Theme: (main truth presenting) A simple sentence stating the main truth or idea to be expressed.
  - A. It will give recognizable purpose and progression for teacher and hearers. Aids both to follow thought progression.
  - B. Spotlights and clearly identifies Central Truth to be presented.
  - C. Leads to better and deeper cultivation of the stated Central Truth.
  - D. A must for clear direction, smooth transition in Body from point to point, and effective delivery.
  - E. Safeguards against excursions (rabbit chasing) and wanderings that may be interesting but normally purposeless and irrelevant to the particular teaching.
  - F. Time factor prevents full coverage of too many truths or ideas.
  - G. A promise teacher will faithfully follow and fulfill.
  - H. It indicates the direction of the teaching.
  - I. It must convey some BIBLE TRUTH or PRINCIPLE.
  - J. It will stimulate expectation.
  - K. It is a preview of the objective of the teaching.
  - L. It is the truth or principle that will control the development of the teaching.
5. Interrogatives: (Pronouns and adverbs)  
The most critical part is where the Central Theme is resolved into main points of the teaching.  
Generally not expressed but always there.

The correct interrogative becomes the connecting link to get from the Central Theme to the main points of the teaching.



The procedure is simply to raise the most relevant question that the Central Theme leaves unanswered, and let the main points which follow answer this question:

- |    |        |   |
|----|--------|---|
| A. | Who:   | introduce a sequence of people to be included |
| B. | Which: | " " " " things, choices or alternatives       |
| C. | What:  | " " " " meanings, implications, particulars   |
| D. | Why:   | " " " " reasons or objectives                 |
| E. | When:  | " " " " times, places or conditions           |
| F. | Where: | " " " " places                                |
| G. | How:   | " " " " ways.                                 |

6. Key Words (expressed or unexpressed) open a corridor down the length of the teaching, giving direct access from the Introduction to the Conclusion so the teacher and hearers will not wander with uncertainty.

Provide structural unity.

Give constant direction.

Key words supply the thought for the transition from the Central Theme to each of the main points in the teaching.

How to be Fruitful - II Peter 1:5-9  
(interrogative)

The passage presents certain requirements necessary.  
(trans.verb) (Key word)

This passage describes certain attributes needed.

Key word is always plural, as always have more than one point.

Key word is always a noun, or noun form of a verb, or an adjective.

Key word should be specific. "Things" is too general.

Key word generally involves the use of a "transitional verb," which is always a (transitive) verb requiring an object, or a verb coupled with a preposition that requires an object. In either case the object is the Key Word.

A Victorious Faith - Exodus 14:1

The kind of faith that points out certain needs.  
demands various responses.  
reveals important truths.

Conclusion: diagnosis without remedy is as confusing as teaching.

7. Repetition is the most effective single method of securing emphasis. The power of repetition is greatest when the various presentations are separated by other items of discourse-teaching.

Avoid introduction of new material, except to strengthen and can be clearly covered.

## V. BASIC APPEALS IN TEACHING

1. Altruism: the good you can do for the gospel and others by your yielding and serving.
2. Aspiration: universal hunger for spiritual qualities of love, joy, peace, victory, health, etc. The return to them for those who have lost them. Message of hope, forgiveness, and restoration.
3. Duty: do because it is right, or refrain from because it is wrong.
4. Fear: punishment. Many Bible examples portray picture.



5. Love: for self, others, or God.
6. Reason: appeal to intelligent self-interest is effective with many thinking people.

#### INTRODUCTION:

1. It should prepare the hearers for an intelligent reception of the spiritual truths to be presented.
2. It should state the Central Theme, thus revealing the line of development of the teaching.
3. It should make clear to the hearers the personal importance to them.
4. It should provide in it a natural and smooth transition from the Central Theme to the Body of the teaching. Normally this will involve the use of a Key Word.

#### THE MAIN POINTS

1. LIMITED: Three to five, perhaps seven at most for teaching without visual aids. Too many without visual aids confuse speaker and hearer.
2. CONCISE: Yet complete.
3. EXCLUSIVE: Stands alone. Overlapping creates problems.
4. UNITY: Test each point by referring back to the Central Theme which it is to support.
5. SEQUENCE: Generally determined by the natural order of thought which is instinctively felt.
6. PROGRESSION: Discernible to you and the hearers as leading to the conclusion.
7. PARALLELISM: of ideas.
  - If the first point is a question, the remainder should be questions.
  - The points should not be carried to the point of forced, unnatural or labored efforts to obtain uniformity.
8. SUBORDINATION: Especially when not using visual aids.
  - Sub-point a point that is too valuable to discard yet impossible to easily weave in with the other points.
  - Sub-point a point that overlaps other points but is not of equal significance, yet important enough you want to include it.
9. AUTHORITY: Scriptural undergirding each main point helps establish authority, prevents straying, and insures accuracy.
  - A Scripture with the exact words or close to the main point is best for unity.
  - The Scripture used should be recognizable, logical and undebatable. You don't just put in a Scripture and try to make it fit.



Visual Helps - Visual memory is stronger than oral and logical memory.  
"I remember your face, but not your name."

Suggestions when not using visual aid of screen or blackboard:

1. 8½" x 11" sheet folded with outline down, two inside pages facing each other.
2. 8½" x 11" on one side with longer lines and greater flexibility for rotation.
3. Use numerals, not letters.
4. Handwriting, not typed, for strange visual images.
5. Points and clauses, not sentences, to bring complete thought to mind.
6. Underscore main points, some in different colored pencils for clarity.
7. Too many points confuse the hearer, so sub-points very good.
8. 15 minutes for four days is better than one hour one time.

Bible Teacher Vocabulary:

Thought processes are usually confined without the limits of one's vocabulary. Therefore the Bible teacher will confine himself within his Biblical vocabulary.

A rich knowledge of the exact meaning of a large number of Bible words is a tremendous asset in ministry. Knowledge of the exact meanings of a large number of Bible words accompanies effective ministry.

Three aims kept consistently in mind are of great value:

1. Accuracy: The Bible, concordance and dictionary are tools that must always be within easy reach. One cannot afford to pass over unfamiliar words. A sensitivity to the meaning of words and the various shades contributes to the authority and force of the teacher. Expressing the original meaning clarifies and adds depth in implanting the picture in the mind of the hearers. Correctly spelled and pronounced and defined is important.
2. Clarity: Use the shortest, simplest, most familiar word that exactly fits, for greater understanding for all. Jesus expressed profound truths with simplicity. 4/5 of the words in the Sermon on the Mount are of one syllable.
3. Refinement: Pure basic English will reach the people on "both sides of the tracks." Crudities, slangs, ungrammatical, too flowery, redundant, or trite expressions are not the best and most effective in overall view.

"Redundant" - excess, more than required, unnecessary.

"Trite" - used so often become stale, frayed, worn-out, commonplace.

Some Practical Things:

1. Cleanness and arrangement
2. Temperature
3. Lighting
4. Acoustics: speaking and music
5. Punctuality



BRIEF LIST OF KEY WORDS

abuses	dangers	hopes	peculiarities
accusations	decisions	hungers	penalties
acts	declarations		perils
actualities	defenses	ideas	phases
admonitions	demands	imperatives	phrases
advantages	denials	implications	pledges
affairs	descriptions	impressions	points
affirmations	destinies	improvements	possibilities
agreements	details	impulses	practices
aims	devices	incentives	premises
alternatives	differences	incidents	prerogatives
angles	directions	indictments	principles
answers	directives	inferences	priorities
applications	disciplines	injunctions	probabilities
approaches	disclosures	insights	problems
areas	discoveries	inspirations	processes
arguments	distinctions	instances	promises
aspects	doctrines	instructions	promptings
aspirations	duties	instruments	pronouncements
assertions		intimations	proofs
assumptions	elements	invitations	prophecies
assurances	encouragements	items	propositions
attainments	essentials		provisions
attitudes	estimates	joys	
attributes	events	judgments	qualifications
	evidences	justifications	qualities
barriers	evils		questions
beginnings	examples	kinds	
beliefs	exchanges		realities
benefits	exclamations	lessons	realizations
blessings	exhortations	levels	reasons
	expectations	liabilities	reflections
calls	experiences	losses	refusals
causes	expressions	loyalties	remarks
certainities			remedies
challenges	facets	manifestations	reminders
changes	factors	marks	requirements
charges	facts	methods	reservations
claims	failures	mistakes	resources
clues	faults	moments	responses
commitments	favors	motives	restraints
comparisons	fears	movements	results
compensations	features	mysteries	revelations
compromises	finalities		rewards
compulsions	forces	needs	risks
conceptions	foundations	notions	rules
concessions	functions		
conclusions	fundamentals	occurs	safeguards
conditions		objections	satisfactions
consequences	gains	observations	secrets
consider	generalizations	obstacles	sins
contrasts	gifts	offers	sources
corrections	graces	omissions	specifications
credentials	groups	opinions	statements
criteria		opportunities	steps
criticisms	habits		stipulations
customs	handicaps	particulars	successes



suggestions	threats	violations
superlatives	topics	virtues
suppositions	totalities	voices
surprises	truths	victories
symptoms		
	urges	warnings
tendencies	uses	ways
testimonies		weaknesses
tests	values	words
thoughts	views	

The "Key Word" generally involves the use of a "transitional verb," which is always a "transitive" verb, requiring an object, or a verb coupled with a preposition that requires an object. In either case the object is the "Key Word." The following "transitional verbs" are set in natural combinations with "Key Words" to demonstrate their normal use.

#### BRIEF LIST OF TRANSITIONAL VERBS

This test raises....questions.  
 The Lord makes....promises.  
 The apostle delivers....charges.  
 The prophet points out....reasons.  
 The situation calls for....responses.  
 Faithfulness leads to....satisfactions.  
 This chapter reveals....truths.  
 These verbs describe....attitudes.  
 This story sets forth....warnings.  
 The Scripture emphasizes....ways.  
 The man of God reveals....lessons.  
 The Lord names....rewards.  
 This passage describes....factors.  
 The subject presupposes....truths.  
 The Scripture declares....conditions.  
 The situation presents....attributes.  
 This passage identifies....marks.  
 God's Word answers....questions.  
 Jesus introduces....principles.

Further suggestions of possible "Transitional Verbs":

announces	emphasizes	offers	stipulates
answers	enumerates		suggests
anticipates	exemplifies	presupposes	supplies
	explains	paints	
compels	expounds	proclaims	teaches
concedes	expresses	produces	
constrains		pronounces	draws attention to
	identifies	portrays	
declares	implies		results in
demands	indicates	reveals	
describes	introduces		sets forth
deserves		shows	
desires	names	states	touches upon
	notes		