Manuscript Grade Sheet

(A 20 Item Checklist to Help You Design a Good Expository Sermon—Please Use it in Your Ministry too!)

Writer _____ Passage _____ Evaluator _____ Box _____

State the Main Idea_____

	1 Poor	2 Minimal	3 Average	4 Good	5 Excellent

Introduction

1. **Gets attention** on (circle one) the subject or M.I. ("Ho hum!") ☐ ☐ ☐ ☐ ☐
2. **Raises curiosity** or a need to listen further (circle one) ☐ ☐ ☐ ☐ ☐
3. **Background** addressed before body of message ☐ ☐ ☐ ☐ ☐
4. **Subject, MI, or MPI** (circle one) both stated & restated ☐ ☐ ☐ ☐ ☐
5. **Announces text properly** (optional: previews outline) ☐ ☐ ☐ ☐ ☐
    N.B. Don't make your introduction too short!

Body

6. **Main points** clear, restated, short, full sentences ☐ ☐ ☐ ☐ ☐
7. **Transitions** between main points clear ☐ ☐ ☐ ☐ ☐
8. **Flow** smooth (MP stated, then specific verses read) ☐ ☐ ☐ ☐ ☐
9. **Exposition** full (not selected verses & vv. written out) ☐ ☐ ☐ ☐ ☐
10. **Hermeneutics** (e.g., theocentric, options discussed) ☐ ☐ ☐ ☐ ☐
11. **Illustrations** adequate, appropriate ("For instance") ☐ ☐ ☐ ☐ ☐
12. **Relevant** to listeners ("Why bring that up?") ☐ ☐ ☐ ☐ ☐

Conclusion

13. **MI** stated (inductive)/repeated (deductive), restated ☐ ☐ ☐ ☐ ☐
14. **Main points** reviewed and/or restated ☐ ☐ ☐ ☐ ☐
15. **Application/Exhortation** ("So what?") stated/implied ☐ ☐ ☐ ☐ ☐
    N.B. Don't make your conclusion too short (at least 3/4 page)!

Miscellaneous

16. **Column** abbr. from below (cf. p. 82)/1 pg. homiletical outline ☐ ☐ ☐ ☐ ☐
17. **Spelling**, typing errors, punctuation, pages numbered ☐ ☐ ☐ ☐ ☐
18. **Grammar** (subject/verb and tenses agree) ☐ ☐ ☐ ☐ ☐
19. **Creative title, design stated** (cf. p. 120) ☐ ☐ ☐ ☐ ☐
20. **Length**, thoroughness (unanswered questions?) ☐ ☐ ☐ ☐ ☐

Summary

Number of ticks per column (should sum to 20)　　____ ____ ____ ____ ____
Multiplied by point values of the column　　　　**x 1** **x 2** **x 3** **x 4** **x 5**
Equals the total point value for each column　　____ ____ ____ ____ ____

Net points _____ minus 3 points per day late (____ points) equals a final % grade of ____%

Comments:

Abbreviations Used in Marking & Column Design:

+	Excellent	MI	Main Idea	SP	Sub Point
A	Application	MP	Main Point	T	Transition
FS	Full Sentence	R	Restatement	TF	Translate figure
ILL	Illustration	S	Subject	v(v).	Verse(s)