

Assignment: CW1: Writing an Essay

Module: CCS123: Student Support

*Presented in part fulfilment of requirements for Year 1,
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at Cork Counselling Services Training Institute.*

Student Number: 12345678

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Introduction

In this assignment, I hope to explain to you, my tutorial group, some of the main components of writing an essay for Cork Counselling Services. I will explain elements of formatting and referencing, as well as providing an example of creativity.

Formatting

Formatting describes the presentation of the essay, including headings, paragraphs, and other details, such as font. As you can see, I am using headings (Introduction, Formatting, Referencing: Why and How?, Conclusion, and References) to give clear sections to my essay. This allows the reader to follow my ideas more clearly. Every time I start a new section, the first paragraph is not indented. However, I indent all subsequent paragraphs, as you can see in my next paragraph!

I am using a simple font (Tahoma), size 12. My headings are in bold. My sentences are double-spaced. My pages are numbered. I have a cover page, contents page, references, and a signed anti-plagiarism document. I am using short, clear sentences to communicate my ideas. This type of presentation is all part of the style of writing laid out by APA7 Guidelines, which is available on the online Student Resources Portal of Cork Counselling Services (2022). These guidelines also provide useful information about referencing, which I describe in my next section.

Referencing: Why and How?

Referencing can be one of the most stressful parts of writing an essay. The reason we reference is to acknowledge the ideas of other people, usually authors of books or journals. We are showing respect for that person's ideas and not pretending that they belong to us. If we do not reference correctly, we run the danger of plagiarising another person's work. It is fine to include as many people's ideas as we want, so long as we reference them.

Every time we reference somebody, we must reference twice: first in our essay (in-text citation) and secondly in our list of references at the end of the essay. We can either quote someone directly or summarise that person's ideas. For example, I particularly enjoy the following quote by the Gestalt theorist, Stevens (2007, p.3), "When you really get in touch with your own experiencing, you will find that change takes place by itself, without your effort or planning." I could also have presented this quote slightly differently, with the reference at the end of the sentence: "When you really get in touch with your own experiencing, you will find that change takes place by itself, without your effort or planning." (Stevens, 2007, p.3).

I can also summarise this quote in my own words, though I still need to reference it. For example, Stevens observes that change occurs without effort, once a person is truly connected to their own experiencing (2007, p.3). If you look at the references at the end of this essay, you will see that Stevens' book is listed with his name, the year of publication, book title in italics, and publishing company.

Conclusion

In conclusion, writing an essay requires communicating a number of ideas using clear formatting and referencing. As students of Cork Counselling Services, we are also required to bring ourselves into our essays, especially through the use of creativity. In Figure 1 below, I have taken a photograph of Russian dolls.

Figure 1

Essay: Unravelling the layers



Note: Photo by Stanley (2022)

For me, this is a helpful metaphor to communicate the task of writing an essay. Unravelling the layers, I appreciate how clear content, formatting and referencing, as well as creativity, form the components of an engaging and well-presented essay.

References

Cork Counselling Services (2022). *Student Resources Portal*. Cork Counselling Services. <https://www.corkcounsellingservices.ie/student-resources/>

Stevens, J. O. (2007). *Awareness: Exploring, Experimenting, Experiencing*. The Gestalt Journal Press.

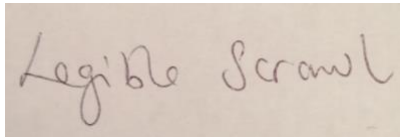
Figure

Figure 1 – Stanley, R. (2021). *Essay: Unravelling the Layers*. [Photograph]. Unpublished.

Anti-Plagiarism Declaration

I hereby certify that this assignment is entirely my own work, except where I cite differently or acknowledge sources in the text itself or in the list of references.

Student Signature:

A rectangular image showing a piece of light-colored paper with the words "Legible Scrawl" written in a cursive, handwritten style in dark ink.

Date: 4 December 2022