

# How to write an assignment



Writing an assignment is not that complicated, although it's a very responsible task. However, you don't have to panic. All you need to do is to plan your workflow carefully, grab a cup of tea and start writing.

First, we need to clear up what is an assignment. An assignment is a task given to you as part of your studies to be completed during self-study time. There are different types of assignments - analytical reports, research papers, essays, literature reviews, case studies. Although the purpose and tone of voice are different for all types mentioned above, still their structure is quite similar. For example, to write an assignment, you need to gather information from more than one different sources and analyze it according to the purpose of the topic.

The assignment does not require, like the article or dissertations and theses, the extensive inclusion of theoretical references or empirical evidence for each item argued. It is obvious that the text must be sensible in its argument, and therefore cannot be chaotic or random.

Writing an assignment usually takes a couple of days, but you can do it relatively fast if you start with the right planning. Also, you can read about how to write an assignment quickly. We prepared some instructions for you to make this process much easier and more enjoyable!

So, where does our how to write an assignment instruction begin?

Before you start writing an assignment, you should pick a topic you're truly interested in. The list of topics is usually prepared by your teacher, but you can find something close to your previous research works or something

relevant to your interests. In addition to that, when choosing the topic you should pay attention to its formulation — it should be short, and it should clearly define the subject and object of your future assignment.

When you write an assignment, you should pay attention to your deadlines. The sooner you start — the better job you will produce. You will feel less stressed if you write the assignment over several days rather than in a single writing session. For better planning, you can make your own schedule for every part of an assignment. For example, 2 days for research on the main topic, 1 day for writing an introduction, 2 days for the main body, and 1 day for conclusions. By the way, it is often easier to write an introduction after finishing the main part of an assignment, so keep that in mind!

The second step of our “ how to write an assignment instruction” will include researching and analyzing the main topic of the assignment. The most suitable sources of information for writing student’s works are your course reading list, Google scholar, online news from magazines and papers related to your industry.

Of course, you should not neglect the library. Often it is possible to find the great part of the material there and supplement it with information from the Internet. Except for books, it is essential to use scientific journals. However, make sure that all of the information is up-to-date, especially the tables and figures. When you’ve prepared all the materials, you can proceed directly to the writing.

After the researching, it is necessary to make some notes and prepare drafts. At this point, you already have an outline of what is going to be written so that you can think of some arguments and pieces of evidence.

This step is about actually writing. You have to take into account the required structure of your assignment and keep in mind the technical character of the paper. One should bear in mind that the assignment, first of all, must contain a typical structure, which includes an introduction, main body, and conclusion. The assignment's introduction outlines a basic view of the subject; in the main body, the arguments and counter-arguments are exposed; and at the conclusion, the main opinion on the subject is highlighted. Let us take a closer look at the structure of the assignment.

The introduction should highlight the main idea of the assignment, describe shortly a content of your work and explain the relevance of your topic. The phrase "tell what you're going to tell" describes exactly the main purpose of an introduction. In the introduction, you can explain your personal opinion on the topic of the assignment, as well as some key points on the topic.

The main body of the assignment consists of a number of paragraphs, and each one refers to different points. In this part you should "tell what you were going to tell": outline the basic concepts of the problem from different points of view, main ideas and thoughts about it, examples, and pieces of evidence. You can refer to statistics to support your points. It is always good to include tables and graphs in your paper - it helps the reader to perceive and understand information, and it gives your assignment a professional look.

The third part of your assignment is a conclusion. “ Tell what you have already told” - is one of the ways to describe the substance of conclusion. In this part of your paper, you can summarize all your findings, pieces of evidence and arguments, outline the main ideas that you’ve evaluated.

Once you have finished writing your premium assignment, shift your focus to grammar, spelling, punctuation, word choice, and formatting. Make sure you check every single line or phrase at a time. By the way, to remain attentive, you can cover the rest of the text with a blank sheet of paper. Some writers even like to start proofreading at the last line and move back to ensure that they are not engaged in the content. Pay attention to each word and phrase and check spelling, correct sentence structure, punctuation.

Now, when your assignment is ready, you can ask a friend, relative, or acquaintance to review your work and make some comments. Don’t be afraid to make some changes in the text - usually, it will lead to a better result!