

[www.ifcaeducationdepartment.com](http://www.ifcaeducationdepartment.com) Home Page

[yvonne@ifcabiblecollege.com](mailto:yvonne@ifcabiblecollege.com) Email

IFCA BIBLE College

25595 Chardon Road

Richmond Heights, OHIO 44143

1-216-261-7709

## Marriage and Family Counseling

### SELF-PACED COURSE GUIDE



“Study to shew thyself approved unto God, a workman that  
Needs not to be ashamed rightly dividing the word of truth.”

2 Timothy 2:15

Welcome to this course! The completion of this course will prove to be a significant blessing to you both academically and spiritually. We recommend that you thoroughly read the entire study guide before you begin working on the Course Projects. If you are uncertain or unclear on any matter, contact IFCA Discipleship Institute for clarification (1-216-261-7709) or [yvonne@ifcabiblecollege.com](mailto:yvonne@ifcabiblecollege.com)). Above all other things, we encourage you to pray for God's guidance before you begin this course, and each time you work on it.

The instructions in this study guide are related to course formatting and submission. You may also refer to your original Student Orientation Page. IMPORTANT: The instructions on the study guide always supersede any other instructions. If there seems to be a conflict between this study guide and other instructions, always follow the instruction of the study guide.

We strongly recommend that you use reliable word processing software and make frequent use of the spell checker and grammar suggestion aspects. Be sure to save your work frequently, and backup copies of the course work you have submitted.

If you need to contact the professor for this course (or the academic office), we recommend that you do so first by email. If the professor's email address is not listed on this study guide you may request it by email: [yvonne@ifcabiblecollege.com](mailto:yvonne@ifcabiblecollege.com)

The total length of time required to complete this course is different for each person. This is because already acquired knowledge of the subject, previous education, and personal situations all influence study habits and ability. However, we recommend that coursework should be completed within three months or less.

The time between the submission of your coursework, until it is returned to you (graded) will vary, but generally, courses sent by postal mail may require as much as two weeks in transit (to and from), and another two weeks to get through the recording and grading process. Email submissions (preferred) generally require about two weeks. These are only averages. Be certain that you keep IFCA Discipleship Institute immediately informed if you change your email, postal mailing address, or telephone numbers.

## Table of Contents

IFCA-BC Writing Guidelines.....	4
Formatting .....	4
Citing Sources.....	4
The following are examples of proper citation formatting: .....	6
Marriage & Family Counseling .....	7
Course Syllabus .....	7

# IFCA-BC Writing Guidelines

The standard for academic papers (to be used in all your courses at IFCA-BC) should reflect the following:

## *Formatting*

1. Use the following guidelines to format all research papers and writing assignments
  - a. Use Times New Roman, 12-point font, double-spaced throughout (see “Hot Tips” below for permissible exception for footnotes)
  - b. Set margins 1” top and bottom, and 1.25” right and left
  - c. The use of subtitles or subheadings is encouraged: (set subheadings in bold on the left margin)
  - d. Do not use a cover page. Rather, enter the following in the upper left corner of the first page of the paper:
    - Your name
    - Course Number, assignment number
    - Date submitted
    - Word count
  - e. Insert page numbers at the bottom center of all pages, including the first page.
  - f. Foreign terms (terms not listed in a common English dictionary) should be italicized the first time they are used, and thereafter should not be italicized.
2. Use of ellipsis dots:
  - a. Leave a space before and after three ellipsis dots.  
EXAMPLE: “For God so loved ... that he gave his only begotten son” (John 3:16a).
  - b. Do not use ellipsis dots at the beginning or ending of a quote.  
INCORRECT EXAMPLE: The scriptural phrase “... God so loved ...” has become an extremely influential formative dynamic for the church.  
CORRECT EXAMPLE: The scriptural phrase “God so loved” has become an extremely influential formative dynamic for the church.

## *Citing Sources*

1. Direct quotes must be footnoted, as should sources used in paraphrased form and major ideas drawn from other authors.
2. Avoid overusing direct quotes. Reword the idea to express your understanding (paraphrase).
3. Use block quotes sparingly.
  - a. Block quotes should be single-spaced, having no quotation marks
4. When adding citations, use the following guidelines:
  - a. A superscript number is used in the text, following the footnote or citation. The footnote is numbered at the beginning, either as a number followed by a period or as a superscript number. Either footnotes or endnotes may be used; ask your professor which they prefer.
  - b. The first line of the endnote or footnote is indented 5 spaces.

5. Biblical references may be placed in the text (rather than in the footnotes), following the quote and in parentheses; unless more than three Scripture texts are cited. Use the standard abbreviations (found below) when referencing biblical texts by chapter and verse (e.g., Dan 3:20-21)
  - a. In narrative, spell out the name of the Bible book: e.g., “in Daniel 3:20-22, we read...”
  - b. However, never write out the chapter and verse references: e.g., “in the third chapter of Daniel, verses twenty to twenty-two, we read...”

**Old Testament**

Genesis	Gen.	Proverbs	Prov.
Exodus	Exod.	Ecclesiastes	Eccles.
Leviticus	Lev.	Song of Solomon	Song of Sol.
Numbers	Num.	Isaiah	Isa.
Deuteronomy	Deut.	Jeremiah	Jer.
Joshua	Josh.	Lamentations	Lam.
Judges	Judg.	Ezekiel	Ezek.
Ruth	Ruth	Daniel	Dan.
1 Samuel	1 Sam.	Hosea	Hos.
2 Samuel	2 Sam.	Joel	Joel
1 Kings	1 Kings	Amos	Amos
2 Kings	2 Kings	Obadiah	Obad.
1 Chronicles	1 Chron.	Jonah	Jon.
2 Chronicles	2 Chron.	Micah	Micah
Ezra	Ezra	Nahum	Nah.
Nehemiah	Neh.	Habakkuk	Hab.
Esther	Esther	Zephaniah	Zeph.
Job	Job	Haggai	Hag.
Psalms	Ps. ( <i>pl .Pss.</i> )	Zechariah	Zech.
Malachi	Mal		

**New Testament**

Matthew	Matt.	1 Timothy	1 Tim.
Mark	Mark	2 Timothy	2 Tim.
Luke	Luke	Titus	Titus
John	John	Philemon	Philem.
Acts	Acts	Hebrews	Heb.
Romans	Rom.	James	James
1 Corinthians	1 Cor.	1 Peter	1 Pet.
2 Corinthians	2 Cor.	2 Peter	2 Pet.
Galatians	Gal.	1 John	1 John
Ephesians	Eph.	2 John	2 John
Philippians	Phil.	3 John	3 John
Colossians	Col.	Jude	Jude
1 Thessalonians	1 Thess.	Revelation <i>or</i> Apocalypse	Rev. Apoc.
2 Thessalonians	2 Thess.		

***The following are examples of proper citation formatting:***

***Book/One Author***

<sup>1</sup>Michael Green, *Evangelism in the Early Church* (Grand Rapids, MI: Eerdmans, 1970), 27.

<sup>2</sup>Justo L. Gonzalez, *The Early Church to the Dawn of the Reformation*, vol. 1 of *The Story of Christianity* (Peabody, MA: Prince Press, 1984), 91.

***Book/Two Authors***

<sup>1</sup>Paul R. House and Eric Mitchell, *Old Testament Survey* (Nashville: Broadman Press, 1982), 27.

***Anthology: Emphasizing the editor's comments***

<sup>1</sup>Alister E. McGrath, ed., *The Christian Theology Reader*, 2<sup>nd</sup> ed. (Malden, MA: Blackwell Publishing, 2001), 27.

***Anthology: Emphasizing the author of a work included in the anthology***

<sup>1</sup>Cyril of Jerusalem, "Cyril of Jerusalem on the Role of Creeds," in *The Christian Theology Reader*, 2<sup>nd</sup> ed. Ed. Alister E. McGrath (Malden, MA: Blackwell Publishing, 2001), 27.

***Article in reference dictionary, encyclopedia, or the like***

<sup>2</sup>*Oxford Dictionary of the Christian Church*, 3<sup>rd</sup> ed. (New York: Oxford University Press, 1997), s.v. "Septuagint."

***Commentaries***

<sup>2</sup>Raymond Brown and Sandra Schneiders, "Hermeneutics: The Literal Sense of Scripture," in *The New Jerome Biblical Commentary*, ed. Raymond E. Brown, Joseph A. Fitzmyer, and Roland E. Murphy (Upper Saddle River: Prentice Hall, 1990), 1148-1149.

***Electronic media, not including information found on a website (for example, CD media).***

<sup>3</sup>Flavius Josephus, *The Wars of the Jews*, Book 2, Chapter 17 in the *Works of Josephus*, 1451; available from the *AGES Digital Library* (Albany, OR: AGES Software, 1999).

***Lecture***

<sup>4</sup>David Belles, "Historical Overview: Part One" (lecture, T101, Session 1 Lecture 2, IFCA Bible College, 30 March 2016).

***Website***

<sup>5</sup>Gerald Wilson, "The Poetry of the Psalms," available from <http://home.apu.edu/~geraldwilson/HebrewPoetry.html> (Note: omitting the period at the end helps avoid confusion)

# Marriage & Family Counseling

## *Course Syllabus*

Instructor: Yvonne Edge

Phone: 216-206-9161

Email: [yvonne@ifcabiblecollege.com](mailto:yvonne@ifcabiblecollege.com)

### **I. Course Description**

This course provides an understanding of Marriage Counseling and how to effectively counsel Couples.

The course teaches students:

1. How to become an Effective marriage coach
2. Understand the goals for couple counseling
3. How to help couples work as a team

### **II. Course Goals**

The purpose of this course is to enable the student to do the following:

1. Become an effective marriage counselor.
2. Help couples understand the goals of counseling.
3. Develop a workable counseling strategy.
4. A couple learn the need to work as a team.
5. Know the needs of the client to help move toward oneness.

### **III. Learning Outcomes**

After completion of this course, the student should be able to do the following:

1. Counsel with couples and family.
2. Understand that love is a choice.
3. Help couple understand the love languages.
4. Help couple understand the need for undivided attention in the marriage.
5. Help the couple to understand the independence of themselves but know the need for a joint agreement.

#### **IV. Textbooks and Other Learning Resources**

1. Required Materials

a. Textbooks

Harley Jr., Willard F. DR. *Effective Marriage Counseling* Revell a division of Baker Publishing Group copyright © 2010

ISBN 978-0-8007-1945-6

b. Chapman, Gary D. *The Five Love Languages*, Northfield Publishing Chicago © 1992,1995. ISBN: 1-881273-15-6

#### **V. POLICIES AND PROCEDURES**

1. Course Policies and Procedures

a. Evaluation Procedures

i. Pre-Course Work

1. Reading of required textbooks

b. In-Course Work:

2. Grading:

- |                              |     |
|------------------------------|-----|
| a. View all lectures         | 25% |
| b. Reflection Paper          | 25% |
| c. Paper                     | 20% |
| d. Correct APA Writing Style | 30% |

3. Grading Scale:

- a. High Pass = 90+
- b. Pass = 80+
- c. Low Pass = 70+
- d. Fail = 60 and below



## VI. ASSIGNMENTS

1. In-Course Requirements: (Note: for online learning refer to sessions. There are 6 sessions for this course.)
  - a. Write a reflection paper on Marriage & Family Counseling. Think of how it has influenced your thinking on how to counsel. **This must be a minimum of 3 pages.**
  - b. Write a paper explaining how to integrate the Bible into counseling couples and families. How do the dynamics of the family change when children are born? Why is it important for the couple to understand the love languages of each other? What are some of the challenges in marriages? What does empathy look like in a marriage? What is the difference between a marriage counselor and a marriage coach? How does the couple keep love alive in the marriage? **This must be a minimum of 7 pages due after the course.**
  - c. **All papers must be written APA style** writing. There is a sample of APA Writing Style online as a reference. All communication must be done through email.
  - d. Assignment questions should be completed and emailed.

## VII COURSE CALANDER

### Session and topic

1. What are the basic elements of a good marriage counselor
2. Empathy in the marriage
3. Family Therapy and the range of counseling techniques.
4. What is Christian Marriage Counseling and How it is different?
5. Types of Family Therapy
6. Biblical Principles for Marriage Counseling

### Scheduling

Week One: What are the basic elements of a good marriage

Reading Assignment: Read the books assigned before starting audio sessions

Write a reflection paper on the assigned material.

Week Two: Empathy in the marriage

Week Three: What will marriage counseling be like

Week Four: Family Therapy and the range of counseling techniques

Week Five: Types of Family Therapy

Week Six: Biblical Principles for Marriage Counseling