

SARDAR PATEL UNIVERSITY
Programme: Master of Education
Semester: IV
Syllabus with effect from: December 2016

Paper Code: PE04EMD2B1	Total Credits: 4
Title Of Paper: (P-1) Introduction to Guidance and Counselling	

Unit	Description in detail
	<p>Objectives : On completion of this course the students will be able to:</p> <ul style="list-style-type: none"> • Understand the meaning, nature and scope of guidance, • Understand the meaning of and the need for group guidance , • Recognize the role of guidance in attaining the goals of education, • Appreciate the need for guidance, • Develop acquaintance with various techniques of group guidance , • Understand the meaning, nature and scope of counseling, • Appreciate the need for and goals of counseling, • Understand the concept and process of counseling in group situation, • Understand the various stages involved in the process of counseling, • Become acquainted with the skills and qualities of an effective counselor and ethical considerations
1	<p>Understanding Guidance</p> <ul style="list-style-type: none"> ▪ Meaning and Definitions ▪ Need for guidance ▪ Purpose of guidance: self-understanding, self-discovery, self-reliance, self-direction, self-actualization ▪ School guidance services
2	<p>Types of Guidance and Group Guidance</p> <ul style="list-style-type: none"> ▪ Types of Guidance: Educational, Vocational/Career and Personal ▪ Individual guidance and group guidance; advantages of group guidance ▪ Group guidance techniques: class talk, career talk, orientation talk, group discussion, career conference, career corner, bulletin board, role play. ▪ Growing need of guidance at +2 level
3	<p>Understanding Counseling</p> <ul style="list-style-type: none"> ▪ Meaning and nature of counseling ▪ Scope of counseling ▪ Goals of counseling: resolution of problems, modification of behaviour, promotion of mental health ▪ Skills and qualities of an effective counselor
4	<p>Professional ethics for counsellors</p> <ul style="list-style-type: none"> ▪ Stages of the counseling process ▪ Counseling Techniques-person centred and group centred, cognitive interventions, behavioral interventions, and systematic interventions strategies. ▪ Skills and qualities of an effective counselor



	<ul style="list-style-type: none"> ▪ Professional ethics
5	<p>Types and Areas of Counseling</p> <ul style="list-style-type: none"> ▪ Uses of group process in counseling ▪ Process of group counseling ▪ Areas of counseling: family counseling, parental counseling, adolescent counseling, counseling of girls, counseling of children belonging to special groups ▪ Peer counseling: Its concept and the relevance to the Indian situation. ▪ Steps and skills in group counseling process. <p>Transactional Mode</p> <p>Group discussion, Lecture-cum –discussion, Panel discussion, Symposium, Reports, Research Journals, School visits and sharing of experiences</p> <p>Sessional Work: The students may undertake any one of the following activities:</p> <ul style="list-style-type: none"> ○ Identification of the cases for counseling ○ Exploring the possibilities for peer counseling in the institutions ○ Having with the counselor related to the process of counseling, clients and writing a report on this.

Basic Text & Reference Books:

- Bhatnagar, Asha and Gupta, Nirmala (Eds) (1999). Guidance and Counseling, Vol. I: A Theoretical Perspective, New Delhi: Vikas.
- Bhatnagar, Asha and Gupta, Nirmala (Eds) (1999). Guidance and Counseling, Vol. II: A Practical Approach. New Delhi: Vikas.
- Cormier, L. & Hackney, H. (1987). The Professional Counsellor. Englewood Cliffs, New Jersey: Prentice Hall.
- Corey, G. (1986). Theory and Practice of Counseling and Psychotherapy, 3rd Ed. Belmont: Calif-Brooks Cole.
- Dave Indu (1984). The Basic Essentials of Counselling. New Delhi: Sterling Pvt. Ltd.
- Egan, Gerard (1994). The Skilled Helper. 5thEd. California: Brookes Cole Publishing Co.
- Gazda George R.M.(1989). Group Counselling: A Development Approach. London: Allyn and Bacon.
- Gibson, R.L. & Mitchell, M.H. (1986). Introduction to Guidance. New York: McMillan.
- Gladding, Samuel, T. (1996). Counselling: A Comprehensive Profession. New Delhi: Prentice Hall Inc of India Pvt. Ltd.
- Mallon, Brenda (1987). An Introduction to Counseling Skills for Special Educational Needs-Participants Manual. Manchester: Manchester University Press, UK.
- Nugent, Frank A. (1990). An Introduction to the Profession of Counselling. Columbus: Merrill publishing Co.
- Pietrofesa, J.J, Bernstein, B., & Stanford, S. (1980). Guidance: An Introduction. Chicago: Rand McNally.
- Rao, S.N. (1981). Counselling Psychology. New Delhi: Tata McGraw Hill.
- Saraswat, R.K. & Gaur, J.S.(1994). Manual for Guidance Counselors. New Delhi” NCERT.

