

Mn nINSTITUTE FOR ENTREPRENEURSHIP AND CAREER DEVELOPMENT
BHARATHIDASAN UNIVERSITY, TIRUCHIRAPPALLI-620023.

Curriculum Design

Diploma in Guidance and Counseling

Course Duration : 6 Months; Total Marks: 600; Total Credits: 30

S. No.	Course Code	Title of the Course	CIA (Internal)	Theory/ Practical paper Marks (External)	Total Marks	Credits
PART-I						
1.	DGCTP1	Introduction to Guidance and Counselling	30	70	100	5
2.	DGCPP1	Practical Components I	30	70	100	5
3.	DGCPP2	Practical Components II	30	70	100	5
Total					300	15
PART-II						
1.	DGCTP2	Assessment in Guidance and Counselling	30	70	100	5
2.	DGCPP3	Practical Components III	30	70	100	5
3.	DGCPP4	Practical Components IV	30	70	100	5
Total					300	15

CIA-Continuous Internal Assessment-Marks: 30; Attendance: 10; Assignment: 10;

Internal Exam: 10

Theory Paper Marks (External): 70

Exercise of Practical Components - Internal Marks: 30;

Practical Components (External Marks): 70

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Diploma in Guidance and Counselling

PAPER-1

Course Code: DGCTP1; Course Name: Introduction to Guidance and Counselling

Objectives:

To Enable the Learners to

- ❖ Understand the concepts of guidance and counselling
- ❖ Understand the guidance services for special children
- ❖ Understand the Concept of Counselling
- ❖ Understand the Concept of Special groups.

UNIT-I CONCEPT OF GUIDANCE

Guidance-Definition, nature, functions, Importance of Guidance-Bases of Guidance Philosophical, Psychological and Sociological-Group and Individual Guidance. Difference between Guidance and Counselling

UNIT-II CONCEPT OF COUNSELLING

Counselling-Concept, steps, Approaches of Counselling-Directive Counselling, Non-Directive Counselling, Eclectic Counselling and their utility, Vocational Counselling Service. Nature, Qualification of the vocational counsellor, professional ethics of a counsellor.

UNIT-III TYPES OF GUIDANCE

Types of Guidance: Educational, Vocational, Recreational, Civic, Social, Moral, Personal, Leadership and Health.

UNIT-IV COUNSELLING SPECIAL GROUPS

Characteristics and needs of Special Groups- Socially and Economically Disadvantaged- Orphans- Delinquents- Drop-outs-AIDS Patients-Drug Addicts and Alcoholics- Pedophiles- Sexual harassment- Eve teasing. Disabled- children with learning disability, ADHD, Slow Learner, Autism.

UNIT-V COUNSELLING IN SCHOOLS

Individual and group Counselling The Meaning of Group Counselling- The Assumptions of Group Counselling- Structuring of Groups- The Process of Group Counselling- Advantages and Limitations of Group Counselling-Peer Counselling- Multicultural Counselling

Course Code: DGCPP1; Course Name: Practical Components-I

Assessment of Intellectual and Cognitive Abilities:

- Attention
- Memory
- Motivation
- Intelligence,
- Anger,
- Attitude and
- Aptitude.

Course Code: DGCPP2; Course Name: Practical Components- II

Career related Assessment:

- Aptitude career test
- Vocational interest career search self- efficacy,
- MBTI Vocational Preference Inventory
- Holand's Vocational preference inventory.

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Diploma in Guidance and Counselling

PAPER-II

Course Code: DGCTP2 ; Course Name: Assessment in Guidance and Counselling

Objectives:

To Enable the Learners to

- ❖ Understand the Testing and Non-Testing Devices in guidance service
- ❖ Understand the guidance and counseling services
- ❖ Understand the Personnel in the Guidance Programme
- ❖ Understand the Behavioral Problem of Students.

UNIT-I TESTING DEVICES IN GUIDANCE & COUNSELLING

Assessment of Intellectual and cognitive abilities: Attention memory and intelligence, anger, attitude and aptitude. Aptitude and Vocational interest career search self- efficacy, MBTI and Holand's Vocational preference inventory. Psychosocial adjustment; Anxiety, stress, depression and somatic complaints. projective and psychometric tests.

UNIT-II NON-TESTING DEVICES IN GUIDANCE & COUNSELLING

Non-Testing Devices: Rating scale, checklist and anecdotal report. Self-reporting techniques: self-expression, essays, self-description self- awareness exercises, diaries and daily schedules. Case study and case formulation. Interview - types.

UNIT-III GUIDANCE AND COUNSELLING SERVICES

Organizing Guidance service in school- Principles and importance, Role of Headmaster, Teachers, Parents and Counsellor's in organizing guidance services in school. Various guidance services- Orientation service, Student information service, Counselling service, Placement service, Occupation information service, Individual Inventory service.

UNIT-IV PERSONNEL IN THE GUIDANCE PROGRAMME

Concept of Personnel in the Guidance Programme- Need for Guidance Programme, Need for Guidance Personnel- Counsellors- Career Masters and Teachers as Guidance Personnel-Roles of Guidance Personnel- Counsellor- Career Master- Teacher.

UNIT-V BEHAVIOURAL PROBLEMS OF STUDENTS

Nature of Behaviour Problems, Problems of Children, Problems of Adolescents, Types of Behaviour Problem- Causes of Behaviour Problems- Techniques for Behaviour Management, Behaviour Modification Technique, Remedial Measures.

Course Code: DGCPP3; Course Name: Practical Components-III

Mental Health and Personality Assessment:

- Psychosocial adjustment
- Anxiety,
- Stress,
- Depression
- Interpersonal skill
- Leadership
- Mental Health.

Course Code: DGCPP4; Course Name: Practical Components-IV

Projective and Psychometric assessment:

- Thematic Apperception Test (TAT),
- Free Association Test(FAT)
- Situational Test.
- Emotional Intelligence Test
- Cognitive Ability Test

Suggested Books:

1. Agarwal, J.C. (2004). Educational, Vocational guidance and counselling. Doaba House
2. Bhatia, K.K. (1993). Educational and Vocational guidance. Vinod.
3. Gupta, M. (2003). Effective guidance and counselling: Modern methods and techniques. Mangal Deep.
4. Sharma, Shashi Prabhu. (2008). Career, Guidance and counselling. Principles and Techniques. Kanishka Publishers.
5. Traxler, A.E and North, R.D. (1996). Techniques of guidance. Harper and Row.

E- Resources:

<http://www.counselling.org>

<http://www.academia.edu>

<http://www.tandfonline.com>