

SEMESTER – IV**CPS 5d GUIDANCE AND COUNSELLING****Credits: 4****Internal: 40 marks****Hours/Week: Theory-4hrs Practical- 4hrs****External: 60 marks****Total: 100 marks****Course Learning Outcomes:****At the end of this course, student-teachers will be able to**

- apply the principles of guidance in practical situations and explore the types of Guidance services;
- discriminate the various types of counselling;
- discover the history of Guidance Movement and analyze the various therapies in Counselling;
- explain the important role of a counsellor;
- demonstrate the techniques of group guidance and group counselling; and
- express the need of guidance and counselling in schools;

Unit I: Guidance

Guidance- Meaning, Definitions, Aims, Nature and role of Guidance at various level of schooling-elementary, secondary, and higher secondary level. Principles and Needs. Types- Educational, Vocational, Personal, Social - Guidance and its dimensions. Functions of Guidance- Assessment, Adjustment and Adaptation.

Unit II: Counselling

Counselling– Meaning, Definitions, Elements-Characteristics – Objectives – Needs– Types: Directive Counselling, Non-Directive Counselling, Eclectic Counselling – Meaning, Characteristics, Steps, Advantages, Limitations – Difference between Counselling and Guidance. Stages of Counselling process- initial disclosure, in-depth exploration, and commitment to

action. Approaches of Counselling-Gestalt counselling, Psycho-analytical counselling, person-centered counselling, cognitive counselling and behavioural counselling.

Unit III: Guidance Movement in India

History of guidance movement in India- Problems of guidance movement- ways to improve guidance services in India- Benefits- Limitations - Therapies in Counselling: Psycho-behavioural therapy, Psycho - analytic therapy, Gestalt therapy – Stress and stress management – The role of government of India and Universities.

Unit IV: Qualities of a Counsellor

Counsellor – Qualities – Functions- Professional Ethics-Code of Professional ethics - Ethics of counsellor,ethical principles- Role of Teacher as a counsellor –at elementary and High school levels - counselling for pre- adolescents,and counsellors as catalyst for decision making. Characteristics of the effective counsellor- counsellor as a thereapeutic person.

Unit V: Group Guidance and Group Counselling

Group guidance – Meaning, Definition, Objectives, Problems, Significance – Techniques- group discussion, work shop, problem solving and role-play , Uses. Group counselling – Meaning, Requirements - Uses. Individual and Group counselling-Family group counselling and T(training) groups. Group Dynamics.

Unit VI: Guidance services in schools

Meaning and significance of Guidance services – types of guidance services in Schools – organization of School guidance services – duties of the School Counsellor – Guidance centre-mobile counselling centre.

Suggested References:

- Bhatnagar, R. P., & Seema, R. (2003). *Guidance and counselling in education and psychology*. Meerut: R.Lal Book Depot.
- Chauhan, S. S. (2008). *Principles and techniques of guidance*. Uttar Pradesh: Vikas Publishing House Pvt Ltd.
- Crow, L. D., & Crow , A. (2008)*An introduction to guidance*. Delhi: Surjeet Publications.

- Jones, A. J. (2008). *Principles of guidance*.(5 ed). Delhi: Surjeet Publications.
- Meenakshisundaram,A. (2005). *Guidance and counseling*. Dindigul: Kavyamala Publishers.
- Meenakshisundaram,A. (2006). *Experimental psychology*. Dindigul: Kavyamala Publishers.
- Quazi, Ferdoushi Islam (2012). *Student Counselling and Mentoring*. London :Pearson Education India and ICFAI University Press.
- Qureshi, H. (2004). *Educational guidance*. New Delhi: Anmol Publications Pvt.Ltd.
- Rao, Narayana. (2002). *Counselling and Guidance* : Tata Mc Graw- Hill publishing company 7, west patel nagar,New Delhi 110 008.
- Sharma, R. A. (2008). *Career information in career guidance*. Meerut: R.Lall Books Depot.
- Sharma, R. N. (1999). *Guidance and counseling*. Delhi: Surjeet Publishers.
- Sharma, R. N. (2008). *Vocational guidance & counseling*. Delhi: Surjeet Publications.
- Sodhi, T . S., & Suri, S. P . (1997). *Guidance and counseling*. Patiala: Bawa Publication.
- Vashist S. R.(Ed.). (2002). *Principles of guidance*. New Delhi: Anmol Publications Pvt.Ltd.
- நாகராஜன், கி. (2014). வழிகாட்டுதலும், அறிவுரை பகர்தலும். சென்னை, இராம் பதிப்பகம்.
