**CENTRAL UNIVERSITY OF Haryana**

**School of Education**

**Teaching Plan**

**Programme: B.Ed. Session: 2018-20**

**Year: II Semester-IV**

**Course Code- SOE020430DCE1102 Course Title: Guidance & Counselling**

**Credit: 02 Maximum Marks: 50**

**Name of Teacher: Dr. Saran Prasad**

1. **Teaching and Examination Scheme:**

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| --- | --- | --- | --- | --- | --- | --- |
| **Teaching Scheme**  **(Unit wise Division of Teaching hours)** | | | | **Examination Scheme** | | |
| **CIA** | **TEE** | **Total Marks** |
| **Unit No.** | **L** | **T/P** | **(L+T+P)** | **15 Marks** | **35 Marks** | **50 Marks** |
| **I** | **12** | **4** | **16** |
| **II** | **12** | **4** | **16** |
| **TOTAL** | **24** | **8** | **32** |
| Legends: **L-** Lecture, **T-**Tutorial/Teacher Guided Student Activity, **P**- Practicum/Practical.  **CIA-**Continuous Internal Assessment and **TEE**- Term End Examination | | | | | | |

1. **Unit-wise Teaching Plan:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Unit/Topic** | **Approximate Hours**  (Lecture/Tutorial/Practicum/ Practical) | **Content Outlines/Teaching Points** | **Teaching Strategies** | **Learning Outcomes** | **Evaluation Strategies** | **Suggested Learning Resources** |
| **Unit-I**  **Fundamentals of Guidance & Counselling:**   1. Guidance and Counselling: Concept, Need & Importance. 2. Principles of Guidance and Counselling. 3. Personal, Educational and Vocational Guidance. 4. Role of teacher as a Counsellor. 5. Organization of Guidance Programmes in schools. | **16 Hours** | 1.1 Concept of Guidance and Counselling.  1.2 Need of Counselling.  1.3 Importance of Counselling..  2.1. Principles of Guidance.  2.2. Principles of Counselling.  3.1. Concept of Persona Guidance  3.2. Concept of Educational Guidance  3.3 Concept of Vocational Guidance.  4.1. Role of teacher as a Counsellor.  5.1. Concept of Organization of Guidance Programmes in schools. | Lecture cum Discussion | **On completion of this unit the students will be able to:**   1. Explain the concept of Guidance and Counselling. 2. Recall the Need of Counselling. 3. Understand and highlight the Importance of Counselling.. 4. Explain the Principles of Guidance. 5. Explain the Principles of Counselling. 6. Explain the Concept of Persona Guidance 7. Understand and highlight the Concept of Educational Guidance. 8. Explain the Concept of Vocational Guidance. 9. Highlight the main Role of teacher as a Counsellor. 10. Explain the Concept Organization of Guidance Programmes in schools. | Students’ will prepare assignment and present their views/ideas on guidance & counselling, need, importance, types of guidance, roll of counsellor after complication of the unit.  &  Unit test | 1. **Gladding, R.(2018).** *Introduction to counselling,* New Delhi : Pearson. 2. **Kubalker, R. (2015).** *Know your stress-manage your stress,* Neel Kamal Publishers. 3. **Oberoi, S.C (2015).** *Educational vocational guidance & counselling,* International Publishing House.   **Web Resources:**   1. Change,http://www.ncert.nic.in/new\_ncert/ncert/rightside/links/pdf/focus\_group/Systemic\_reforms\_final.pdf Curriculum, Syllabus and Textbooks 2. ,http://www.ncert.nic.in/new\_ncert/ncert/rightside/links/pdf/focus\_group/cst\_final.pdf. |
| **Unit-II**  **Unit 2 : Counselling Services & Ethics:**   1. Types of Counselling services. 2. Counselling Skills. 3. Characteristics of Counsellor. 4. Directive, Non-directive and Eclectic Counselling, Individual & Group Counselling. 5. Professional ethics of Counsellors. | **16 Hours** | 1.1 Concept of Counselling services.  2.1. Meaning & Concept of Counselling Skills  3.1. Characteristics of Counsellor.  4.1. Concept of Directive counselling.  4.2. Concept of Non-directive counselling.  4.3. Concept of Eclectic counselling.  4.4. Concept of Individual counselling.  4.5. Concept of Group counselling.  5.1. .Concept of Professional ethics of Counsellors. | Lecture cum Discussion | **On completion of this unit the students will be able to:**   1. Explain the Concept of Counselling services. 2. Recall the Concept of Counseling Skills. 3. Understand the Characteristics of Counsellor. 4. Explain the Concept of Directive counselling. 5. Explain the Concept of Non-directive counselling. 6. Explain the Meaning & Concept of Eclectic counselling. 7. Recall the Concept of Individual & Group counselling. 8. Understand the Concept of Professional ethics of Counsellors. | Students’ will prepare assignment and present their views/ideas on Counselling Services & Ethics, after complication of the unit.  &  Unit test | 1. **Madhukar Indira (2005):***Guidance & Counseling,* Authors Press, N. Delhi 2. **Aggrawal JC (1991):** *Educational & Vocational Guidance & Counselling*, 7th edition, Doaba House, N. Delhi. 3. **Singh LK & Sudarshan KN (1996**): *Vocational Education, DPH Education* Series, Discovery Publishing house, N. Delhi.   **Web Resources:**   1. <https://yourdost.com/counselling> 2. counselling-skills 3. <https://www.slideshare.net/amjadfrance/qualities-ofcounselor> 4. <https://www.slideshare.net/tintojohnsvazhupadickal/types-of-counselling> 5. <https://www.slideshare.net/vnitritesh/counsellors-professional-ethics> |

**Internal Assessment Strategies:**

The thirty marks have been allotted under Internal Assessment. The following activities will be executed under Internal Assessment:

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| --- | --- | --- | --- |
| **S. No.** | **Activity** | **Mode** | **Weightage of Marks** |
| 1 | Two Sessional tests will be conducted(Better one will be considered) | Written Test | 10 |
| 2 | Practicum and Preparation of an assignment on various topics and it is followed  by presentation in the classroom | Assignment  &  Presentation (PPT) | 2.5 |
| 3 | Percentage of attendance | ------ | 2.5 |
|  | **Total Marks** | | 15 |