

PG DIPLOMA IN GUIDANCE AND COUNSELLING

Conducted by Psychology Department

COURSE CURRICULUM & MARKING SCHEME

Semester – I & II

Session : 2022-23



ESTD: 1958

**GOVT. V.Y.T. PG AUTONOMOUS COLLEGE,
DURG, 491001 (C.G.)**

(Former Name – Govt. Arts & Science College, Durg)

NAAC Accredited Grade A⁺, College with CPE - Phase III (UGC), STAR COLLEGE (DBT)

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Department of Psychology
GOVT. V.Y.T. PG. AUTONOMOUS COLLEGE, DURG

BOARD OF STUDY

POST GRADUATE DIPLOMA IN GUIDANCE AND COUNSELLING
Syllabus and Marking Scheme

2022-23

DEPARTMENT OF PSYCHOLOGY
GOVT. V.Y.T. PG. AUTONOMOUS COLLEGE, DURG

POST GRADUATE DIPLOMA IN GUIDANCE AND COUNSELLING

Objectives:

The main objective of this job-oriented course is to enable the student to understand the psychodynamics involved in the problems of human adjustment and their effective management.

Career Scope:

The P.G. Diploma in Psychological Guidance and Counselling is meant for those students. Who intend to take up position as:

- School Counsellor
- Career Counsellor
- Rehabilitation Counsellor
- Marriage Counsellor
- Family Counsellor
- Youth Counsellor
- NGO Counsellor
- Mental Health Counsellor
- It is also meant for those persons who intend to start their own guidance and counseling centers or consultancy services.

The syllabus for Post Graduate Diploma in Guidance and Counseling Semester-1&2 is hereby approved for the session 2022-23.

Name and Signatures of the Members :

HOD / Chairperson: Dr. Rachita Shrivastava Member, nominated by the Vice Chancellor Dr. Usha Kiran Agrawal Subject Expert : Dr. Basant Sonber Subject Expert: Dr. Usha Mahobey	Members of the Department: Dr. Pratibha Sharma Member of the other department : Dr. Suchitra Sharma Ex Student Harmendra
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Only PG in Psychology can apply.

Pratibha Sharma

Harmendra





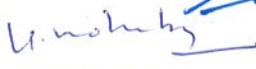


POST GRADUATE DIPLOMA IN GUIDANCE AND COUNSELLING
Marking Scheme

Semester	Title		Internal	External	Total Marks
I	A.	Theory Papers	20	80	100
		PAPER I – Psychological Guidance-I PAPER II – Counseling Theories and Techniques-I	20	80	100
I	B.	PAPER III – Practical 1. Construction of Guidance Tools 2. Psychological Testing	20	80	100
TOTAL					300

Semester	Title		Internal	External	Total Marks
II	A.	Theory Papers	20	80	100
		PAPER I – Psychological Guidance-I PAPER II – Counseling Theories and Techniques-I	20	80	100
II	B.	PAPER III – Practical Psychological Testing	20	80	100
TOTAL					300
GRAND TOTAL					600

The syllabus for Post Graduate Diploma in Guidance and Counseling Semester-1&2 is hereby approved for the session 2022-23.

Name and Signatures of the Members :

HOD /Chairperson: 	Members of the Department 
Member, nominated by the Vice Chancellor: 	Member of the other department 
Subject Expert: 	Ex Student 
Subject Expert: 	

Only Pk in Psychology can apply.

Spencer

Syllabus of Post Graduate Diploma in Guidance and Counseling

Semester-1

PAPER – 1

PSYCHOLOGICAL GUIDANCE-1

Maximum: 80 Marks

Course Outcomes:

After completing this course, student will be able to:

- CO: 1. Define the Basic of guidance.
- CO: 2. Understand the tools of guidance.
- CO: 3. Elucidate the techniques of guidance.
- CO: 4. Explain the organization of guidance programme.

UNIT – I

The Guidance:

- A. Meaning and Functions of guidance, The Difference between Guidance and Counselling.
- B. The Basic Principle and assumption of guidance.

UNIT – II

Techniques of Guidance -I:

- A. Understanding Individual (use of interviews and questionnaires)
- B. Appraisals of Aptitude for guidance, appraisal of personal qualities and interest: (Test and Inventories rating scale behavior descriptions).

UNIT – III

Techniques of Guidance -II:

- A. Anecdotal Records, Socio- Metric Devices, Cumulative Records,
- B. Case study and follow-up.

UNIT – IV








Organization of guidance programme:


- A. Organization of guidance programme in school and college.
- B. Problems of guidance in India.

BOOK RECOMMENDED :

1. Traxler, E. Arthur and North D Robert (1996). Technique of Guidance IIIrd Edition Halper & Row, Publishers New York and London.
 2. Crow, L. and Crow, A. (1962), An Introduction to Guidance IInd Ed. Eurasia Publishing House (P) Ltd.
 3. Asch, M. (2000) Principals of Guidance and counselling 1st Ed. Sarun & sons New Delhi.
 4. Jones, J. Arthur, eta (1952). Principal of Guidance 6th Ed. Tata McGraw Hill Publishing Company.
 5. Gupta S.K. (1985), Guidance and counselling in India education 1st Ed, Mittal Publishers Trinagar Delhi.
- The syllabus for Post Graduate Diploma in Guidance and Counseling Semester-1 is hereby approved for the session 2022-23.

Name and Signatures of the Members :

HOD (Chairperson:  Member, nominated by the Vice Chancellor:  Subject Expert :  Subject Expert: 	Members of the Department  Member of the other department  Ex Student 
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Only B.O. in psychology can apply


PAPER – II
COUNSELLING THEORIES AND TECHNIQUES-1

Maximum: 80 Marks

Course Outcomes:

After completing this course, student will be able to:

- Co: 1. Define the nature and purpose of counseling;
- Co: 2. Understand the Theoretical Approaches to Counseling.
- Co: 3. Elucidate the steps/stages involved in the process of counseling; •
- Co: 4. Explain important Techniques and Skills of Counseling.

UNIT – I

Nature of Counselling :

- A. Meaning, Purpose and goals of Counselling with special reference to India.
- B. Professional issues and ethics, education and training of the counsellor.
- C. Characteristics of counsellor.

UNIT – II

Theoretical Approaches to Counseling:

- A. Classification: Directive/ Nondirective/ Eclectic.
- B. Psychoanalytic oriented, behaviorally oriented, and cognitively oriented approaches.
- C. Indian approach: karma, Yoga and Meditation

UNIT – III

Process of Counseling:

- A. Defining the Counseling Process.
- B. The Stages and Steps in the Counseling Process.
- C. Factors Influencing Counselling Process.

UNIT – IV

Techniques and Skills of Counseling:

- A. Relaxation, Systematic Desensitization, Assertiveness training.
- B. Operant conditioning Technique, Cognitive Behaviour Modification.
- C. Biofeedback, Transaction analysis, Group counseling.

Book Recommended:-

- 1. Windy, D. (1988) (Ed.) Counselling in Action New York; Sage Publication.
- 2. Nelson, J. (1982) The theory and practice of counselling Psychology. New York. Renhart and Winston.
- 3. Belkin, G.S. (1988) Introduction to counselling. W.G. Brown Publishers.

The syllabus for Post Graduate Diploma in Guidance and Counseling, Semester-I is hereby approved for the session 2022-23.

Name and Signatures of the Members :

HOD (Chairperson): <i>Rachar</i>	Members of the Department <i>Shan</i>
Member, nominated by the Vice Chancellor: <i>Shan</i>	Member of the other department
Subject Expert: <i>U. S. S. S.</i>	Ex Student <i>Hees</i>
Subject Expert: <i>[Signature]</i>	

Only PG in Psychology can apply,

PAPER – III

Practical

100 Marks

Course Outcomes:

After completing this course, student will be able to:

Co: 1. Construct Guidance Tools.

Co: 2. Administered Psychological Test.

This paper consists of two parts: (a) Construction of Guidance Tools. (b) Psychological Testing.

(A) Construction of guidance tools: any one

(B) **Psychological Testing** (any four of the following tests :- (I) Verbal/ Non-Verbal Intelligence Test/Performance Tests,

(ii) Personality Test (iii) Anxiety Test, (IV) Depression Scale, (V) Adjustment Inventory,

(VI) Achievement Motivation, (vii) Stress Management, (viii) Occupational Interest

Lab Practical

1. Construction of guidance tools related to the area of specialization -20 Marks

2. Psychological Testing – 50

3. Practical Record book and Internal Assessments. 20

4. Viva – Voce -10

The syllabus for Post Graduate Diploma in Guidance and Counseling, Semester -I is hereby approved for the session 2022-23.

Name and Signatures of the Members :

HOD /Chairperson: Member, nominated by the Vice Chancellor:	Members of the Department Member of the other department
Subject Expert :	Ex Student
Subject Expert:	

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Signature

DEPARTMENT OF PSYCHOLOGY
GOVT. V.Y.T. PG. AUTONOMOUS COLLEGE, DURG
Approved syllabus for POST Graduate Diploma In Guidance and Counselling by the members
of Board of Studies for the Session 2022-23

Semester-2

The syllabus for Semester-2 with the paper combinations is as under
Post Graduate Diploma In Guidance and Counselling:

Paper I: Title of the paper- PAPER I – Psychological Guidance-2	Paper II: Title of the paper PAPER II – Counselling Theories and Techniques-2
Paper III- Title of the paper Field Exploration 1. Field Internship 2. Case Study Report	

Name and Signatures of the Members :

HOD / Chairperson: Dr. Rachita Shrivastava Member, nominated by the Vice Chancellor: Dr. Usha Kiran Agrawal Subject Expert : Dr. Basant Sonber Subject Expert: Dr. Usha Mahobey	Members of the Department: Dr. Pratibha Sharma Member of the other department : Dr. Suchitra Sharma Ex Student Hug Harmendra
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[Signature]

DEPARTMENT OF PSYCHOLOGY
GOVT. V.Y.T. PG. AUTONOMOUS COLLEGE, DURG








POST GRADUATE DIPLOMA IN GUIDANCE AND COUNSELLING
Syllabus and Marking Scheme

Semester-2

Marking Scheme:

Title		Internal	External	Total Marks
A.	Theory Papers	20	80	100
	PAPER I – Psychological Guidance-I PAPER II – Counseling Theories and Techniques-I	20	80	100
B.	PAPER III – Field Exploration 2. Field Internship 2. Case Study Report	20	80	100
GRAND TOTAL				300

Name and Signatures of the Members :

HOD /Chairperson: 	Members of the Department 
Member, nominated by the Vice-Chancellor: 	Member of the other department 
Subject Expert : 	Ex Student 
Subject Expert: 	

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Syllabus of Post Graduate Diploma in Guidance and Counseling

Semester-2

PAPER - I

PSYCHOLOGICAL GUIDANCE-II

80 Marks

Course Outcomes: After completing this course, student will be able to:

- Co: 1. Define the nature guidance services for children.
Co: 2. Understand the guidance Services for youth and adult.
Co: 3. Discus the types of guidance.
Co: 4. Explain emerging trends in guidance.

UNIT - I

Guidance Services-1

- Guidance Services for children-
A. Elementary School Children,
B. Junior high school children
C. Senior high school children.

UNIT - II

Guidance Services-2

- Guidance Services for youth and adult -
A. College Students,
B. Adult People
C. Senior Citizens.

UNIT - III

Types of Guidance

- A. Educational Guidance - meaning, need and importance.
B. Vocational Guidance - meaning, need and importance.
C. Personal Guidance - meaning, need and importance.

UNIT - IV

Emerging Trends in Guidance:

- A. Role of technology in guidance.
B. New concept of evaluation.
C. Changing concept of human behavior.

BOOK RECOMMENDED :

1. Traxler, E. Arthur and North D Robert (1996). Technique of Guidance 3rd Edition Halper & Row. Publishers New York and London.
 2. Crow, L. and Crow, A. (1962). An Introduction to Guidance 2nd Ed. Eurasia Publishing House (P) Ltd.
 3. Asch, M. (2000) Principals of Guidance and counselling 1st Ed. Sarun & sons New Delhi.
 4. Jones, J. Arthur, et al (1952). Principal of Guidance 6th Edl Tata McGraw Hill Publishing Company.
 5. Gupta S.K. (1985). Guidance and counselling in India education 1st Ed. Mittal Publishers Trinagar, Delhi.
- The syllabus for Post Graduate Diploma in Guidance and Counseling, Semester-2 is hereby approved for the session 2022-23.

Name and Signatures of the Members :

HOD /Chairperson: *[Signature]*

Member, nominated by the Vice-Chancellor: *[Signature]*

Subject Expert : *[Signature]*

Subject Expert: *[Signature]*

Members of the Department *[Signature]*

Member of the other department *[Signature]*

Ex Student *[Signature]*

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[Signature]

PAPER – II
COUNSELLING THEORIES AND TECHNIQUES-2

80 Marks

Course Outcomes: After completing this course, student will be able to:

- Co: 1. Define the application of counseling in different types and purpose.
Co: 2. Apply Techniques of Counseling for management of neurosis problem.
Co: 3. Apply Techniques of Counseling for management of Substance abuse •
Co: 4. Apply Techniques of Counseling for management of coping with Fear of interview, stage performance and taking decision.

UNIT – I

COUNSELLING APPLICATION – I

- School Counselling
- Career Counselling
- Family counseling
- Marital counseling

UNIT – II

COUNSELLING APPLICATION - II

Counseling for Management of

- Shyness.
- Depression.
- Stress.
- Phobias

UNIT – III

COUNSELLING APPLICATION -III

Counseling for Management of Substance abuse:

- Smoking and tobacco
- Alcohol and Drug Abuse.
- Gambling
- Mobil addiction

UNIT – IV

COUNSELLING APPLICATION - VI

Counseling for Management of

- Fear of interview
- Fear of stage performance.
- Problems in decision making.
- Crises Intervention

Book Recommended :-

- Windy, D. (1988) (Ed.) Counselling in Action New York; Sage Publication.
- Nelson, J. (1982) The theory and practice of counselling Psychology. New York. Renehart and Winston.
- Belkin, G.S. (1988) Introduction to counselling. W.G. Brown Publishers.

The syllabus for Post Graduate Diploma in Guidance and Counseling, Semester -2 is hereby approved for the session 2022-23.

Name and Signatures of the Members :

HOD /Chairperson: <i>Rach</i>	Members of the Department <i>Sh</i>
Member, nominated by the Vice Chancellor: <i>Sharma</i>	Member of the other department: <i>Sharma</i>
Subject Expert: <i>U. Mahabey</i>	Ex Student <i>Heer</i>
Subject Expert: <i>[Signature]</i>	

Only Pg in psychology can apply.
Sharma

PAPER – III

FIELD EXPLORATION (INTERNSHIP PROGRAMME OFF CAMPUS) 100 Marks

Course Outcomes:

After completing this course, student will be able to:

- Co: 1. Provide counseling to client.
- Co: 2. Prepare Case Study-Report.

A. INTERNSHIP PROGRAMME :

The students would be attached to the institute organization for a period of about one month. During this period they have to explore and identify the problem for investigation, and prepare Study-report (case) under the guidance of the Supervisor (faculty member).

B. INTERNSHIP EVALUATION :

- i. Presentation of the report in the departmental Seminar-20 Marks
- ii. Attendance for the programme certified by the supervisor s and Viva-80

The syllabus for Post Graduate Diploma in Guidance and Counseling, semester-I is hereby approved for the session 2022-23.

Name and Signatures of the Members :

HOD /Chairperson: <i>Fady</i>	Members of the Department <i>Ad</i>
Member, nominated by the Vice Chairperson <i>Sham</i>	Member of the other department <i>Sham</i>
Subject Expert : <i>U. Mohby</i>	Ex Student <i>Heby</i>
Subject Expert: <i>[Signature]</i>	

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[Signature]