

!! पढमं नाणं तओ दया !!

SHRI JAIN VIDYA PRASARAK MANDAL

COLLEGE OF EDUCATION



VALUE ADDED CERTIFICATE COURSE

BASIC SKILLS IN GUIDANCE & COUNSELING

02 CREDIT CERTIFICATE COURSE





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SHRI JAIN VIDYA PRASARAK MANDAL
COLLEGE OF EDUCATION

ESTD 8/9/1927

Fattechand Marg, Chafeker Chowk Chinchwad, Pune 411033. Tel.: 020-27352274,

APPROVED BY NCTE, GOVT. OF MAHARASHTRA & AFFILIATED TO SAVITRIBAI PHULE PUNE UNIVERSITY

NCTE

CODE- 123228/2015

SPPU ID CODE: PU/PN/B.Ed./240/2006

Website: www.sjvpmcoe.in

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Dr. Kothawade P.L.

(B.Sc. , M.A. , M.Ed. , Ph.D.) , Principal

Ref.

Date :

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BASIC SKILLS IN GUIDANCE & COUNSELING

Eligibility: Any students admitted for B.Ed. First or Second Year at Shri Jain Vidya Prasarak Mandal College of Education, Chinchwad, Pune

Duration: 32 Hours

Total Credits: 02 Credits

Medium of Instruction: Medium of Instruction for course will be Marathi or English.

Passing criteria:

1. Minimum 80% attendance is mandatory for appearing course completion.
2. Assessment shall consist of Practical submission and MCQ exam at the end of course
3. A student has to obtain 50% marks taken together of practical and MCQ with a minimum of 50% in each head of these separately.
4. If a student misses submission of practical or MCQ examination he/she will have a second chance with the endorsement of the Principal in consultation with the concerned course in-charge. Such a second chance shall not be the right of the student.



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SYLLABUS

Objectives:

1. Define the concept and need of guidance.
2. Illustrate the principles and procedure of guidance.
3. Explain the role of school in guidance.
4. Recognize various areas in guidance.
5. Explain the concept, need and meaning of counseling.
6. Illustrate principles and process of counseling.
7. Analyze the relationship between guidance and counseling.
8. Demonstrate the qualities and role of a school counselor.
9. Explain the tools and techniques in guidance and counseling.
10. Relate the need of counseling children with special needs and for parents.

Unit 1: Basics in Guidance

- 1.1 Introduction to Guidance – Meaning & nature, need and Scope
- 1.2 Basic Principles of Guidance
- 1.3 Aims & Objectives
- 1.4 Types of Guidance - Vocational Guidance , Personal Guidance, Group Guidance
- 1.5 Guidance for Special Children


Unit 2: Process Of Guidance

- 2.1 Areas Of guidance
- 2.2 Educational Guidance – Purpose, functions & Programme
- 2.3 The Guidance Services at different stages
- 2.4 Organization of a Guidance Programme
- 2.5 Guidance for Women
- 2.6 Guidance services in India
- 2.7 Educational Guidance at different stages

Unit 3: School Counselling

- 3.1 Meaning, Concept and nature of counselling
- 3.2 Principles of counselling
- 3.3 Aims & Objectives of counselling




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3.4 Types of Counselling

3.5 The Role of Counsellor in School

3.6 Counselling Process – Individual & Group Counselling

3.7 Difference Between Guidance & counselling

Unit- 4 Tools & Techniques for Guidance & Counselling

4.1 Group Guidance techniques

4.2 Rating scale

4.3 Case-study method

4.4 Psychological tests- Standardized and Non-standardized tests

4.5 Group Guidance Technique

4.6 Testing Techniques

4.7 Non-Testing Techniques


Practical Work (any one)

1. Interview of a school counselor.
2. Visit to a guidance/ counselling center and write a report.

Selected Reference books

- Dr. S.S Mathur, Fundamentals of Guidance and counselling
- S.S. Chauhan, Principal and the techniques of guidance
- Dr. Omprakash B. PAL, Educational and Vocational Guidance and Counselling
- S. K. Kochhar, Educational and Vocational guidance in secondary school
- Shilpa Chowdhary, Guidance, Counselling & Career Information
- डॉ. अरविंद दुनाखे, शैक्षणिक व व्यावसायिक मार्गदर्शन आणि समुपदेशन
- शशी सरवदे, शैक्षणिक मार्गदर्शन आणि समुपदेशन
- प्रा.डॉ. चंद्रशेखर देशपांडे, समुपदेशन : शास्त्रीय प्रक्रिया व उपयोजन
- डॉ.के.यु.घोरमोडे / डॉ.कला घोरमोडे, शैक्षणिक मार्गदर्शन आणि समुपदेशन



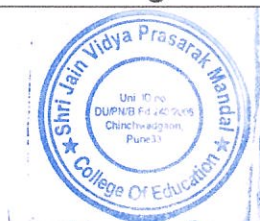

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SCHEDULE 2022-2023


Sr. No	Date	Time	Topic	Name of the faculty
1	20/09/2022	10 to 11	Orientation of Course	Prof. Shinde Suhas
2	21/09/2022	10 to 11	Introduction to Guidance – Meaning & nature, need and Scope	Prof. Rathod Rashmi
3	22/09/2022	10 to 11	Basic Principles of Guidance	Prof. Shitole Reshma
4	23/09/2022	10 to 11	Aims & Objective	Dr. Kothawade Pravin
5	24/09/2022	10 to 11	Types of Guidance	Prof. Rathod Rashmi
6	26/09/2022	10 to 11	Vocational Guidance	Prof. Shinde Suhas
7	27/09/2022	10 to 11	Personal Guidance	Prof. Sakunde Asha
8	28/09/2022	10 to 11	Group Guidance	Prof. Mali Sambhaji
9	29/09/2022	10 to 11	Guidance for Special Children	Dr. Kothawade Pravin
10	30/09/2022	10 to 11	Areas of guidance	Prof. Shinde Suhas
11	01/10/2022	10 to 11	Educational Guidance – Purpose, functions & Programme	Prof. Shinde Suhas
12	03/10/2022	10 to 11	The Guidance Services	Prof. Shitole Reshma
13	04/10/2022	10 to 11	Organization of a Guidance Programme	Dr. Kothawade Pravin
14	06/10/2022	10 to 11	Guidance for Women	Dr. Kothawade Pravin
15	07/10/2022	10 to 11	Guidance services in India	Dr. Kothawade Pravin
16	08/10/2022	10 to 11	Educational Guidance at different stages	Prof. Papal Amar
17	10/10/2022	10 to 11	Meaning and concept, definition of counselling	Prof. Jawalikar Arunkumar
18	11/10/2022	10 to 11	Principles of counselling	Prof. Rathod Rashmi
19	12/10/2022	10 to 11	Aims & Objective of counselling	Prof. Papal Amar
20	13/10/2022	10 to 11	Types of Counselling	Prof. Mali Sambhaji
21	14/10/2022	10 to 11	The Role of Counsellor	Prof. Sakunde Asha
22	15/10/2022	10 to 11	Counselling Process	Prof. Shinde Suhas
23	17/10/2022	10 to 11	Group Counselling	Prof. Papal Amar
24	18/10/2022	10 to 11	Difference Between Guidance & counselling	Prof. Mali Sambhaji




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25	19/10/2022	10 to 11	Group Guidance techniques	Prof. Rathod Rashmi
26	20/10/2022	10 to 11	Rating scale	Prof. Shitole Reshma
27	21/10/2022	10 to 11	Case-study method	Prof. Shinde Suhas
28	27/10/2022	10 to 11	Psychological tests	Prof. Mali Sambhaji
29	28/10/2022	10 to 11	Group Guidance Technique	Prof. Papal Amar
30	29/10/2022	10 to 11	Testing Techniques	Prof. Jawalikar Arunkumar
31	01/11/2022	10 to 11	Non-Testing Techniques	Prof. Sakunde Asha
32	02/11/2022	10 to 11	Intelligence Test	Prof. Rathod Rashmi
Submission of Practical Work				
MCQ Exam				




Principal
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