

Teaching Lesson Plan

MDC/MNV

GUIDANCE AND COUNSELLING (MNV)-D

Lecture hours: 45

OBJECTIVES: To Know the basic concept of guiding and Counselling

SN	Subject and Objectives	Lectures Hrs	Methodology	Evaluation Mode
Unit-I	Guidance – Meaning, Functions, Need	15Hrs		
	1. Guidance – Meaning, Definitions and Functions 2. Individual Guidance – Meaning, advantages and disadvantages 3. Group Guidance – Meaning and Advantages and Disadvantages 4. Need for guidance in secondary schools and requisites of a good school guidance programme.	15	PPT, Illustrations	Q & A, Assignments
Unit-II	Guidance - Educational, Vocational, Personal	10Hrs		
	1. Educational Guidance- Meaning, Function at different stages of Education 2. Vocational Guidance- Meaning, Function at different stages of Education 3. Personal Guidance- Meaning, Importance for the Adolescents	10	PPT, Illustrations	CIA
Unit-III	Counselling – Meaning, Techniques, Types	10Hrs		
	1. Counselling - – Meaning, importance and Scope 2. Techniques of Counselling- Directive, Non-Directive, Eclectic 3. Individual and Group Counselling –Meaning, Importance	10	PPT, Illustrations	Q & A, Assignments
Unit-IV	Basic Data Necessary for Guidance	10Hrs		
	1. Tools for collecting information on pupils: Intelligence: Concept and Test, Personality: Concept and Test, 2. Aptitude: Concept and Test 3. Cumulative Record Card 4. Anecdotal Record Card	10	PPT, Illustrations	Q & A, Assignments

Reference Books:

- "Introduction to Counseling: Voices from the Field" by Jeffrey A. Kottler and David D. Chen
- "Theories of Counseling and Psychotherapy: A Multicultural Perspective" by Allen E. Ivey, Michael J. D'Andrea, and Mary Bradford Ivey

3. "Counseling and Psychotherapy: Theories and Interventions" by David Capuzzi and Mark D. Stauffer
4. "Career Counseling: A Holistic Approach" by Vernon G. Zunker
5. "Developing Your Theoretical Orientation in Counseling and Psychotherapy" by Duane A. Halbur and Kimberly Vess Halbur
6. "Counseling Skills and Theory" by Margaret Hough
7. "Guidance and Counseling in Schools: A Response to Change" by Patrick M. Hughes
8. "Practical Counselling and Helping Skills: Text and Activities for the Lifeskills Counselling Model" by Richard Nelson-Jones
9. "Group Counseling: Strategies and Skills" by Ed E. Jacobs, Christine J. Schimmel, and Robert L. Masson
10. "The Counseling Practicum and Internship Manual: A Resource for Graduate Counseling Students" by Shannon Hodges

Prepared by Department