

**Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon**  
**Ordinance 181**

College Name: Dr Annasaheb G.D.Bendale Mahila Mahavidyalaya, Jalgaon

Title of Course: Certificate Course in Guidance and Counseling

Name of Coordinator:- Dr. Ashok B. Patil

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**Course Objectives:-**

- 1) To impart basic knowledge of psychological counseling.
- 2)
- 3) To inculcate counseling skills among students.
- 4) To encourage students for counseling.

**Duration of the course:-** 01 year

**Fees Structure:-** 400 Rs.

**Course outcomes:-**

- 1) Students can be eligible for any advanced courses in Counseling.
- 2) Students can get opportunities to join as a counselor in various fields like hospitals, colleges, schools, industry, government / private counseling sector etc.
- 3) Students can get confidence to find the solutions of his own or his intimate people's day-to-day adjustment problems.

**Course structure:-**

- 1) Paper-I ASPECTS OF HUMAN BEHAVIOR-100 Marks
- 2) Paper-II COUNSELING PROCESS-100 Marks
- 3) Paper-III- PSYCHOLOGICAL TESTING (Practical) -100 Marks

**Eligibility criteria:-** 12 th standard passed.

**Skeleton of course**

| Sr.No | Paper | Name of subject           | Theory/<br>practical | Teaching<br>hours | Max<br>Marks |    |     | Passing |    |    | Credits |
|-------|-------|---------------------------|----------------------|-------------------|--------------|----|-----|---------|----|----|---------|
| 1     | I     | Aspects of human behavior | Theory               | 90                | 60           | 40 | 100 | 24      | 16 | 40 | 6       |
| 2     | II    | Counseling Process        | Theory               | 90                | 60           | 40 | 100 | 24      | 16 | 40 | 6       |
| 3     | III   | Psychological Testing     | Practical            | 120               | 60           | 40 | 100 | 24      | 16 | 40 | 8       |

Internal marks will be divided in 3 parts eg, 05 marks for attendance, 10 marks for home assignment, tutorials and 25 marks for internal tests.

**Maximum staff:-**02

**Mode of examination:** Annual

**SYLLABUS**  
**PAPER- I - ASPECTS OF HUMAN BEHAVIOR**  
**MAX MARKS 60+40**

**Objectives –**

- 1. To develop understanding about aspects of human behavior.**
- 2. To develop insight about relationship between aspects of human behavior and individual problems.**

**CHAPTER 1: PERSONALITY DEVELOPMENT**

- 1.1 Heredity and Environment
- 1.2 Interests, Habits and Aptitude
- 1.3 How to develop Personality

**CHAPTER 2: INTELLIGENCE**

- 2.1 Concepts and Nature
- 2.2 Classification of intelligence from MR-Genius
- 2.3 How to develop intelligence

**CHAPTER 3: POSITIVE ATTITUDE**

- 3.1 Nature and Concepts
- 3.2 Formation of attitude
- 3.3 Attitude change

**CHAPTER 4: CREATIVITY AND ACHIEVEMENT**

- 4.1 Nature and steps
- 4.2 Development of creativity
- 4.3 Achievement motivation and its development

**Reference books:**

- Ewen, R., B., (2010 ): An Introduction to theories of Personality, Psychology press, Taylor and Francis group, New York.
- Hall, C.S., Lindzey, G., & Campbell, J.B. (2007). Theories of Personality. 4th Edn. Wiley: India.
- Franken, R. E. (2007). Human motivation. USA: Thomson Higher Education.
- Buck, R. (1976) Human Motivation and Emotion, New York: Wiley

## **PAPER- II- COUNSELING PROCESS**

### **Objectives –**

- 1. To know the students basic counseling processes.**
- 2. To develop understanding about counseling techniques.**

### **CHAPTER 1: BASICS IN COUNSELING -**

- 1.1 Definition and Fields
- 1.2 Counseling process (steps)
- 1.3 counseling content

### **CHAPTER 2: COUNSELING TECHNIQUES**

- 2.1 Interview
- 2.2 Case study
- 2.3 Observation

### **CHAPTER 3: CLIENT'S EVALUATION**

- 3.1 Definition and selection of a psychological test
- 3.2 Test administration
- 3.3 Test interpretation and diagnosis

### **CHAPTER 4: TREATMENT**

- 4.1 Psycho-Therapeutic treatments: Advice, suggestions, catharsis, yoga and meditation
- 4.2 Psychoanalysis, Hypnotism
- 4.3 Client-centre therapy, referred to the expert

### **Reference books:**

- Rao S. N. (2006). Counseling and Guidance. (2nd Ed) Tara McGraw- Kill Publishing Co. Ltd., New Delhi.
- Patterson, L. E. & Welfel, E.R. (2000). The Counseling Process. (5th Ed.) Wodsworth/Thornson Learning, Belmont.
- Nelson, R. (2000). Introduction To Counseling Skills, Text and Activities. Sage Publication, London.

### PAPER- III- PSYCHOLOGICAL TESTING (Practical)

#### Objectives-

1. To know the students knowledge about psychological test.
2. To develop insight about the relation between psychological test and counseling.

- 1- Interest Test (Educational/Vocational)
- 2 Study Habit testing
- 3 Aptitude testing
- 4 Marital adjustments
- 5 Attitude testing
- 6 Achievement motivation testing

7 Personality testing

8 Intellige

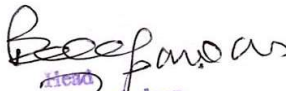
nce test: a) Koh's block b) Pass-along

#### External Evaluation: 80 Marks

1. Instruction and administered -- 15 Marks
2. Journal -- 15 Marks
3. Report writing -- 15 Marks
4. Viva-voce -- 15 Marks

#### Reference books:

- 1) Anastasi, A. & Urbina, S. (1997). Psychological testing. N.D.: Pearson Education.
- 2) Kaplan, R.M. & Saccuzzo, D.P. (2007). Psychological Testing: Principles, Applications, and Issues. Australia: Thomson Wadsworth
- 3) Miller, McIntire and Lovler (2011). Foundation of psychological testing, 3rd, Sage publication, California

  
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