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School of Studies in Sociology And Social Work
PG DIPLOMA IN GUIDANCE AND COUNSELLING (2022-23)

SCHEME of Examination

Course Objective –

- To enable the students to practice techniques of guidance and counselling.
- To develop professional skills for resolving problems of personal emotional and social context.

Outcome

- After completion of the course able to handle the problems and do better adjustment.
- After completion developed as professional counsellor and provide expert guidance services.

SEMESTER 1

Paper Code	Title of the Paper	Theory External Marks	Minimum Passing Marks	Internal Marks	Minimum passing Marks	Total
PGD 101	Introduction to Guidance	70	25	30	11	100
PGD102	Introduction to Counseling	70	25	30	11	100
PGD103	Human Growth & Development	70	25	30	11	100
PGD104	Education & Vocational Guidance and Counseling	70	25	30	11	100
PGD105	Project & Viva	70	25	30	11	100
Total		350		150		500

SEMESTER 2

Paper Code	Title of the Paper	Theory External Marks	Minimum Passing Marks	Internal Marks	Minimum passing Marks	Total
PGD201	Behaviour Dysfunction	70	25	30	11	100
PGD202	Theories of Personality	70	25	30	11	100
PGD203	Basic of Psychology	70	25	30	11	100
PGD204	Family Counseling	70	25	30	11	100
PGD205	Project & Viva	70	25	30	11	100
Total		350		150		500

Minimum Passing Marks in Each Paper (Theory) -36%
 Minimum Passing Marks in Each paper (Internal Assessment) -36%
 Minimum Passing Marks in Practical /Projects -36%

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31/10/2023

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School of Studies in Sociology And Social Work
PG DIPLOMA IN GUIDANCE AND COUNSELLING (2022-23)

Paper -1
Semester -I
Introduction to Guidance

OBJECTIVES:-

At the end of this course the participants will be able to:

- 1) Become a psychological counsellor.
- 2) Understand human behaviour at different stages.
- 3) Become a skilled counsellor.

Unit I

1. Concept and Definition of Guidance
2. Need of Guidance
3. Aims & Functions of Guidance

Unit II

1. Basic Principles of Guidance
2. Areas of Guidance
3. Guidance And Counseling: Relation & Difference

Unit III

1. Individual counseling Technique of Guidance
2. Group Counseling Technique & Models of Guidance
3. Clinical Approach of Guidance

Unit IV

1. Guidance Services – Information Service , Appraisal Service , Counseling Service, Placement Orientation, Remedial , Follow-up ,Program Evolutions
2. Principles Of Implementing Guidance program
3. Process of implementing Guidance Program

Unit V

1. Dimensions of Guidance
2. Methods of Guidance
3. Steps of Guidance

Ref:-

Reference

- निर्देशन एवं परामर्श) Guidance and counselling, amarnath rai, madhu Asthana, Motilal banarsidas, patna (Hindi)
- Educational and vocational guidance & counselling , Sharma & chaturvedi R lal Book Depot , meeruth (Hindi)

Educational psychology, pathak P.O, Vinod pustak mandir, Agra. (Hindi)

School of Studies in Sociology And Social Work
PG DIPLOMA IN GUIDANCE AND COUNSELLING (2022-23)

Semester -I
Paper II
Introduction to Counseling

OBJECTIVES:-

At the end of this course the participants will be able to:

- 1) Relate counselling theory to issues in counselling
- 2) Develop an ethical approach to counselling

Unit I

- 1. Concept , Meaning & Definition of Counseling
- 2. Need & Importance of Counseling
- 3. objectives of Counseling

Unit II

- 1. Areas of Counseling
- 2. Counseling climate
- 3. Counseling process

Unit III

- 1. Counselor & Counseling
- 2. Techniques of Counseling
- 3. Types & problems of Counseling

Unit IV

- 1. Approaches to Counseling
- 2. Counselor- personal Quantities
- 3. Ethic's of Counselor

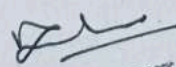
Unit V

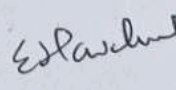
- 1. Evaluation of Counseling
- 2. Counseling in Indian Content
- 3. Counseling Centre – Importance & need.

Reference

- निर्देशन एवं परामर्श) Guidance and counselling, Amarnath rai, Madhu Asthana, Motilal Banarsidas, Patna (Hindi)
- Educational and vocational guidance & counselling , Sharma & Chaturvedi R lal Book Depot , Meerut (Hindi)

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School of Studies in Sociology And Social Work
PG DIPLOMA IN GUIDANCE AND COUNSELLING (2022-23)

Semester -I
Paper-III
Human Growth and Development

Objectives :

- Able to understand concept of self, self development and self awareness.
- Able to understand determinant and dynamics of human behaviour and life span approach to human development.

Unit I:

1. Determinants of Human Behaviour: Heredity and Environment,
2. Life span Approach to Human Development,
3. Pre conception, Conception and Post-natal Situations

Unit II:

1. Infancy and Babyhood: Development Tasks, Characteristics and Hazards.
2. Childhood: Development Tasks, Characteristics and Hazards.
3. Puberty: Development Tasks, Characteristics and Hazards.

Unit III:

1. Adolescence: Development Tasks, Characteristics and Hazards.
2. Adulthood: Development Tasks, Characteristics and Hazards.

Unit IV:

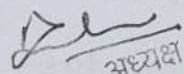
1. Middle age: Development Tasks, Characteristics and Hazards.
2. Old age: Development Tasks, Characteristics and Hazards


Unit V:

1. Human Behaviour, Dynamics of Human Behaviour,
2. Basic Human Needs,
3. Different Theories of Human Behaviour.

Suggested Readings:

Hurlock, E.D Development Psychology: A life Span Approach, Tata McGraw Hill, New Delhi. (also in Hindi)


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School of Studies in Sociology And Social Work
PG DIPLOMA IN GUIDANCE AND COUNSELLING (2022-23)

Semester -I
PAPER-IV

EDUCATIONAL & VOCATIONAL GUIDANCE AND COUNSELLING

OBJECTIVES:-

At the end of this course the participants will be able to:

- 1) Help student to find right vocational choices
- 2) Identify educational problems of students at different stages
- 3) Help students with learning difficulties and social/emotional problems
- 4) Understand the importance of rehabilitation counselling

Unit -1- Educational Guidance and Counselling

- 1.1 Educational Guidance & Counselling
- 1.2 Purpose of Educational Counselling
- 1.3 Scope of Educational Guidance
- 1.4 Nature, scope and significance of School Counselling

Unit -2- Vocational Guidance

- 2.1. Meaning, Aims, Objectives, Historical Outline & Process of Vocational Guidance
- 2.2. Responsibility of the school for Vocational Guidance
- 2.3 Service rendered by Vocational Guidance e programme
- 2.4. Theories & Importance Factors in Selection of a Vocation

Unit -3- Career Counselling

- 3.1. Nature and Scope of Career Counselling
- 3.2. Types of Career Counselling with Diverse Population
- 3.3. Educational and Occupational Guidance Services
- 3.4. Career Counselling Skills

Unit 4- Rehabilitation Counselling

- 4.1. Meaning , Definition and Aim of Rehabilitation Counselling
- 4.2. Right of Person With Disabilities Act, 2016, PWD Act 1995, Rehabilitation Counselling of Indian (RCI)
- 4.3. Neuron Development Disorders
- 4.4. Educational implications of Intellectual Disability, such as Learning Disability , Autism Spectrum Disorder etc.

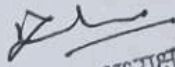
Unit -5- Practising and Understanding

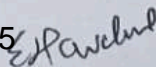
- 5.1. Counselling in different settings
- 5.2. Case studies related to Educational
- 5.3. Vocational and Career Counsel

Refrence

- निर्देशन एवं परामर्श) Guidance and counselling, amaranth rai, madhu Asthana, Motilal banarsidas, patna (Hindi)
- Educational and vocational guidance & counselling , Sharma & chaturvedi R lal Book Depot , Meerut (Hindi)

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School of Studies in Sociology And Social Work
PG DIPLOMA IN GUIDANCE AND COUNSELLING (2022-23)

Semester -I

PRACTICAL IN GUIDANCE & COUNSELLING

OBJECTIVES:-

- 1 Enable students to be efficient counsellors with practical knowledge in any one chosen area of specialization .
- 2 Equip them with practical skills to conduct IQ Tests.
- 3 Enable students to be familiar with career counselling techniques .
- 4 Help students to conduct different personality tests and Disability Screening

Note-1 . A students can opt for any one of the following areas of specialization and prepare a Project with any organization working in that particular area.

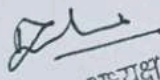
2. **The project shall include implementation of all the tests, experiments and counselling /therapy techniques mentioned under each area..**

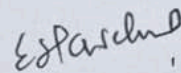
Area I- School Counselling (ANY ONE)

- Counselling Skills : (Case History, Mental Status Examination (MSE))
- Intelligence Test: (Draw a Person test (DAP)/ Malan's Intelligence Scale for Indian Children (MISIC)/ Raven's Standardized Progressive Matrices (RSPM).
- Aptitude Test: (David Battery of Differential Aptitude (DBDA) & interest test .
- Personality Test: ((Introversion Extroversion Inventory)/ High School Personality Questionnaire (HSPQ))
- Learning Disability Screening : (Specific Learning Disability Screening Questionnaire (SLD-SQ), Attention Deficit Hyperactivity Test (DSM-V)

Area III- Career Counselling (ANY ONE)

- Counselling Skills : (Case History, Mental Status Examination (MSE))
- Intelligence Test : (Raven's Standardized Progressive Matrices (RSPM)
- Aptitude Test: (David Battery of Differential Aptitude (DBDA) , Career Preference Record (CPR)
- Interest Test: Multiphase Interest Inventory/ Vocational interest inventory)
- Personality Test : High School Personality Questionnaire (HSPQ)


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School of Studies in Sociology And Social Work
PG DIPLOMA IN GUIDANCE AND COUNSELLING (2022-23)

SEMESTER 2

Paper Code	Title of the Paper	Theory External Marks	Minimum Passing Marks	Internal Marks	Minimum passing Marks	Total
PGD201	Behaviour Dysfunction	70	25	30	11	100
PGD202	Theories of personality	70	25	30	11	100
PGD203	Basic of Psychology	70	25	30	11	100
PGD204	Family Counseling	70	25	30	11	100
PGD205	Project & Viva	70	25	30	11	100
Total		350		150		500

Minimum Passing Marks in Each Paper (Theory)

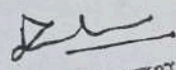
-36%

Minimum Passing Marks in Each paper (Internal Assessment)

-36%

Minimum Passing Marks in Practical /Projects

-36%


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School of Studies in Sociology And Social Work
PG DIPLOMA IN GUIDANCE AND COUNSELLING (2022-23)

Semester -II

Paper – I

BEHAVIOUR DYSFUNCTION

OBJECTIVES:-

- 1 To understand different perspectives on abnormal behaviour.
- 2 Aims at enabling the students to learn the causes, symptoms and type of various dysfunctional behaviour.
- 3 To develop positive attitude towards mental health.
- 4 Deepen the knowledge on psychological wellbeing.

Unit-1 Perspectives on Abnormal Behaviour.

- 1.1 Meaning and definition of normality and abnormality.
- 1.2 Models for understanding causes of behaviour dysfunction (Psychoanalytic, Humanistic-existential
Cognitive- behavioural , Transpersonal), Socio cultural theory and integrated a
- 1.3 Classification of mental disorder (ICD,XI, DSM,V)

Unit-2 Anxiety Disorders

- 2.1 Generalized Anxiety Disorders.
- 2.2 OCD and Related Disorders.
- 2.3 Panic Attack.
- 2.4 Phobia.

Unit-3 Mood Disorders: Meaning and Types

- 3.1 Depression, Bipolar, Dysthmic and Suicide
- 3.2 Etiological Factors, Prevention and Treatment .

Unit-4 Personality Disorder

- 4.1 Meaning , Nature and types.
- 4.2 Categories of Personality Disorders.
- 4.3 Causal Factors and treatment.
- 4.4 Anti Social personality.

Unit-5 Schizophrenia Spectrum & other Psychotic Disorders.

- 5.1 Schizophrenia meaning symptoms and dimension .
- 5.2 Types and treatment of schizophrenia .
- 5.3 Cognitive Disorders.

Reference

- Modern abnormal Psychology, Arun kumar singh, motilal banarsidas patna. (Hindi)
 - Advance clinical psychology, Arun kumar singh , Motilal Banarsidas patna. (Hindi)
 - Modern Genral psychology, Arun kumar & ashish kumar singh motilal Banarsidas, patna . (Hindi)
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School of Studies in Sociology And Social Work
PG DIPLOMA IN GUIDANCE AND COUNSELLING (2022-23)

Semester -II

Paper –II

THEORIES OF PERSONALITY

OBJECTIVES:-

- At the end of this course the participants will be able to:
- 1 Critically examine different approaches to counselling
 - 2 Deepen understanding of theoretical frame works
 - 3 Understand the link between theory and practice
 - 4 Arrive at their own personal orientation to counselling

Unit-1 Understanding Personality

- 1.1 Meaning Nature and Definition of Personality
- 1.2 Approaches to Personality and Factors Affecting Personality
- 1.3 Determinants and Directions of Personality
- 1.4 Measurement of Personality

Unit-2 Personality Theory in context to Indian Perspective

- 2.1 Upanishads sankhya theory of Personality
- 2.2 Yoga Theory of Personality
- 2.3 Abhidhamma
- 2.4 Ester Personality

Unit-3 Theory of Personality

- 3.1 Theories of Sigmund Freud
- 3.2 Psychosocial Theory of Personality, Erick Erickson
- 3.3 Field Theory Personality, kart leering

Unit-4 Theory of Personality

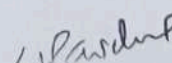
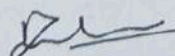
- 4.1 Phenomenological Theory of Personality Carl Rogers
- 4.2 Behaviourist Learning theory of Personality B.F Skinner
- 4.3 Social Learning of Personality : Aberd Bandure

Unit-5 Theory of Personality

- 5.1 Stimulus Response Theory of Personality : Miller & Dollard
- 5.2 Humininastic Theory of Personality : Abraham Maslow
- 5.3 Comparison between ester Approaches & Western Approaches of Personality

Reference

The Psychology of personality, Arun kumawat & ashish kumar singh motilal banarsidas,
Patna. (Hindi)



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School of Studies in Sociology And Social Work
PG DIPLOMA IN GUIDANCE AND COUNSELLING (2022-23)

Semester -II
paper III
Basic of Psychology

Objectives

1. To understand basic of Psychology
2. To Develop Skills for Applied psychology Concepts

Unit -1

1. Physiological Bases of Behaviour
2. Perception sensation & Attention
3. Emotion : Meaning , Classification & Measurement.

Unit II

1. Meaning , concept , Definition of Motivation
2. Theories of Motivation
3. Measurement of Motivation

Unit III

1. Definition & Nature of Intelligence & Artificial Intelligence
2. Type & Theories of Intelligence
3. Measurement of Intelligence

Unit IV

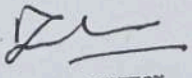
1. Adjustment and Maladjustment – Types and Symptoms
2. Thinking: Definition elements . Theories Creative Thinking
3. Problem Solving : Meaning , Strategies, Factors Infesting

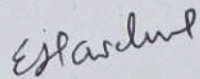
Unit V

1. Meaning & Definition of parametric & Non Parametric Statistics
2. Description Statistics and Interracial statistics
3. Use & Limitation of Statistics

Reference

- Modern abnormal Psychology, Arun kumar singh, motilal banarsidas patna. (Hindi)
- Advance clinical psychology, Arun kumar singh , Motilal Banarsidas, patna. (Hindi)
- Modern Genral psychology, Arun kumar & ashish kumar singh motilal Banarsidas, patna . (Hindi)


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School of Studies in Sociology And Social Work
PG DIPLOMA IN GUIDANCE AND COUNSELLING (2022-23)

Semester -II

Paper -IV

FAMILY COUNSELLING AND THERAPY

OBJECTIVES:-

At the end of this course the participants will be able to:

- 1 Identify various family issues and deal with them.
- 2 Become an effective family counsellor.
- 3 Understand different therapeutic counselling.
- 4 Become skilled person in de-addiction counselling

Unit-1 Introduction to Family Counselling and Therapy

- 1.1 Concept, Significance, Objectives of Marriage & Family Counselling
- 1.2 Origins, Development Process & Stages of Family Therapy
- 1.3 Concept of Family Therapy (Cybernetics System Theory, Functionalism, structuralism, Social Constructivism)

1.4 Techniques of Family Therapy.

Unit-2 Marriage Counselling.

- 2.1 Laws related to Marriage, Separation and Divorce
- 2.2 Concept of family, joint/unit family structure, Communication in the family, Responsible Parenthood.
- 2.3 Lifestyle issues such as Finance, work-life balance, male/female anatomy & physiology, Adjustment.
- 2.4 Psychology of Men & Women; Sexual morality in married life:

Unit-3 Theories of Family Therapy

- 3.1 Psychodynamic Theories.
- 3.2 Object Relation Theories.
- 3.3 Existential Theories.
- 3.4 Gestalt family Therapy.

Unit-4 Family Counsellor.

- 4.1 Skills of a Family Counsellor.
- 4.2 Qualities of a Family Counsellor.
- 4.3 Techniques of a Family Counsellor.
- 4.4 Ethics of a Family Counsellor.

Unit-5 Drug Abuse, Addiction and Family Counselling

- 5.1 Drugs – types of drugs, symptoms of addiction and different forms of denial.
- 5.2 Management of Addicts (Medical Model, Disease Model, Social Learning)
- 5.3 Recovery phases, Factors that complement recovery, Role of family & Community.
- 5.4 Relapse dynamics, social support system and rehabilitation.

Reference

Modern abnormal Psychology, Arun Kumar Singh, motilal banarsidas patna. (Hindi)

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School of Studies in Sociology And Social Work
PG DIPLOMA IN GUIDANCE AND COUNSELLING (2022-23)

Semester -II
PRACTICAL IN GUIDANCE & COUNSELLING

OBJECTIVES:-

1. Enable students to be efficient counsellors with practical knowledge in any one chosen area of specialization .
 - 2 Equip them with practical skills to conduct IQ Tests.
 - 3 Enable students to be familiar with career counselling techniques .
 - 4 Help students to conduct different personality tests and Disability Screening
- Note-1 . A students can opt for any one of the following areas of specialization and prepare a Project with any organization working in that particular area.
2. The project shall include implementation of all the tests, experiments and counselling /therapy techniques mentioned under each area..

Area II- Family Counselling (ANY ONE)

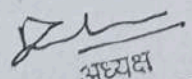
- Counselling Skills : (Case History, Mental Status Examination (MSE))
- Family therapy : Genogram, Verbatim
- Counselling Practicum.
- Role Modelling
- Personality Test: (Introversion-Extroversion Inventory / Anxiety, Depression and stress Scale (ADSS-BSPSA))

Area IV- De-addiction Counselling (ANY ONE)

- Counselling Skills : (Case History, Mental Status Examination (MSE))
- The Michigan Alcoholism Screening Test (MAST)
- Multi Model Life History Questionnaire
- Jacobson's Progressive Muscular Relaxation techniques (JPMR)
- Assertive training.

Area V- Rehabilitation Counselling (Mental Retardation (MR) (ANY ONE)

- Counselling Skills : (Case History, Mental Status Examination (MSE))
- Intelligence Test: (Seguin form Board (SFB), / Malan's Intelligence Scale for Indian Children (MISIC)
- Disability Screening (Vineland Social Maturity Scale (VSMS)
- Developmental Screening Test (DST)
- Educational Assessment: Functional Assessment Checklist for programming (FACP)


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