

PAPER CODE : 3562

PAPER – II : GUIDANCE & COUNSELLING

Unit-I : Meaning and scope of Guidance. Areas of Guidance – Educational, Vocational, Personal and Group Guidance. Need of guidance with special reference to India.

Unit-II : Guidance services: Self Inventory service, Information service, Personal Data collection service, Counselling service, Placement service, follow-up service Organization of guidance programme in School/college in community (Rural/Urban).

Unit-III : Personality: Meaning of Personality and Personal Adjustment; Personality Assessment, subjective and Objective techniques.

Counselling: Its concept and importance. Distinction between counselling and guidance.

Unit-IV : Methods of Counselling : Directive, non-directive, eclectic and group counselling.

Concept of Aptitude : Types of aptitude tests, G.A.T.B., D.A.T.B. and special aptitude tests.

Unit-V: Achievement and its measurement : cumulative Record; Intelligence tests verbal, non-verbal and performance type.

Interview : Its importance and types, structured, unstructured, interview schedule, counselling interview.

Books Recommended:

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| 1. John | Principles of guidance & Pupils Personal work |
| 2. Myers | Principles & Techniques of Guidance. |
| 3. Robert Smith & Erickon | Organisation and Administration of Guidance Service. |
| 4. Super, D.E. | Counselling in Secondary Schools. |
| 5. Pasrich and Prem | Guidance & Counselling in Indian Education. |
| 6. इन्दु दवे एवं ए.बी. पाठक | निर्देशक के मूल तत्व |
| 7. डॉ० चौहान वी. एल. एवं डॉ० जैन | निर्देशक एवं परामर्श |
| 8. कोचर | निर्देशक एवं परामर्श |