

Group B

Paper VII

Educational & Vocational Guidance (2 - Paper 7)

Objectives

1. Knowledge & Comprehension : The Learner :
 - i) Explains bases, meaning & need of guidance
 - ii) Tells types of guidance
 - iii) Explains the procedure of knowing the pupil
 - iv) Interprets the educational & psychological data of the pupils.
 - v) Explains the seven point plan.
 - vi) Tells the sources of occupational information.
 - vii) Compares the techniques of individual & group guidance.
 - viii) Tells the outline for job-study.
 - ix) Explains the importance of placement and follow-up services.
 - x) Explains the meaning of Adjustive guidance.
 - xi) Tells the recent trends and research in guidance.
2. APPLICATION : The Learner :

Uses the 'Seven-Point Plan' to study the pupil. Applies his knowledge of job-study for studying the job.

Administers various tests and collects & interprets the result.

SYLLABUS (Educational and Vocational Guidance)

1. Bases - concepts and types of Guidance.
 - 1.1 Bases of Guidance; Philosophical, Psychological, Sociological, Pedagogical.
 - 1.2 Concept of Guidance :
Meaning, Basic assumptions, and need of guidance. Influence of family and community on guidance, functions and purposes of Guidance.
 - 1.3 Types of Guidance :
Major Guidance Areas : Personal Guidance, Educational & Vocational Guidance.
2. Appraisal of an individual :
 - 2.1 Academic, Physical and Health Record, Anecdotal Record.
 - 2.2 Test Results : Achievement, Intelligence, Aptitude, Interest and Personality.
 - 2.3 Presenting, Interpreting and Reporting the Data : Profile and Seven Point plan.
3. Occupational Information :
 - 3.1 Collection and dissemination of information about various courses and occupations.
 - 3.2 Training facilities and job opportunities.
 - 3.3 Patterns of employment.
 - 3.4 Conferences, exhibitions, Visits.
4. Techniques of Guidance :
 - 4.1 Individual Guidance -
 - 4.1.1 Counseling - meaning, characteristics and theories - (i) Directive (ii) non-directive (iii) Electronic.
 - 4.1.2 Interview-meaning, purpose, conditions of interview Qualities & Responsibilities of an interviewer.
 - 4.2 Group Guidance :
 - 4.2.1 Meaning and Importance of group guidance.
 - 4.2.2 Types of group guidance, regular subject classes, co-curriculum classes, special groups, school, assemblies, Clubs.