

**ELECTIVE COURSE I – BASICS OF COUNSELLING**

**Unit I**

Introduction to Counselling : Meaning, Definition, Need and Importance of counseling and professional ethics in counselling.

**Unit II**

Basic Principles of Counselling : Participation, Individualization, Confidentiality, communication, acceptance, self confidence, self awareness and other principles governing the counseling relationship.

**Unit III**

Counselling process, Interview and its significance in counseling – Use of observation in counseling and understanding of emotions in counselling.

**Unit IV**

Types of counseling – Individual and Group Counseling, Family Counselling, Marital Counselling, Student Counselling and Industrial Counselling.

Techniques of group counseling, strategies and structure – barriers to effective counseling sessions; Counselling evaluation.

**Unit V**

Components of effective counseling : Personality of the counsellor's skills – Role and functions of the counsellor in schools, industries, family, hospital and rehabilitation institution.

**Reference:**

1. Burnett. J. : Counselling with young people
2. Fred Machinery : Counselling for personal Adjustment
3. Morrisco C.Engene : Counselling with Young people
4. Shestroit Everlett, Brammer  
M.Lawrence : The Dynamics of counseling process.
5. Tobbert, E.L. Introduction to Counselling
6. Colin Feltham, Controversies in psycho therapy and counseling, Sage Publications, New Delhi, 1999.
7. Kathryn Geldard & David Geldard, Counselling Children, A practical Introduction, Sage Publication, New Delhi, 1997.
8. Fullmer, D.W. & Bernard H.W.: Counselling content and process
9. Harms E & Schreiber : Handbook of counseling Techniques
10. Kennedt.E. : On Becoming a counselor – A Basic Guides for non-professional counselors, Macmillan, New Delhi.