

**RAJA NARENDRA LAL KHAN WOMEN'S COLLEGE  
(ATONOMOUS)**

**CAREER ADVANCEMENT CENTRE**

*Syllabus for*

*Certificate Course in psychological Counselling and Guidance*

**Course Hours:30**

**Unit - 1:** Introduction to Counselling and Guidance- meaning, definition, nature, scope, types of Guidance & Counselling, differences between them.

**Unit - 2:** Skills of Counselling- basic knowledge of psychology & make ability to rapport, communication skills, observational power & empathy, listening skills and patience, crisis management & problems solving.

**Unit - 3:** Areas of Counselling -educational, vocational, occupational, family, group & gerontological counselling .

**Unit - 4:** Psychological Assessment in Guidance and Counselling- meaning, purpose principles of psychological assessment, process of assessment, methods of assessment-interview, observation & case study.