



**MODIFIED CBCS CURRICULUM OF
POST GRADUATE DIPLOMA IN GUIDANCE AND
COUNSELLING (PGDGC) PROGRAMME**

SUBJECT CODE = DGC

FOR POST GRADUATE COURSES UNDER RANCHI UNIVERSITY



Implemented from
Academic Session 2023-2024



POST GRADUATE DIPLOMA IN GUIDANCE AND COUNSELING RANCHI UNIVERSITY, RANCHI

Email: counselingcell2016@gmail.com

Website: www.ranchiuniversity.ac.in

Ref. :.... **Members of Board of Studies of CBCS P.G. Diploma in Guidance and
Counselling (PGDGC) Programme for Self-financed/Vocational Courses
under Ranchi University**

1. **Chairman –**

Dr. M. Perwaiz Hassan
Associate Professor,
University Department of
Psychology Ranchi
University, Ranchi cum
Director,
Post Graduate Diploma in Guidance and Counselling
(PGDGC) Ranchi University, Ranchi

Hassan
23.11.23

2. **Internal Members-**

i. **Dr. Zeba**
Associate Professor and
Head, University
Department of Psychology
Ranchi University, Ranchi

Zeba
23/11/2023

ii. **Dr. Roselina Singh**
Assistant Professor,
University Department of Psychology,
Ranchi University, Ranchi

Roselina Singh
23-11-23

iii. **Dr. Rajesh Kumar**
Head,
Department of Psychology
J. N. College,
Dhurwa, Ranchi,
Ranchi University,
Ranchi cum
Coordinator,
Post Graduate Diploma in Guidance and Counselling (PGDGC)
Ranchi University, Ranchi

Rajesh Kumar
23.11.2023

iv. **Dr. Anita Arora**
Research Assistant
(Retd.), University
Department of
Psychology Ranchi
University, Ranchi

A. Arora
23.11.2023

3. **External Member-**

i. **Dr. Amol Ranjan Singh,**
Professor,
Department of Clinical
Psychology and Former
Director, RINPAS, Ranchi

Amol R. Singh
23.11.2023

ii. **Dr. Neha Sayeed,**
Consultant Clinical
Psychologist Beautiful
Mind Clinic, Bariatu,
Ranchi and Former Head,
Department of Clinical
Psychology, CIP, Ranchi

Neha Sayeed
23/11/23

4. **Invited Member-**

Dr. Neeraj
OSD Examinations Ranchi
University, IQAC member
& Assistant Professor,
University Department of
Chemistry, Ranchi
University, Ranchi

Neeraj
23/11/23

5. **Member Secretary-**

Dr. Shashi Kapoor Prasad
Assistant Professor (Contr.)
Department of Psychology,
J. N. College, Dhurwa, Ranchi,
Ranchi University, Ranchi,
Psychologist, Counselling Cell, Ranchi
University, Ranchi
Former Dr. S. Radhakrishnan Post-Doctoral
Fellow (UGC)

Shashi Kapoor Prasad
23/11/23

Dr. M. Perwaiz Hassan
23/11/2023
DIRECTOR
IQAC, RANCHI UNIVERSITY
RANCHI-834 001

Dr. M. Perwaiz Hassan
23/11/23
(Dr. M. Perwaiz Hassan)
DIRECTOR, PGDGC
Director
Post Graduate Diploma in
Guidance and Counselling
Ranchi University, Ranchi

Contents

S.No.		Page No.
	Members of Core Committee	i
	Contents	iii
	Regulations	iv
COURSE STRUCTURE FOR POSTGRADUATE PROGRAMME		
1	Distribution of 40 Credits	1
2	Course structure for PGDGC Programme	1
3	Semester wise Examination Structure for Mid Semester & End Semester Examinations	2
SEMESTER I		
4	I FC-101 Compulsory Foundation Course	3
5	II. CC-102 Core Course	4
6	III. CC-103 Core Course	5
7	IV CP-104 Core Course	6
SEMESTER II		
8	I CC-201 Core Course	7
9	II. CC-202 Core Course	8
10	III. CP-203 Core Course	9
11	IV PR-204 Core Course (Project/ Dissertation)	10
ANNEXURE		
12	Distribution of Credits for PGDGC Programme (Semester-wise)	12
13	Sample calculation for SGPA for PGDGC Programme	12
14	Sample calculation for CGPA for PGDGC Programme	12
DISTRIBUTION OF MARKS FOR EXAMINATIONS AND FORMAT OF QUESTION PAPERS		
15	Distribution of Marks of Mid Semester Theory Examinations	13
16	Distribution of Marks of End Semester Theory Examinations	13
17	Format of Question Paper for Mid Semester Evaluation of Subjects with/ without Practical (20 Marks)	14
18	Format of Question Paper for End Semester Examination of Subjects without Practical (70 Marks)	15

**GENERAL INFORMATION/ REGULATIONS FOR THE
PG DIPLOMA IN GUIDANCE AND COUNSELLING (P.G.D.G.C.)**

A candidate seeking admission to PGDGC Course must satisfy following conditions:

1. He/she must be a graduate from any recognized University in Psychology honours or any other discipline with one compulsory paper as Psychology with minimum 45% of marks in the aggregate or equivalent grade or passed some other examination recognized by the Academic Council of this University as equivalent thereof.
2. Admission to this course will be purely based on merit. If number of applicants exceeds double of the seats, there will be an Entrance Examination followed by the Department. Reservation of the seats for this course will be as per the admission rules of the University & the reservation policy of the State Government.
3. The written entrance examination will be of two hours' duration of 100 marks. The syllabus and pattern of question shall be given in admission test brochure and shall be finalized by a committee of three experts selected by admission committee of the department. The syllabus shall be made up of components taken from degree syllabi.
4. Candidates with good interpersonal skills will be preferred.
5. Each paper in the curriculum (Theory/Practical/Project/Field work) shall be an independent entity and shall be evaluated separately. The attendance and marks obtained in each entity should be above a minimum required level.
6. The title of papers and the content therein shall be subject to revision from time to time by the Board of courses of Study and the Academic Council of the University within the curriculum structure stated herein.
7. That all candidates shall be required to take up Project/Dissertation/Field work of approximately one-month duration under the supervision of a University teacher.

Duration

8. The session shall commence from **1st of July**.
9. The candidate admitted to the PGDGC shall undergo the prescribed course of study for one academic session, comprised of two semesters.
10. PG Diploma (Guidance and Counselling) programme shall follow the Semester pattern of instructions and examination.
11. PGDGC course leading to PG Diploma in Guidance and Counselling in the Faculty of Social Sciences shall be of one-year duration and shall run on full-time regular basis under self-financing scheme. At the end of semester, there shall be a University Evaluation of 100 marks each.
12. **Academic Year:** Two consecutive (one odd + one even) semesters constitute one academic year.
13. **Semester:** The Odd Semester is scheduled from **July to December** and the Even Semester is from **January to June**. Each week has a minimum of 40 working hours spread over 6 days.
14. Each semester will include – Admission, course work, conduct of examination and declaration of results including semester break.
15. An academic year comprising 180 working days in the least is divided into two semesters, each semester having at least 90 working days. With six working days in a week, this would mean that each

semester will have $90/6 = 15$ teaching/ working weeks. Each working week will have 40 hours of instructional time.

16. Each year the University shall draw out a calendar of academic and associated activities, which shall be strictly adhered to. The same is non-negotiable. Further, the Department will make all reasonable endeavors to deliver the programmes of study and other educational services as mentioned in its Information Brochure and website. However, circumstances may change prompting the Department to reserve the right to change the content and delivery of courses, discontinue or combine courses and introduce or withdraw areas of specialization.
17. Each paper shall cover courses for theoretical or practical examination as laid down by the Board of Courses of Study in the subject and approved by the Academic Council.
18. A candidate shall be required to clear all the papers within TWO academic years from the date of entry in the PG Diploma programme to be eligible for the award of the PG Diploma in Guidance and Counselling. Thereafter the registration will stand automatically cancelled.
19. A department may, at its discretion, grant an interruption of a programme of study to a candidate on grounds of illness or other adequate cause for a maximum period of one year in total. Interruptions in excess of one year shall only be permitted with the approval of the Academic Council.

Intake Capacity

20. The maximum number of the candidates should be **hundred (100)** only.

Medium of Instructions

21. The medium of instructions will be in Hindi and English

Credit of Courses

22. The term 'credit' refers to the weightage given to a course, usually in terms of the number of instructional hours per week assigned to it. The workload relating to a course is measured in terms of credit hours. It determines the number of hours of instruction required per week over the duration of a semester (minimum 15 weeks).
 - a) One hour of teaching/ lecture or two hours of laboratory /practical work will be assigned per class/interaction.

One credit for Theory	= <u>15 Hours of Teaching</u> i.e., 15 Credit Hours
One credit for Practicum	= <u>30 Hours of Practical work</u> i.e., 30 Credit Hours
 - b) For credit determination, instruction is divided into three major components:
 - Hours (L)** – Classroom Hours of one-hour duration.
 - Tutorials (T)** – Special, elaborate instructions on specific topics of one-hour duration
 - Practical (P)** – Laboratory or field exercises in which the student has to do experiments or other practical work of two-hour duration.

Examination Regulations

The eligibility for appearing in Examinations and promotion criteria and validity for registration shall be governed by the Examinations Rule of the Ranchi University. For detail see 'Regulation of PG CBCS' available at RU website. However, some of the important rules are undermentioned:

23. Examination Regulation for PG Programme of 40 Credits & for other PG Courses

- a) Mid Semester Theory Examination/ Sessional Internal Assessment (SIA) in all Courses will be organized at Department/ College/ Institution level.
- b) End Semester University Theory/ Practical Examination (ESUE) in all Courses will be organized at University level.
- c) Practical Examinations will be conducted by One External & One Internal Examiners to be appointed by the Controller of Examinations/Competent Authorities.

24. Marks Weightage and Scheme of Examination

- a) Each non-practical/non-project course (FC/CC/EC) shall be of **100 marks** having two components: **70 marks shall be assigned to the End Semester University Examination (ESUE), conducted by the University, and, 30 marks for Sessional Internal Assessment (SIA), conducted by the Department/College.**
- b) The marks of SIA shall further break into, 20 for Internal Written Examinations, 05 for Written Assignment/ Seminar presentation and 05 for overall performance of a student including regularity in the class room lectures and other activities of the Department/College.
- c) There shall be two written internal examinations, each of 1-hour duration and each of 20 marks, in a semester out of which the '**Best One out of Two**' shall be taken for computation of marks under SIA.

25. Guidelines for Question Setter:

- a) **SIA:** There will be a uniform pattern of questions for mid semester examinations in all the courses and of all the programmes. There will be **two** groups of questions in 20 marks written examinations of **one hour duration. Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered. Department may conduct Sessional Internal Examinations in other format as per need of the course.
- b) **ESUE:** End semester University examinations of **three hours' duration** for Odd semester (1st semester) will normally be held in the month of December every current academic. Similarly, the end semester University examinations for Even semesters (2nd semester) will normally be conducted in the month of June every current academic year.

There will be a uniform pattern of questions for all the courses and of all the programmes. There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks.

Group B will contain descriptive type six questions of fifteen marks each, out of which any four are to be answered. The questions will be so framed that examinee could answer them within the stipulated time.

[**Note:** There may be subdivisions in each question asked in Theory Examinations.
Attendance weightage: Upto 45%, 1mark; 45%<Attd.<55%, 2 marks; 55%<Attd.<65%, 3 marks; 65%<Attd.<75%, 4 marks; 75% < Attd, 5 marks]]

- c) Practical/ Project courses would also be of 100 marks but there **shall be no internal written examinations** of the type specified above. The total 100 marks will have three components: 70 marks for the practical ESUE and 20 marks for the Viva-voce examination conducted during the ESUE to assess the applied and practical understanding of the student. There shall be a University Examination for 100 marks of 3 hours' duration and 1 hour may be added for the formalities like Record keeping and Viva-voce.

The written component of the project (**Project Report**) shall be of 70 marks and 20 marks will be for the Viva-voce examination jointly conducted by an external examiner, appointed by the University, and the internal supervisor/guide.

10 marks in both cases mentioned above will be assigned on cumulative assessment of examinee during the semester and will be awarded by the department/faculty concerned.

26. There shall be no Supplementary or Re-examination for any subject. Students who have failed in any subject in an even semester may appear in the subsequent even semester examination for clearing the backlog. Similarly, the students who have failed in any subject in an odd semester may appear in the subsequent odd semester examination for clearing the backlog.
27. That the result of examination shall be notified by the Controller of Examinations of Ranchi University in different newspapers and shall also be placed in Departmental notice board.
28. That each successful candidate shall receive his/her mark sheet and certificate in the prescribed form specifying the subject in which he/she was examined and the class in which he/she was placed.
29. That if a student is found to have indulged in any kind of malpractice or caught indulging in any malpractice, as per the regulations under 'Examinations' Chapter-III of Ranchi University Code, Part-IV the examination given by the student will be cancelled and the candidate will be awarded 'ZERO' marks and declared as "FAIL" The candidate has to reappear for the subject (paper) in the subsequent examination as a non-collegiate candidate.

Minimum Passing Marks in a Course:

30. To earn academic credits requisite for a non-practical / non-project course, a student would have to secure **a minimum of 28 marks in the ESUE and a minimum of 17 marks in the SIA to clear the course**. In other words, a student shall have to pass separately in the ESUE and in the SIA by securing the minimum marks prescribed here:
- If a student failed to secure pass marks in Mid Semester, he/she has to reappear in Mid & End Semester Examinations.
 - In case a student is fail to secure pass marks in End Semester Examination, then he/she has to appear only in End Semester Examination of following Sessions within period of Upper Limit of Two Years. Marks of Mid Semester will be carried for the preparation of result.

Course fee

31. To be admitted to PG Diploma in Guidance and Counselling course, a candidate must pay tuition fee, development fee, course fee, examination fee, library fee, laboratory fee etc. quantum of which shall be decided by the syndicate from time to time.
32. That the result of examination shall be notified by the Controller of Examinations of Ranchi University in different newspapers and shall also be placed in Departmental notice board.

33. That to be admitted to Post Graduate Diploma in Guidance and Counselling (PGDGC) a candidate should pay Tuition fee, Developmental fee, Course fee, Laboratory fee, Library fee etc. This includes Rs. 12,500.00 (Rupees Twelve Thousand Five Hundred Only) per Semester, total Rs. 25000/- (Rupees Twenty-Five Thousand Only), For ST/SC Rs. 10,500/- (Rupees Ten Thousand Five Hundred Only) per Semester, total Rs. 21,000.00 (Rupees Twenty-One Thousand Only).

S.No.	Detail	Category	Semester - I	Semester - II	Total
1.	Tuition fee, Developmental fee, Course fee, Laboratory fee, Library fee etc.	GEN	₹ 12,500.00	₹ 12,500.00	₹ 25,000.00
2.		ST/SC	₹ 10,500.00	₹ 10,500.00	₹ 21,000.00

34. Admission Form and Examinations fee will be collected as per Ranchi University norms.

Offering PGDGC Course

35. This PG Diploma Course should be introduced either in PG. Department of the concerned University or in such colleges where other PG Courses are being run by the University and adequate infrastructural facilities are available to run that particular course. For starting these courses in colleges there must be a precondition of running the concerned course in the college concerned at undergraduate level for at least five years.
36. The University will ensure that the curriculum including practical session and infrastructure facilities should be as per UGC norms and standard and the regulations should be conformity with the provisions of UGC-Regulation regarding specifications of degree. The University will seek mandatory permission/Approval of UGC-/Regulation bodies where ever required before starting the proposed courses. This will apply in case of running courses also.
37. There will be specific provision to provide teaching facilities to run the courses. The qualification and number of teachers for each course will be as provisions laid down by the UGC. The teachers will be engaged on full time contractual basis as per norms and standards prescribed by UGC.
38. Important and necessary documents of PG Diploma in Guidance and Counselling shall be kept as per the guidelines of the University.

---- X ----

COURSE STRUCTURE FOR PGDGC

Table AI-1: Distribution of 40 Credits

Course	Papers	Credits Theory + Practical
I. Foundation Course (FC)		
1. Foundation Course Compulsory Foundation/ Elective Foundation	(FC) 1 Paper	1X5=5
II. Core Course (CC)		
Theory	(CC 1 to 10/11) 3 Papers	3X5=15
Practical/ Tutorial*	1 Papers/-----	1X5=5
Project	1 Paper	1X5=5
III. Elective Course (EC)		
Discipline Centric Elective	(DC/EC 2&3)	
Theory +	1 Papers	1X5=5
Practical	1 Paper	1x5=5
		Total Credit = 40

Table AI-1.1: Course structure for PGDGC Programme

Semester	Subject (Core Courses) 12 Papers	Allied (Elective Courses) 3 Papers	Foundation Course (Compulsory Course) 1 Paper	Total Credits
Sem-I	C-1, C-2, C-3 (5+5+5=15 Credits)		Foundation Course FC (05 Credits)	20 Credits
Sem-II	C-4, (05 Credits) C-5 (Project) (05 Credits)	EC1, EC2 (5+5=10 Credits)		20 Credits
				Total = 40 Credits

For Session 2023-24 onwards

COURSES OF STUDY FOR PGDGC PROGRAMME

Table AI-2 Subject Combinations allowed for PGDGC Programme (80 Credits)

Foundation Course FC 1 Paper	Core Subject CC 12 Papers	Dissertation PR 1 Paper	Discipline Centric Elective/ Generic Elective Course DC/ GE 2 Papers
--	---	---	---

Table AI-2.1 Semester wise Examination Structure for Mid Sem & End Sem Examinations:

Sem	Core, AE/ GE/ DC/ EC & Compulsory FC Courses				Examination Structure		
	Paper	Paper Code	Credit	Name of Paper	Mid Semester Evaluation (F.M.)	End Semester Evaluation (F.M.)	End Semester Practical/ Viva (F.M.)
I	Foundation Course	FCDGC101	5	Basics of the Psychology, Personality, Adjustment and Intelligence	30	70	----
	Core Course	CCDGC102	5	Theories & Principles of Guidance and Counselling	30	70	----
	Core Course	CCDGC103	5	Organizational Stress management (Case Study)	----	----	100
	Core Course (Pr)	CPDGC104	5	Measurements of Personality and Intelligence (Practical)	----	----	100
II	Core Course	CCDGC201	5	Behaviour Dysfunctions	30	70	----
	Core Course	CCDGC202	5	Counselling for Unique Communities	30	70	----
	Core Course (Pr)	CPDGC203	5	Counselling and Guidance Practical	----	----	100
	PROJECT/ Dissertation	PRDGC204	5	Internship/ Dissertation/ Project	----	----	100

SEMESTER I
4 Papers

Total 100 x 4 = 400 Marks
I. FOUNDATION COURSE [FCDGC101]:
 (Credits: Theory-04, Tutorial-01)

Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100	Pass Marks (MSE:17 + ESE:28)=45
---	---------------------------------

BASICS OF THE PSYCHOLOGY, PERSONALITY, ADJUSTMENT AND INTELLIGENCE
Theory: 60 Lectures; Tutorial:15 Hrs

Course Objective: To provide basic knowledge of Counselling, adjustment and intelligence.

UNIT-I

- Introduction, meaning and relevance of Counselling Psychology.
- Approaches and methods of Counselling Psychology.
- Personality:
 - Meaning, Nature and Definitions
 - Approaches and Determinants.
 - Impacts of Social Media on Personality.

UNIT-II

- Characteristics of human adjustment
- Psychological approaches of adjustment.
- Basic areas of adjustment:
 - School, Career & Job.
 - Marital
 - Old age & Death adjustment.
- Mental Health:
 - Characteristics
 - Need & Importance
 - Status of mental health in India
 - Treatments/coping with maladjustment.

UNIT-III

- Intelligence:
 - Meaning
 - Definitions and Nature
 - Theories of Intelligence

Suggested Readings:

1. Baron, R. & Misra, G. (2013). *Psychology*. New Delhi: Pearson.
 2. Chadha, N.K. & Seth, S. (2014). *The Psychological Realm: An Introduction*. New Delhi: Pinnacle Learning.
 3. Ciccarelli, S. K., & Meyer, G. E. (2010). *Psychology: South Asian Edition*. New Delhi: Pearson Education.
 4. Mohsin, S.M. (1982). *Experiments in Psychology*. Motilal Banarsidas.
 5. Passer, MW & Smith, R.E. (2010) *Psychology: The science of mind and behaviour*. N. Delhi Tata McGraw-Hill.
 6. Suleman, M. (1996). *Manovagyanik Prayog aur Parikshan*.
 7. Sulemaan, M. (2011) *Samaanya Manovigyan: Mool Prakriyen Ewam Sangyanatmak Prakriyen*. (Hindi) Motilal Banarsi Das New Delhi .
 8. Singh, A.K. (2015). *Advanced General Psychology (Hindi)* Motilal Banarsi Das New Delhi.
-

II. CORE COURSE [CCDGC102]: (Credits: Theory-04, Tutorial-01)

Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100	Pass Marks (MSE:17 + ESE:28)=45
---	---------------------------------

THEORIES & PRINCIPLES OF GUIDANCE AND COUNSELLING**Theory: 60 Lectures; Tutorial:15 Hrs**

Objective: To provide theoretical knowledge of guidance and counselling with reference to Special Groups.

UNIT-I

- Nature, Meaning, Scope and need of Guidance
- Guidance Techniques
- Areas of Guidance

UNIT-II

- Theoretical approaches to Counselling.
- Process of Counselling

UNIT-III

- Counselling of special groups
 - Delinquents
 - Drop-outs
 - Drug addicts
 - Homosexuals
- Counselling of abused - Types and its effects
- Fundamental of Counselling Skills
 - Attending
 - Listening
 - Empathy
 - Respect
- Ethics in Counselling.

Suggested Readings:

1. Hersen, M., Kazdin, A. E., & Bellack, A. S. (1991) *The Clinical Psychology Handbook Pergamon*. New York
 2. Sweet, J. J., Rozensky, A. & Tavian, S. M. (1991) *Handbook of Clinical Psychology in Clinical Practice*. New York: Plenum.
 3. Walker, C. E. (2001) *Handbook of Child Clinical Psychology*. New York: John Wiley & Sons.
-

III. CORE COURSE [CCDGC103]:

(Credits: 05)

Marks : 100 (ESE: 3Hrs)=100**Pass Marks =45*****Guidelines to Examiners for******End Semester Examination (ESE):****Evaluation of Case Study Report may be as per the following guidelines:*

Case Study of Clients (if any) and the Record notebook = 70 marks
Report presentation and viva-voce = 30 marks

ORGANIZATIONAL STRESS MANAGEMENT**Theory: 60 Lectures; Practical: 30 Hours**

Objective: To provide the practical knowledge about stress management in the Organization.

Unit-I: Stress

- Concept, Different Perspectives and Symptoms, Framework of Stress.

Unit-II: Occupational Stress

- Characteristics, Causes, Organizational Structure.
- Effect on Job Behaviour, Job Satisfaction and Performance.

Unit-III: A study report on Stress Management among factory workers/Educational Institutions in respect to gender and ethnicity.**Suggested Readings:**

1. *Matteson, M.T. & Ivancevich, J.M. (1987). Controlling Work Stress-Effectiveness*
2. Ferraro, G.P. (1994), *The Cultural Dimensions of International Business* (2nd Ed.). New Jersey: Prentice Hall.
3. Matsumoto, D. (1993). *People: Psychology from a Cultural Perspective*. California: Brooks/Cole Publishing Company.
4. Schneider, S. C. & Barsouse, J. L. (Eds.) (1997). *Managing Across Cultures*. New York: Prentice Hall.
5. Chadha, N.K. (2004) *Recruitment and Selection*. New Delhi: Galotia Publishing House.
6. Chadha, N.K. (2007) *Perspectives in Organizational Behavior*. New Delhi: Galotia Publishing House. Du Brin, A.J. (2010). *Leadership: Research Findings, Practice and skills*. OH: Cengage.
7. Grint, K. (2001). *Leadership: Classical, contemporary, and critical approaches*. New York: Oxford University Press.
8. Ones, A.N., D.S., Sinangil, H.K., Viswesvaran, C. (Eds.) (2005). *Handbook of industrial, work and organizational Psychology*, Vol.2. London: Sage.

IV. CORE COURSE PRACTICAL [CPDGC104]:

(Credits: Practical-05)

Marks: 30 (ESE: 20 Viva + 5Attd. + 5 Record) + 70 (ESE Pr: 6Hrs)=100**Pass Marks =45*****Instruction to Question Setter:******End Semester Practical Examination (ESE Pr):****Five questions in equal value will be set, out of which students shall have to answer two questions.**The questions in practical examination will be of equal to 70 marks and will be so framed that the students are able to answer them within the stipulated time. 20 marks will be awarded on the performance in viva voce whereas 10 marks will be awarded on cumulative assessment which is further subdivided as 5 marks for Practical record and 5 marks for Attendance.****Note:****(Attendance Upto75%, 1mark; 75<Attd.<80, 2 marks; 80<Attd.<85, 3 marks; 85<Attd.<90, 4 marks; 90<Attd, 5 marks).***PRACTICUM-I****Practical: 60Hours****Measurements of Personality and Intelligence*****Objective:* To know about the practical knowledge and experience about the Personality and Intelligence.**

- Measurement of Personality
 - MPI
 - Anxiety scale
 - TAT
- Measurement of Intelligence
 - Mohsin's General Intelligence Test
 - Jalota's Group Test of Mental Ability
 - Emotional Intelligence Test

Suggested Readings:

1. M.R.D' Amato (2006): Experimental Psychology: Methodology Psychophysics and Learning TMH Edition – Fifteenth Reprint (2006)
2. Stephen F Davis (2005): Handbook of Research methods in Experimental Psychology, edited by Stephen F Davis, Blackwell publishing 35, Main Street Maldon, NA 02148-5020 U.S.A.
3. Barry and Morton (1985): Experimental methods in psychology, Mc Graw Hill
4. Broota K.D. (1992): Experimental Designs in Behavioural research New Delhi, Wiley Estern
5. Robert L. Solso (2002 M. Kimberly Maclin): Experimental Psychology, Pearson Education P. Ltd. Indian Branch
6. C.B. Dave and others (1998): Experimental Psychology Theory and Statistics Viral Prakashan – Allahabad
7. Mohsin, S.M. (1982): Experiments in Psychology. Patna: Motilal Banarsidas.
8. सुलेमान, एम. (1996), मनोवैज्ञानिक प्रयोग और परीक्षण
9. सिंह, ए.के. उच्चतर मनोवैज्ञानिक प्रयोग एवं परीक्षण, भारती भवन
10. श्रीवास्तव, आर. आधुनिक प्रायोगिक मनोविज्ञान
11. शर्मा, गो. आधुनिक प्रायोगिक मनोविज्ञान
12. सिंह, अ. आधुनिक प्रायोगिक मनोविज्ञान
13. श्रीवास्तव, बी. आधुनिक प्रायोगिक मनोविज्ञान
14. बनारसीदास, मो. आधुनिक प्रायोगिक मनोविज्ञान
15. तरन्नुम, आ. मनोविज्ञान में प्रयोग और परीक्षण
16. बनारसीदास, मो. मनोविज्ञान में प्रयोग और परीक्षण

SEMESTER II
4 Papers

Total 100 x 4 = 400 Marks
I. CORE COURSE [CCDGC201]:

(Credits: Theory-04, Tutorial-01)

Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100	Pass Marks (MSE:17 + ESE:28)=45
---	---------------------------------

BEHAVIOUR DYSFUNCTIONS
Theory: 60 Lectures; Tutorial:15 Hrs
Objective: To provide basic knowledge about Abnormal and Behavioural Disorders.

UNIT-I: Introduction to Abnormal Psychology:

- Perspectives on abnormal behaviour
- viewpoints in Abnormal Psychology
- Meaning, classification of mental disorders
- Causes of behaviour dysfunction
- Models for understanding behaviour dysfunction:
 - a) Psychoanalytic
 - b) Humanistic- Behavioural
 - c) Transpersonal

UNIT-II: Stress and Anxiety related disorders:

- Symptoms, Types and Causes
- General Anxiety Disorder (GAD)
- Phobia
- Obsessive-Compulsive Disorder (OCD)
- Stress and Dissociative Disorders.

UNIT-III

- Mood Disorder
 - Symptoms, Types, Causes and Treatments
- Suicide
 - Facts about Suicide
 - Perspective and Prevention
- Psychotherapy
 - Benefits, Types and Approaches
 - Supportive Therapy:
 - a) Environmental Manipulation
 - b) Externalization of Interest
 - c) Muscular Relaxation

Suggested Readings:

1. Hersen, M., Kazdin, A. E., & Bellack, A. S. (1991) *The Clinical Psychology Handbook Pergamon*.
 2. New York
 3. Sweet, J. J., Rozensky, A. & Tavian, S. M. (1991) *Handbook of Clinical Psychology in Clinical Practice*. New York: Plenum.
 4. Walker, C. E. (2001) *Handbook of Child Clinical Psychology*. New York: John Wiley & Sons.
-

II. CORE COURSE [CCDGC202]: (Credits: Theory-04, Tutorial-01)

Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100	Pass Marks (MSE:17 + ESE:28)=45
---	---------------------------------

COUNSELLING FOR UNIQUE COMMUNITIES**Theory: 60 Lectures; Tutorial:15 Hrs****Unit-I: Counselling in Special Areas**

- Socially and Economically Disadvantaged Groups
- Medical and Health
- Industrial Settings

Unit-II: Counselling for Special Groups-I

- Disables
- Gifted
- Migrants
- Disaster

Unit-III: Counselling for Special Groups-II

- Educational Guidance Programme
 - Guidance at Primary School Level
 - Guidance at Secondary School Level
 - Guidance at College Level
 - Complementary Roles of the Teacher Counsellor and Professional Counsellor

Suggested Readings:

1. Brown, B. (1977) *Stress and the Art of Biofeedback*. Toronto: Bantam Age Books.
 2. Cacippo, J. T., Tassinary, L.G., & Berntson, M. (2007) *Handbook of Psycho- physiology*, Cambridge. Schwartz, M. S. (Ed) (2001) *Biofeedback: A Practitioner's Guide*. New York: The Guilford Press.
-

III. CORE COURSE PRACTICAL [CPDGC203]:

(Credits: 05)

Marks : 100 (ESE: 3Hrs)=100**Pass Marks =45*****Instruction to Question Setter:******End Semester Practical Examination (ESE Pr):****Five questions in equal value will be set, out of which students shall have to answer two questions.**The questions in practical examination will be of equal to 70 marks and will be so framed that the students are able to answer them within the stipulated time. 20 marks will be awarded on the performance in viva voce whereas 10 marks will be awarded on cumulative assessment which is further subdivided as 5 marks for Practical record and 5 marks for Attendance.****Note:****(Attendance Upto75%, 1mark; 75<Attd.<80, 2 marks; 80<Attd.<85, 3 marks; 85<Attd.<90, 4 marks; 90<Attd, 5 marks).***PRACTICUM-II****Practical: 60Hours****Counselling and Guidance Practical****Objective:** This paper will help to the students to understand about the practical knowledge of Counselling of students, Family, abnormalities, and abuse etc.

- Counselling with Case studies:
 - Educational, Career and Family
 - Counselling for hypertension/Cancer/Corona.
 - Child Abuse/Drug abuse patents

Suggested Readings:

1. M.R.D' Amato (2006): Experimental Psychology: Methodology Psychophysics and Learning TMH
2. Edition – Fifteenth Reprint (2006)
3. Stephen F Davis (2005): Handbook of Research methods in Experimental Psychology, edited by
4. Stephen F Davis, Blackwell publishing 35, Main Street Maldon, NA 02148-5020 U.S.A.
5. Barry and Morton (1985): Experimental methods in psychology, Mc Graw Hill
6. Broota K.D. (1992): Experimental Designs in Behavioural research New Delhi, Wiley Estern
7. Robert L. Solso (2002 M. Kimberly Maclin): Experimental Psychology, Pearson Education P. Ltd.
8. Indian Branch
9. C.B. Dave and others (1998): Experimental Psychology Theory and Statistics Viral Prakashan –Allahabad
10. बनारसीदास, मो. आधुनिक प्रायोगिक मनोविज्ञान
11. तरन्नुम, आ. मनोविज्ञान में प्रयोग और परीक्षण
12. बनारसीदास, मो. मनोविज्ञान में प्रयोग और परीक्षण

IV. CORE COURSE (PROJECT) [PRDGC204]:

(Credits: 05)

Marks : 100 (ESE: 3Hrs)=100**Pass Marks =45*****Guidelines to Examiners for******End Semester Examination (ESE):***

Evaluation of project dissertation work may be as per the following guidelines:

Project model (if any) and the Project record notebook = 70 marks
Project presentation and viva-voce = 30 marks

Overall project dissertation may be evaluated under the following heads:

- *Motivation for the choice of topic*
- *Project dissertation design*
- *Methodology and Content depth*
- *Results and Discussion*
- *Future Scope & Suggested Readings*
- *Presentation style*
- *Viva-voce*

DISSERTATION

The students of Post-Graduation in Counselling Psychology must work Thirty-Six (36) days as Intern under the following organizations:

- Government Organizations
- Judiciaries
- Health Care Sectors
- Educational Institutions
- NGOs etc.

The candidates must have to prepare Case Report, based on quantitative or qualitative data of their Internship period:

1. Selection of Research Topic.
2. Review or Survey of the related Literatures.
3. Formation of Research Problem; research questions, objectives and hypotheses.
4. Formation of Research Design, Selection of tools for data collection and description of Sample.
5. Pilot Research or Study.
6. Revision of Research Proposal.
7. Collection of data.
8. Coding and analysis of data.
9. Conclusions and their Interpretations
10. Preparation of Research Report.

OR

Project Report submission based on Internship Programme

Suggested Readings:

1. M.R.D' Amato (2006): Experimental Psychology: Methodology Psychophysics and Learning TMH Edition, Fifteenth Reprint (2006)
 2. Stephen F Davis (2005): Handbook of Research methods in Experimental Psychology, edited by Stephen F
 3. Davis, Blackwell publishing 35, Main Street Maldon, NA 02148-5020 U.S.A.
 4. Barry and Morton (1985): Experimental methods in psychology, Mc Graw Hill
 5. Broota K.D. (1992): Experimental Designs in Behavioural research New Delhi, Wiley Eastern
 6. Robert L. Solso (2002 M. Kimberly Maclin): Experimental Psychology, Pearson Education P. Ltd. Indian
 7. Branch
 8. C.B. Dave and others (1998): Experimental Psychology Theory and Statistics Viral Prakashan – Allahabad
 9. Mohsin, S.M. (1982): Experiments in Psychology. Patna: Motilal Banarsidas.
 10. सुलेमान, एम. (1996), मनोवैज्ञानिक प्रयोग और परीक्षण
 11. सिंह, ए.के. उच्चतर मनोवैज्ञानिक प्रयोग एवं परीक्षण, भारती भवन
 12. श्रीवास्तव, आर. आधुनिक प्रायोगिक मनोविज्ञान
 13. शर्मा, गो. आधुनिक प्रायोगिक मनोविज्ञान
 14. सिंह, अ. आधुनिक प्रायोगिक मनोविज्ञान
 15. श्रीवास्तव, बी. आधुनिक प्रायोगिक मनोविज्ञान
-

DISTRIBUTION OF CREDITS FOR P.G. PROGRAMME (SEMESTER-WISE) FOR
POSTGRADUATE 'P.G.D.G.C.' PROGRAMME

Table B-1: Semester wise distribution of 80 Credits for Subjects with Practical Papers.

Semester	CC	FC	GE/DC	AE	Total credits
Semester I	15	05			20
Semester II	5		15		20
	20	05	15	---	40

CC=Core Course; FC=Foundation Compulsory/Elective Course; GE=Generic Elective; SE=Skill Enhancement Course; DC=Discipline Centric Elective

SAMPLE CALCULATION FOR SGPA & CGPA FOR POSTGRADUATE 'P.G.D.G.C.'
PROGRAMME

Table B-2: Sample calculation for SGPA for 'P.G.D.G.C.' Programme

Course	Credit	Grade Letter	Grade Point	Credit Point (Credit X Grade)	SGPA (Credit Point/Credit)
Semester I					
FC	05	A	8	40	
C-1	05	B+	7	35	
C-2	05	B	6	30	
C-3/CP	05	B	6	30	
Total	20			135	6.60 (135/20)
Semester II					
EC-2/EC-2	05	B	6	30	
EC-3/EC-3	05	A+	9	45	
C11/EP	05	B	6	30	
Project	05	A+	9	45	
Total	20			150	7.50 (150/20)
CGPA					
Grand Total	40			285	7.13 (285/40)

Table B-3: Sample calculation for CGPA for 'P.G.D.G.C.' Programme

Semester I	Semester II
Credit:20; SGPA:6.60	Credit:20; SGPA: 7.50

Thus CGPA= (20x6.60+20x7.50) /40=7.13

DISTRIBUTION OF MARKS FOR EXAMINATIONS AND FORMAT OF QUESTION PAPERS

Distribution of Marks for Mid Semester Evaluation:**Table No. 15:** Distribution of marks of Theory Examinations of Mid Semester

Topic	Code	Full Marks	Pass Marks	Time	Group-A (Very short answer type Compulsory Questions) No. of Questions x Marks = F.M.	Group-B (Descriptive Questions) No. of Questions x Marks = F.M.	Total No. of Questions to Set	
							Group A	Group B
Mid Sem*	T30*	30 (20 +5 +5)	17	1 Hr	5 x1 =5	3 (out of 5) x5 =15	05	5

*There shall be 20 marks theory examination for mid sem, 05 marks for attendance/ regular interactions & 05 marks for seminar/ assignment/ term paper given by faculty concerned in classrooms.

Distribution of Marks for End Semester Theory Examinations:**Table No. 16:** Marks distribution of Theory Examinations of End Semester

Topic	Code	Full Marks	Pass Marks	Time	Group-A# (Very short answer type Compulsory Questions) No. of Questions x Marks = F.M.	Group-B (Descriptive Questions) No. of Questions x Marks = F.M.	Total No. of Questions to Set	
							Group A#	Group B
End Sem	T50	50	--	3 Hrs	2 x5 =10	2 (out of 3) x20 =40	2	3
	T70	70	28	3 Hrs	Q.No.1 (5x1) + 1x5 =10	4 (out of 6) x15 =60	2	6

Question No.1 in Group-A carries very short answer type questions of 1 Mark

Note : There may be subdivisions in each question asked in Theory Examinations.

FORMAT OF QUESTION PAPER FOR MID SEM EXAMINATION

20 MARKS



Ranchi University, Ranchi

Mid Sem No.Exam Year

Subject/ Code

F.M. =20

Time=1Hr.

General Instructions:

समान्य निर्देश :

- i. **Group A** carries very short answer type compulsory questions.
(खंड 'A' में अत्यंत लघु उत्तरीय अनिवार्य प्रश्न हैं।)
- ii. **Answer 3 out of 5** subjective/ descriptive questions given in **Group B**.
(खंड 'B' के पाँच में से किन्हीं तीन विषयनिष्ठ/ वर्णनात्मक प्रश्नों के उत्तर दें।)
- iii. Answer in your own words as far as practicable.
(यथासंभव अपने शब्दों में उत्तर दें।)
- iv. Answer all sub parts of a question at one place.
(एक प्रश्न के सभी भागों के उत्तर एक साथ लिखें।)
- v. Numbers in right indicate full marks of the question.
(पूर्णांक दायीं ओर लिखे गये हैं।)

Group A

- | | | |
|---------|--|---------|
| 1. | | [5x1=5] |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |

Group B

- | | | |
|----------|--|-----|
| 6. | | [5] |
| 7. | | [5] |
| 8. | | [5] |
| 9. | | [5] |
| 10. | | [5] |

Note: There may be subdivisions in each question asked in Theory Examination.

FORMAT OF QUESTION PAPER FOR END SEM EXAMINATION

70 MARKS



Ranchi University, Ranchi

End Sem No.Exam Year

Subject/ Code

F.M. =70

P.M.=28

Time=3Hrs.

General Instructions:

- i. **Group A** carries very short answer type **compulsory** questions.
- ii. **Answer 4 out of 6** subjective/ descriptive questions given in **Group B**.
(खंड 'B' के छः में से किन्हीं चार विषयनिष्ठ/ वर्णनात्मक प्रश्नों के उत्तर दें।)
- iii. Answer in your own words as far as practicable.
(यथासंभव अपने शब्दों में उत्तर दें।)
- iv. Answer all sub parts of a question at one place.
(एक प्रश्न के सभी भागों के उत्तर एक साथ लिखें।)
- v. Numbers in right indicate full marks of the question.
(पूर्णांक दायीं ओर लिखे गये हैं।)

Group A

1. [5x1=5]
- i.
- ii.
- iii.
- iv.
- v.
2. [5]

Group B

3. [15]
4. [15]
5. [15]
6. [15]
7. [15]
8. [15]

Note: There may be subdivisions in each question asked in Theory Examination.