

TEACHING PLAN

GUIDANCE AND COUNSELING

DAYS WAISE SYLLBUS

Incharge – Neha Sabarwal

S. NO	DATE	TOPIC	PPT	VEDIOS	NOTES
1	10.12.20	MEANING OF GUIDANCE	Y		Y
2	11.12.20	NEED OF GUIDANCE	Y		Y
3	12.12.20	PRINCIPAL OF GUIDANCE	Y		Y
4	14.12.20	AIMS & OBJECTIVE OF GUIDANCE	Y		Y
5	15.12.20	NEW TRENDS IN GUIDANCE	Y		
6	16.12.20	TYPES OF GUIDANCE	Y		Y
7	17.12.20	NEED OF EDUCATIONAL GUIDANCE			Y
8	18.12.20	PRINCIPAL OF EDUCATIONAL GUIDANCE	Y		
9	19.12.20	VOCATIONAL GUIDANCE	Y		Y
10	21.12.20	NEED OF VOCATIONAL GUIDANCE	Y	Y	
11	22.12.20	NEED OF PSYCHOLOGICAL GUIDANCE			Y
12	23.12.20	SOCIAL NEED OF GUIDANCE			Y
13	24.12.20	SCOPE OF GUIDANCE IN TERMS OF AREAS & STAGES OF LIFE			Y
14	26.12.20	PERSONAL GUIDANCE	Y	Y	
15	28.12.20	PROCESS OF PERSONAL GUIDANCE	Y		Y
16	29.12.20	MEANING OF EDUCATIONAL GUIDANCE			Y
17	30.12.20	PURPOSS OF EDUCATIONAL GUIDANCE			Y

18	1.1.21	PROCEDURE OF EDUCATIONAL GUIDANCE			Y
19	2.1.21	MEANING OF COUNSELLING	Y	Y	
20	4.1.21	CHARACTERISTICS OF COUNSELLING			Y
21	5.1.21	ASSUMPTIONS OF COUNSELLING	Y	Y	
22	6.1.21	PURPOSES OF COUNSELLING	Y		Y
23	7.1.21	STEPS IN COUNSELLING	Y		Y
24	8.1.21	APPROACHES OF COUNSELLING			Y
25	9.1.21	DIFFERENCE BETWEEN GUIDANCE AND COUNSELLING	Y		
26	11.1.21	MEANING OF OCCUPATIONAL INFORMATION SERVICE	Y		Y
27	12.1.21	OBJECTIVES OF OCCUPATIONAL INFORMATION SERVICE			Y
28	13.1.21	TECHNIQUES OF DISSEMINATING EDUCATIONAL & OCCUPATIONAL INFORMATION			Y
29	15.1.21	NEED & IMPORTANCE OCCUPATIONAL INFORMATION SERVICE	Y		
30	16.1.21	MEANING OF PLACEMENT SERVICE	Y	Y	Y
31	18.1.21	PURPOSES OF PLACEMENT SERVICE			Y
32	19.1.21	ORGANIZING OF PLACEMENT SERVICE			Y
33	20.1.21	FUNDAMENTAL PRINCIPLES IN ORGANIZING PLACEMENT SERVICE			Y
34	21.1.21	FUNCTIONS OF PLACEMENT SERVICE	Y		
35	22.1.21	MENING OF FOLLOW UP SERVICE	Y	Y	
36	23.1.21	PURPOSES OF FOLLOW UP SERVICE			Y
37	25.1.21	TECHNIQUES OF FOLLOW UP SERVICE			Y

38	27.1.21	MEANS OF EDUCATIONAL SERVICE			Y
39	28.1.21	IMPORTANCE OF FOLLOW UP SERVICE	Y	Y	
40	29.1.21	ORGANIZATION OF GUIDANCE AND COUNSELLING SERVICES AT SECONDARY AND SENIOR SECONDARY LEVEL	Y		
41	30.1.21	OBJECTIVES OF GUIDANCE SERVICES AT SECONDARY LEVEL	Y		
42	1.2.21	GUIDANCE ACTIVITIES AT SECONDARY AND SENIOR SECONDARY LEVEL	Y		
43	2.2.21	MEANING OF ORGANIZING GUIDANCE PROGRAMME			Y
44	3.2.21	PROBLEMS OF GUIDANCE PROGRAMME ORGANIZATION IN INDIAN SCHOOL	Y	Y	
45	4.2.21	IMPORTANCE OF ORGANIZING GUIDANCE PROGRAMME			Y
46	5.2.21	PRINCIPAL OF ORGANIZING GUIDANCE PROGRAMME			Y
47	6.2.21	ESSENTIAL REQUISTIES OF GUIDANCE PROGRAMME			Y
48	28.1.21	ROLE OF COUNSELLOR IN ORGANIZING GUIDANCE PROGRAMME			Y
49	29.1.21	ROLE OF HEADMASTER IN ORGANIZING GUIDANCE PROGRAMME		Y	Y
50	30.1.21	ROLE OF TEACHER IN ORGANIZING GUIDANCE PROGRAMME			Y
51	1.2.21	ROLE OF GUIDANCE WORKER IN ORGANIZING GUIDANCE PROGRAMME			Y
52	2.2.21	TYPES OF INTELLIGENCE TEST			Y
53	3.2.21	CATEGORIES OF APTITUDE TEST			Y
54	4.2.21	TECHNIQUES OF TESTING PERSONALITY			Y
55	5.2.21	ACHIEVEMENT TEST			Y

56	17.2.21	TESTING TECHNIQUES		Y	Y
57	18.2.21	APTITUDE TEST		Y	Y
58	19.2.21	ACHIEVEMENT TEST			Y
59	20.2.21	INTELLIGENCE TEST			Y
60	22.2.21	PERSONALITY TEST			Y
61	23.2.21	NON TESTING TECHNIQUES			Y
62	24.2.21	TECHNIQUES OF FOLLOW UP ACTIVITIES			Y
63	25.2.21	CUMULATIVE RECORD CARDS			Y
64	26.2.21	INTERVIEW			Y
65	27.2.21	CSAE STUDY			Y
66	1.3.21	OBSERVATION			Y
67	2.3.21	JOB ANALYSIS- PURPOSE & METHODS		Y	
68	3.3.21	DIRECTIVE & NON DIRECTIVE COUNSELLING			Y
69	4.3.21	RECENT TRENDS IN GUIDANCE & COUNSELLING		Y	
70	5.3.21	GUIDANCE NEEDS OF INDIAN ADOLESCENTS	Y		
71	6.3.21	MEANING OF GIFTED CHILDREN			Y
72	8.3.21	GUIDANCE PROGRAMME FOR GIFTED CHILDREN IN STUDIES			Y
73	9.3.21	MEANING OF BACKWARD CHILDREN			Y
74	10.3.21	GUIDANCE PROGRAMME FOR BACKWARD CHILDREN IN STUDIES			Y

