

FACULTY OF EDUCATION



DEPARTMENT OF EDUCATIONAL FOUNDATIONS & MANAGEMENT

FINAL EXAMINATION PAPER December 2019

**TITLE OF PAPER** : INTRODUCTION TO GUIDANCE AND  
COUNSELLING IN EDUCATION

**COURSE TITLE** : EFM 403/EDF 450

**TIME ALLOWED** : THREE (3) HOURS

**TOTAL MARK ALLOCATION:** 100 MARKS

**INSTRUCTION** : 1. ANSWER ALL QUESTIONS IN SECTION A and B,  
AND TWO QUESTIONS IN SECTION C.

THIS QUESTION PAPER SHOULD NOT BE OPENED UNTIL PERMISSION HAS BEEN GRANTED  
BY THE INVIGILATOR.

## Section A (COMPULSORY)

### Instructions:

Answer all questions in this section. This is a multiple choice section, therefore choose the correct answer and write only the letter in the answer booklet. Each correct answer is worth 1 mark.

1. The definition of the concept of guidance includes the following descriptive words, except which one?
  - A. Directing
  - B. Leading
  - C. Influencing
  - D. Disciplining
  
2. Guidance is a
  - A. continuous process
  - B. developmental in nature
  - C. A is the correct answer
  - D. A and Bare
  
3. Rapid changes we experiences in our societies have been blamed mostly on one of the following:
  - A. Social changes
  - B. Educational changes
  - C. Technological changes
  - D. Economical changes
  
4. A student who comes to find out about his/her Aptitude Test results would be assisted using which scope of Guidance?
  - A. Educational Guidance
  - B. Personal Guidance
  - C. Social Guidance
  - D. Career Guidance
  
5. Teaching learners interview skills falls under which area of the scope of the Guidance Programme?
  - A. Educational Guidance
  - B. Personal Guidance
  - C. Social Guidance
  - D. Career Guidance
  
6. Helping learners adjust to a new environment falls under which goal or function of the Guidance Programme?
  - A. Developmental
  - B. Remedial
  - C. Preventative

- D. Crisis intervention
7. Someone who has become a drug and substance abuser can be assisted under which function of the programme?
- A. Developmental
  - B. Remedial
  - C. Preventative
  - D. Crisis intervention
8. People can be divided into six basic personalities according to which Theory of Career Development?
- A. Holland's Typology Theory
  - B. Super's Developmental Theory
  - C. Krumboltz's Social Learning Theory
  - D. Life Skills
9. Career guidance covers all the following, except one of them, which one is not part of it?
- A. Facilitating career choices
  - B. Information about scholarships
  - C. Orientation to a new school
  - D. Writing a curriculum vitae
10. The following is a list of counsellor skills used in the counselling process, except which one?
- A. Unconditional Positive Regard
  - B. Active listening
  - C. Clarifying
  - D. Attending
11. The counsellor's positive attitudes essential for the counselling process are taken from which theory of counselling?
- A. Behavioural Therapy
  - B. Client-centred Theory
  - C. Rational Emotive Behaviour Therapy
  - D. Multicultural counselling
12. The counselling theory amongst the following that explains that counselling problems are a result of irrational thoughts is the
- A. Behavioural Therapy.
  - B. Client-centred Theory.
  - C. Rational Emotive Behaviour Therapy.
  - D. Multicultural counselling.
13. Self-awareness under Life Skills Education enables individuals to recognise and understand all the following, except which one?
- A. Personal abilities

- B. Desires
  - C. Strengths and weaknesses
  - D. Self-appreciation
14. Assertiveness is generally defined as the ability to
- A. make other people forcefully agree with you in a discussion.
  - B. habitually submit to other people's requests and demand.
  - C. confidently and clearly express your opinion calmly and politely.
  - D. make sure you get your own way in most discussions.
15. Career development can be defined as
- A. enrolling in a college.
  - B. a life-long process of choosing a career from many available occupations and progressing in that career.
  - C. passing your examinations.
  - D. finding secure employment and promotion.
16. One the aspects of the nature of Guidance as a programme is that it
- A. used to correct behaviour of learners
  - B. personal and intimate
  - C. is informative and didactic
  - D. is initiated by the learner
17. The area of the scope of the Guidance Programme that assist learners cope with early adolescent maturation problems is
- A. Educational Guidance
  - B. Personal Guidance
  - C. Social Guidance
  - D. Career Guidance
18. Teaching learners about teenage pregnancy falls which under which function of the Guidance programme?
- A. Developmental
  - B. Remedial
  - C. Preventative
  - D. Crisis intervention
19. The Counselling theory that explains that people learn good and bad behaviour from others in their environment, is the
- A. Behavioural Therapy.
  - B. Client-centred Theory.
  - C. Rational Emotive Behaviour Therapy.
  - D. The Family Systems

20. The Counselling theory that explains that a counselling problem should be understood in the context of the social environment such as school or work is the
- A. Behavioural Therapy.
  - B. Client-centred Theory.
  - C. Rational Emotive Behaviour Therapy.
  - D. The Family Systems
21. Which counselling theory explains that emotions influence how we respond in thoughts and actions?
- A. Behavioural Therapy.
  - B. Client-centred Theory.
  - C. Rational Emotive Behaviour Therapy.
  - D. The Family Systems
22. A learner who collapses during athletics games at the sports ground can be assisted through which function of the Guidance programme?
- A. Developmental
  - B. Remedial
  - C. Preventative
  - D. Crisis intervention
23. Personality issues are covered under which area of the scope of the Guidance programme
- A. Educational Guidance
  - B. Personal Guidance
  - C. Social Guidance
  - D. Career Guidance
24. Mental ability tests are used in which service of the Guidance programme?
- A. Orientation
  - B. Information giving
  - C. Appraisals
  - D. Referrals
25. A directory of services providers is required in which service of the Guidance programme?
- A. Orientation
  - B. Information giving
  - C. Appraisals
  - D. Referrals

**Section B (OMPULSORY)**

**Answer all in this section.**

Explain the following terms as used in Guidance and Counselling

- |     |                               |           |
|-----|-------------------------------|-----------|
| (a) | Counselling                   | [5 marks] |
| (b) | Unconditional positive regard | [5 marks] |
| (c) | Guidance                      | [5 marks] |
| (d) | Empathetic understanding      | [5 marks] |
| (e) | Self-esteem                   | [5 marks] |

(25 marks)

**Section C**

**ANSWER TWO QUESTIONS IN THIS SECTION.**

**Question 1**

Describe five (5) of the different services that should be offered through the Guidance and Counselling Programme.

**Question 2**

Imagine you are a Guidance Teacher preparing to offer 'Career Guidance' to your learners in one of the session for Life Skills Education, discuss the five components of Career Guidance you will cover and the reasons why they are important for the learner.

(25)

**Question 3**

Write an essay explaining how Holland categorized jobs to in his theory of Career choice and development.

(25)

**Question 4**

Describe the ethical principles of conduct that have to be followed by counsellor during a counselling session.