

UNIVERSITY OF ESWATINI



FACULTY EDUCATION AND INSTITUTE OF DISTANCE EDUCATION (IDE)

DEPARTMENT OF EDUCATIONAL FOUNDATIONS AND MANAGEMENT

SUPPLEMENTARY EXAMINATION PAPER JANUARY, 2019

TITLE OF PAPER: INTRODUCTION TO GUIDANCE AND COUNSELLING

COURSE NUMBER: EFM 517 (PGCE FULL TIME AND IDE STUDENTS)

TIME ALLOWED: TWO (2) HOURS

**INSTRUCTIONS: THERE ARE THREE SECTIONS IN THIS PAPER –
SECTIONS A, B, AND C**

- SECTION A AND B ARE COMPULSORY.
- CHOOSE ONE (1) QUESTION FROM SECTION C.

TOTAL MARK ALLOCATION: 100

**DO NOT OPEN THIS QUESTION PAPER UNTIL WHEN TOLD TO DO SO BY
THE CHIEF INVIGILATOR**

SECTION A: COMPULSORY

Multiple Choice Questions (50 marks)

INSTRUCTIONS

You are to write all your answers in your examination booklet provided. Read the following instructions carefully.

1. This examination section contains 25 multiple choice questions, each worth **2** points.
2. On this Multiple-Choice examination each question or item is followed by a series of possible answers or choices.
3. Read each question and decide which answer or choice is **best**.
4. Write **only the letter** of the best choice in your answer booklet with your PEN.
5. Write **LEGIBLY**.
6. Cross out any answers you wish to change and write afresh. **DO NOT USE CORRECTIONAL FLUID. Use of correction fluid will result in you getting a zero for that given question.**
7. Answer all questions. Your examination score will be based on the number of questions you answer correctly.
8. This examination paper contains 8 pages including the cover page.

1. Which of the following is not a core characteristic of helpful counselling relationships?
 - A. genuineness
 - B. empathy
 - C. unconditional positive regard
 - D. high quality advice giving

2. Which of the following is not a Component of a Comprehensive Developmental School Guidance and Counselling Programme?
 - A. Guidance Curriculum
 - B. Responsive Services
 - C. Individual Services
 - D. Individual Planning.

3. The definition of the concept of guidance includes the following descriptive words, except which one?
 - A. directing
 - B. leading
 - C. influencing
 - D. disciplining

4. Which of the following is not a factor that necessitated guidance and counselling in Swaziland?
 - A. massive expansion of the education system
 - B. increase in opportunities of employment
 - C. increase in social problems
 - D. changes in social and cultural support systems

5. Which of the following is NOT an ethical issue for beginning helpers or guidance and counselling teachers in training?
 - A. confidentiality
 - B. recognizing limits
 - C. avoiding dual relationships
 - D. using appropriate attending behaviours during sessions

6. Helping someone adjust to a new environment falls under which goal or function of the Guidance and Counselling Programme?
- A. developmental
 - B. remedial
 - C. preventative
 - D. crisis intervention
7. Following is a list of counsellor skills used in the counselling process, except which one?
- A. active listening
 - B. clarifying
 - C. sympathizing
 - D. attending
8. 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
9. With respect to the role of the values of the counselling process, it is most accurate to state that:
- A. counselling can best be considered as teaching and persuading clients to act the right way
 - B. counsellors would do well to maintain a passive role by simply listening to everything the client reports
 - C. counsellors should avoid challenging the values of their clients.
 - D. counsellors avoid imposing their values, but they are likely to expose their values to clients.

10. A person-centered Counsellor's role would best be described as a
- A. coach
 - B. facilitator
 - C. expert
 - D. teacher
11. A professional school counsellor has responsibilities
- A. to students and parents
 - B. to their schools/communities and profession
 - C. to themselves.
 - D. all of the above.
12. Which of the following would not be used in Person-centered counsellor?
- A. diagnosis
 - B. empathy
 - C. unconditional positive regard
 - D. Genuineness
13. Counsellors who help clients understand, accept, and resolve problems by using basic counselling techniques so that their clients can lead more satisfying, well-adjusted lives are providing
- A. group counselling
 - B. personal counselling
 - C. career counselling
 - D. vocational guidance and job placement.
14. Which is (are) a key (or roles) of most family therapist?
- A. Teacher
 - B. Model
 - C. Coach.
 - D. all of the Above

15. The founder of Person-centered theory is:
- A. Carl Rogers
 - B. Albert Ellis
 - C. John Holland
 - D. Sigmund Freud
16. 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
17. Guidance and counselling services in Swaziland schools tend to focus on:
- A. life skills education
 - B. diagnostic assessment
 - C. career and HIV and AIDS aspects only
 - D. infusion and integration of guidance and counselling as an integral part of the curriculum
18. Interpretation and corrective emotional experiences are techniques of which theoretical approach:
- A. Family Systems
 - B. Psychodynamic theories
 - C. Cognitive-behavioural theories
 - D. all of the above
19. In the REBT framework, clients develop problems because of _____
- A. poor bonding with parents
 - B. their beliefs
 - C. situational stressors
 - D. all of the above

20. According to Super's Life Span Career theory the exploring stage includes the following except:
- A. fantasy
 - B. tentative
 - C. reality testing
 - D. knowledge about the kind of work you enjoy and the kind of worker you are.
21. Career counselling was originally called
- A. Counselling
 - B. Vocational guidance
 - C. Job and vocational exploration
 - D. Person's counselling
22. The client's right to keep the counselling relationship secret is
- A. Confidentiality
 - B. Their business
 - C. Privacy
 - D. The client's responsibility
23. Counsellors who help clients understand which family member is likely to blame for the problems are probably working from the...
- A. Family systems perspective
 - B. Person-centered perspective
 - C. Systems perspective
 - D. None of the above
24. Counselling that focuses on the realm of the counselee's work life would be defined as
- A. group counselling
 - B. personal counselling
 - C. career counselling
 - D. vocational guidance and job placement

25. Which theory emphasizes the role of the individual in solving the problem affecting a unit?

- A. Family Systems.
- B. Psychodynamic theories.
- C. Cognitive-behavioural theories.
- D. all of the above.

SECTION B: COMPULSORY

Question 2 (25 marks)

Discuss the following terms as used in Guidance and Counselling giving concrete examples:

- I. Guidance (5 marks)
- II. Counselling (5 marks)
- III. Congruence (5 marks)
- IV. Empathy (5 marks)
- V. Unconditional positive regard (5 marks)

SECTION C:

Answer one (1) question from this section

Question 3 (25 marks)

- I. List any **five** (5) personal qualities of an effective counsellor (5 marks)
- II. For each of the listed personal qualities, explain how each is relevant for a counselling relationship. (20 marks)

Question 4 (25 marks)

Outline and discuss five (5) effective methods of teaching Guidance and Counselling.

- I. Outline **five** (5) effective methods of teaching guidance and counselling. (5 marks)
- II. Discuss each of the **five** (5) methods of effective teaching of guidance and counselling giving concrete example. (20 marks)