



**FACULTY OF EDUCATION**  
**DEPARTMENT OF EDUCATIONAL FOUNDATIONS & MANAGEMENT**  
**FINAL EXAMINATION PAPER December 2021**

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

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

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

**TOTAL MARK ALLOCATION:** 100 MARKS

**INSTRUCTIONS** :

1. THERE ARE TWO SECTIONS IN THIS PAPER.
2. ANSWER ALL QUESTIONS IN SECTION A, AND ANSWER TWO QUESTIONS IN SECTION B.
3. WRITE ALL YOUR ANSWERS IN THE ANSWER BOOKLET, AND BEGIN EACH QUESTION IN A NEW PAGE

**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. From the following, what is the most impactful changes in families over the past decades?
  - A. The structure of the following of the family and the role of the members.
  - B. The way sibling treat each other.
  - C. The way mothers and fathers interact with their children.
  - D. None of the above
  
2. A positive state of mind, body and spirit is referred to as
  - A. Pathology
  - B. Wellness
  - C. Holistic
  - D. Sickness
  
3. In the first session, Mary's counsellor smiles and thank her for coming for the counselling session. What is Mary's counsellor developing in this first?
  - A. Friendship
  - B. Faith
  - C. Rapport
  - D. Professionalism
  
4. Which of the following is a true statement?
  - A. In counselling, the counsellor chooses the solution for the client.
  - B. In counselling, the client is in charge of setting their own goals.
  - C. In counselling, the counsellor is considered the expert.
  - D. In counselling, the counsellor sets goals and the client chooses the solution.

5. Roger's Client-centered theory taught counsellors to empathize with the client, which means the counsellor must
- A. Like the client
  - B. Understand the client
  - C. Believe in the client
  - D. Disclose personal information to the client
6. One key element of a crisis situation is that
- A. Everyone in the individual's life is unhappy
  - B. The individual is happy
  - C. The situation is very stressful
  - D. None is correct
7. A student says, "I'm having a terrible time in my Maths time. I feel so ... well dumb. I just can't handle it."  
What is the feeling the student is expressing?
- A. Animosity
  - B. Discouragement
  - C. Fear
  - D. Arrogance
8. A learner and her family lost all their possessions in a recent fire accident. The learner now reports difficulty sleeping, recurrent nightmares and loss of appetite. The learner is most likely suffering from
- A. Posttraumatic stress disorder
  - B. Sickness
  - C. Mental illness
  - D. Madness
9. ----- refers to the process of helping an individual to discover and develop their potentials
- A. Guidance
  - B. Counselling
  - C. Both A and B
  - D. None is correct

10. The aims of educational guidance include
- A. Career planning for a learner
  - B. Advice provided by a superior to solve problems
  - C. Assisting a learner from one level to the next in school
  - D. None of the above
11. Which one of the following is NOT an area of guidance?
- A. Career guidance
  - B. Educational guidance
  - C. Relationship guidance
  - D. Personal guidance
12. Which of the following is true of the Guidance and Counselling programme?
- A. Helps the school in teaching their children proper learning attitudes, self-discipline, self-control and other important values
  - B. Helps in providing appropriate information
  - C. Encourages learners good use of the school guidance and counselling services
  - D. All the above
13. Which area of guidance deals with bereavement and loss of a loved one?
- A. Career guidance
  - B. Personal guidance
  - C. Educational guidance
  - D. Social guidance
14. What does the E stand for in the acronym SOLER?
- A. Maintain good eye contact.
  - B. Energize the client.
  - C. Express empathy.
  - D. Be edgy.

15. Which area of guidance is used when providing information regarding choosing a career?

- A. Personal guidance
- B. Educational guidance
- C. Social guidance
- D. Career guidance

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. The correct list of skills that can be used by the counsellor is

- A. Genuineness, listening, silence, questioning and attending.
- B. Attending, summarizing, active listening and silence.
- C. Empathetic understanding, active listening, questioning and summarizing.
- D. Confidentiality, active listening, summarizing and genuineness

18. Guidance aims at the ----- development of an individual.

- A. physical
- B. social
- C. mental
- D. holistic

19. Self-awareness as a life skill must promote -----.

- A. understanding other and directing others
- B. self- understanding and self-direction
- C. knowing others in order to know yourself
- D. None of the above

20. One of the following is not an example of non-test techniques used when providing appraisal services. Which one?
- A. Interviews
  - B. Observation
  - C. Achievement tests
  - D. Records
21. Which of the following is NOT an important factor in nonverbal communication between helper and client?
- A. Body behavior
  - B. facial expressions
  - C. Routinely shaking hands at the beginning of each helping session
  - D. Physical closeness or distance in the helping space
22. A. Assisting a pregnant teenager falls under which function of the Guidance programme?
- A. Developmental
  - B. Remedial
  - C. Preventative
  - D. Crisis intervention
23. Assisting a learner prepare for tests and examinations is under
- A. Educational Guidance
  - B. Personal Guidance
  - C. Social Guidance
  - D. Career Guidance
24. Counselling is a helping process that aims at
- A. giving direction to someone.
  - B. giving advice to someone.
  - C. giving assistance to a client clarify a problem and finding solutions to a problem.
  - D. changing decisions clients take.
25. Placement in the guidance programme help learners to
- A. get work.
  - B. be organized.
  - C. find a place for job shadowing.
  - D. try to back their jobs.

26. What is the most important factor in the Client-centered theory?
- A. The client's ability to be directed
  - B. The client/counsellor relationship
  - C. Assessments
  - D. Proper counselling techniques
27. Which of the following describe the reflection for counselling?
- A. Looking back on one's past
  - B. Assessing a client's feeling
  - C. Looking in the mirror
  - D. Restating what a client says
28. REBT is an acronym for
- A. rational emotional behavioural theory
  - B. rational emotive behaviour theory
  - C. reactive emotion behaviour theory
  - D. reactive emotive behaviour theory
29. Which of the following techniques would most likely be used by a counsellor practising REBT?
- A. Behavioural intervention
  - B. Cognitive intervention
  - C. emotive intervention
  - D. All of the above
30. A guidance teacher who gives a learner the date of the submission of application forms to UNESWA, has provided which service?
- A. Orientation
  - B. Counselling
  - C. Appraisal Services
  - D. Information-giving
31. This service also assists the learner to make subject choices in the school is
- A. Orientation
  - B. Placement and follow-up
  - C. Appraisal Services
  - D. Information-giving
32. A suicidal client is counselled through
- A. Developmental
  - B. Remedial
  - C. Preventative
  - D. Crisis intervention

33. Which of the following is NOT one of the common reasons why an individual would commit suicide?

- A. Depression
- B. Psychotic thoughts
- C. Religion
- D. terminal

34. The client apologizes for crying, and says, "My mother tells me I am a baby for crying most of the time." Then the counsellor tells the client that it is alright to cry when she is with her. The counsellor is showing

- A. Welcoming
- B. Unconditional positive regard
- C. Empathetic understanding
- D. Confidentiality

35. Which one of the following are some of the irrational thoughts clients bring to counselling according to REBT?

- A. Because of earlier experiences, I am what I am, and I will always be this way.
- B. I hate myself.
- C. How can this happen to me!
- D. All of the above are correct

36. What, according to Systems Therapy, greatly influences the behaviour of the individual?

- A. The client
- B. The counsellor
- C. The social circle
- D. The school



37. Which one of the following CANNOT be a Livelihood skill?
- A. Gardening
  - B. Brushing your teeth
  - C. Knitting
  - D. Baking
38. A directory of services providers is required in which service of the Guidance programme?
- A. Orientation
  - B. Information giving
  - C. Appraisals
  - D. Referrals
39. To help clients become more active agents of their own lives ("doers" rather than "reactors"), the counsellor should \_\_\_\_
- A. listen carefully and remain passive so the client can be the more active participant.
  - B. focus on the client's fantasies about what life should be like.
  - C. be active with his or her clients by engaging in dialogue.
  - D. take an active role in pointing out everything that gets in the way of the client's success.
40. "I can't sleep well at night. Once it becomes dark and quiet, I become afraid so I watch TV until I fall asleep on the couch." Which theory is suitable for this counselling issue?
- A. Client centered theory
  - B. Behaviour theory
  - C. Systems theory
  - D. Rational emotive behavior theory

**Section B**

Answer **TWO** Essay questions in this section. Each essay question carries 30 marks. Use the answer booklet provided to write your answers, and make sure you number your selected questions correctly.

1. What can you say is the rationale of having the Guidance and Counselling Programme included in the school curriculum? Discuss a maximum of five points, with examples in your answer.

(30 marks)

2. Write an essay and describe the five positive attitudes that a counsellor must display to establish an effective counselling relationship with the client.

(30 marks)

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

(30 marks)

4. Decision making is a very important part of our lives, and Life Skills Education teaches learners about a decision making process that is usually summarized with the 'DECIDE' acronym. Write an essay explaining this process, and illustrate with examples.

(30 marks)