



B. ED & DIPLOMA (EARLY GRADE/UPPER PRIMARY/JUNIOR HIGH SCHOOL)

DATE/TIME: 05/05/2024, AFTERNOON SESSION

COURSE CODE: EGP352/PBB351/JBB352

COURSE TITLE: GUIDANCE AND COUNSELLING

LEVEL: 300

(DURATION: 2 HOURS)

INSTRUCTIONS: This paper is made up of two Sections – A and B. Answer all the questions in Section A, and question one in Section B and choose any other question from section B. Write all your answers in the answer booklet provided. The total mark for this paper is 80.

SECTION A (40 Marks): Answer all questions in this section.

1. What is the main purpose of guidance according to Jones, Steffle, and Steward (1970)?
 - A. Providing academic support
 - B. Facilitating personal growth and self-acceptance
 - C. Assisting individuals in making intelligent choices and adjustments in their lives
 - D. Offering career counselling
2. According to Isaken and Mink (1963), what are the key factors considered in providing guidance services?
 - A. Understanding of global issues
 - B. Knowledge of historical events
 - C. Need of each learner, understanding of the immediate environment, effects of influences, and unique features of each school
 - D. Assessment of physical fitness levels
3. How did Shertzer and Stone (1976) define guidance?
 - A. Facilitating academic success
 - B. Helping individuals understand themselves and their world
 - C. Providing financial assistance
 - D. Promoting social activities
4. What is a key similarity between guidance and counselling?
 - A. They are one-time sessions
 - B. They are conducted by untrained individuals
 - C. They are continuous processes
 - D. They focus only on academic success
5. Why do many school coordinators in Ghana struggle to effectively handle guidance programs?
 - A. Lack of support from school administrators
 - B. Inadequate funding for training programs
 - C. Dependence on limited pre-service and in-service training
 - D. Overwhelming workload in other teaching responsibilities



6. According to common myths, what misconceptions do people often have about counselling?

- A. Counselling is only for individuals with minor issues
- B. Counselling can only be preventive, not reactive
- C. Admitting you need help through counselling is a sign of strength
- D. Counselling always worsens the situation

7. What false beliefs do people often hold regarding who counselling is for?

- A. It is only for individuals without any emotional or mental problems
- B. It is exclusively for those experiencing major life issues
- C. It is only for individuals who are struggling with minor concerns
- D. It is not suitable for anyone seeking personal growth and development

8. What myth is debunked concerning seeking help through counselling?

- A. Vulnerability is a sign of strength
- B. Admitting you need help is considered a weakness
- C. Counselling provides identical results for everyone
- D. Seeking help through counselling is unnecessary in most situations

9. Which of the following is a basic principle for guidance?

- A. Providing unsolicited advice
- B. Ignoring individual needs and preferences
- C. Respecting confidentiality and privacy
- D. Using a one-size-fits-all approach

10. In guidance, what is the importance of active listening?

- A. Interrupting the speaker to offer solutions
- B. Focusing solely on providing advice
- C. Empathizing with the individual's feelings and experiences
- D. Disregarding the individual's emotions and concerns

11. What does maintaining an ethical and professional relationship entail in guidance?

- A. Sharing personal information with the individual
- B. Establishing clear boundaries and expectations
- C. Making decisions for the individual without their input
- D. Avoiding transparency and honesty

12. According to the principle of respect and recognition of dignity in counselling, what is integral to the counselling process?

- A. Controlling the client's decisions
- B. Disregarding the client's feelings
- C. Respecting the client's feelings
- D. Ignoring the client's self-esteem

13. The principle of thinking with the individual in counselling emphasizes:

- A. Providing all the answers to the client
- B. Thinking independently of the client
- C. Collaboratively working with the client to find solutions
- D. Pressuring the client into decision-making

14. The principle of consistency with ideals of democracy in counselling focuses on:

- A. Excluding individuals who hold different beliefs
- B. Accepting and showing respect to individuals
- C. Limiting counselling services to specific age groups
- D. Ignoring ethical principles

15. What are the broad aspects of guidance?

- A. Personal development and societal satisfaction
- B. Educational success and vocational goals
- C. Emotional well-being and career advancement
- D. Educational, vocational, and personal/social guidance

16. Which type of guidance is described as assisting individuals to succeed in their educational endeavors and attain educational objectives?

- A. Educational guidance
- B. Vocational guidance
- C. Personal/Social Guidance
- D. Career guidance

17. What aspect does educational guidance cover according to the text?

- A. Only curriculum and teaching methods
- B. Methods of instruction and teacher qualities
- C. Curriculum, methods of instruction, extra-curricular activities, and more
- D. Only problems with teachers

18. Why is educational guidance important?

- A. To dictate what educational choices learners should make
- B. To limit learners' options in education
- C. To help learners make informed decisions
- D. To force learners into specific educational programs

19. How does the lack of dedicated personnel for counselling programs impact schools in Ghana?

- A. Leads to increased student engagement in counselling activities
- B. Results in higher academic performance among students
- C. Limits the effectiveness of counselling services due to divided attention
- D. Improves the overall school climate and culture

20. What is a common issue faced by teachers assigned as guidance coordinators in Ghanaian schools?

- A. Resistance from students towards counselling activities
- B. Excessive time allocated for counselling sessions
- C. Lack of cooperation and support from fellow teachers
- D. Access to advanced technology for counselling services

SECTION B (40 Marks): Answer Question 1 and any other Two (2) questions from this Section.

1. Imagine a scenario where a Basic 7 pupil named Hilda, expresses skepticism about the importance of guidance and counselling services offered at her school. Maya believes she can navigate through her academic and personal challenges on her own. As a school counsellor, how would you approach Maya to convince her of the value and benefits of guidance and counselling? Provide a persuasive argument explaining five (5) reasons why seeking guidance and counselling support can significantly enhance her academic performance, personal development, and overall well-being. **20 Marks**

2. a

- i. Explain two (2) roles of a teacher as guidance functionary in our schools. **4 Marks**
- ii. State two (2) purposes of appraisal services. **2 Marks**
- b. State and explain any two (2) types of standardized tests. **4 Marks**

3. a.

- i. State two (2) importance of educational guidance **2 Marks**
- ii. Explain two (2) components of vocational guidance **4 Marks**
- b.

 - i. Mention 2 importance of personal/ social guidance **2 Marks**
 - ii. What is orientation or adaptive service in providing guidance services? **2 Marks**

4. a

- i. How will you explain consultation service to a newly trained teacher? **2 Marks**
- ii. State three (3) importance of Sociometry. **3 marks**

b.

- i. Why do you think information service is needed in our school system **3 marks**
- ii. Explain internal referrals. **2 Marks**

5. a.

- i. Discuss any two (2) hindrances guidance coordinator in establishing counselling services in your school. **4 Marks**
- ii. State and explain two (2) forms of placement service. **4 Marks**
- b. When does a counsellor refer a client? **2 Marks**

