

CAMOSUN COLLEGE

PSYC 256 -INTRODUCTION TO COUNSELLING

INSTRUCTOR: Pearl Arden, M.A., R.C.C.

OFFICE: Fisher 106 E (at end of Arts and Science Hallway, turn R)

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TEXT: Egan, Gerard. (2002). The Skilled Helper. A problem-management and opportunity-development approach to helping. 7th Edition. Pacific Grove CA: Brooks/Cole.

Additional needs: two standard cassette audio tapes You may use your own recorder but may need to leave it with me for marking purposes. Otherwise recorders are provided and available through AV services.

COURSE DESCRIPTION: In our day to day relationships with friends, families, and workers, we are often in situations that require us to act as helpers. This course will introduce a variety of concepts, attitudes, and skills that will maximize our potential effectiveness as helpers.

LEARNING OUTCOMES:

At the conclusion of this course a successful student will be able to:

1. Use basic & advanced communication skills.
2. Understand, conceptualize, and evaluate counselling values, beliefs, attitudes and issues.
3. Conduct a structured interview within the context of a helping/counselling relationship.
4. Apply the Skilled-helper model in counselling or helping relationships
5. Use awareness of yourself as an integral part of the helping process.

FORMAT: Classes will consist of lectures, discussion, demonstration, videos, and role play practice of new skills and concepts as well as group activities.

EVALUATION:

A. Class Attendance and Participation

Your consistent attendance and active participation are very important. Because of the experiential and interactive nature of learning, and for your learning and classmates' learning, you are expected to attend every class

B. Quizzes

There will be a six quizzes given in the course. Each student must complete five of the six. **All students must complete quiz six as one of their five quizzes.** The purpose of these quizzes is to ensure that students keep up on their text reading so as to enhance active learning and participation in lectures. If you missed (or are late for) a quiz, it will not be available later (unless with a medical note). If a student completes all six of the quizzes the five highest scores will be counted toward the final grade.

C. Random Activities:

There will be a number of in-class activities throughout the course. Five of these activities will be randomly selected, collected, and count toward your final score. There will be no opportunity to make up any of the five activities unless you have a written note from a doctor verifying a medical excuse for missing the class.

D. Term Paper/Personal Improvement Project

You will select one area of your life that you want to improve upon. The sole purpose of the exercise will be for you to see what some of the challenges are to those we may work with in our chosen careers in the human services fields. You will want to observe yourself to see the challenges to CHANGE in behaviour. There will be in-class activities that will allow you to talk about your project with a classmate. You may choose any topic that would help you to understand the process of change. Examples that may fit for you:

- Fitness
- Being more assertive
- Overcoming self-defeating thoughts or behaviours
- Time management
- Anger management
- Improving organization skills
- Fear of speaking in groups
- Dealing with procrastination habits
- Overcoming TV, video, music obsessions
- Stress management

You will write a 1200 word research paper on the topic of your choice with at least five primary, academic resources (e.g. academic journals, books). Your paper will present the issue, discuss the issue, and outline ways to implement the issue in one's life.

E. Tape Assignment

The objective of the tape assignment is to practise interviewing and helping skills, identify and correct errors. The primary purpose is skill development through training and practice.

1. Find an adult person (must not be your classmates of this class & preferably not your family members) to be your 'client'.
2. You are helping the 'client' to work through a personal concern (unrehearsed, a real life situation). Record a 20-30 minute tape (the quality of recording must be clear & audible) in which you are the 'helper'. Do not script, do not start and stop the tape. Tape scripting is a serious offence.
3. You use a number of interviewing and helping skills (i.e. at least 5 different TYPES of skills/listening responses) that you have learned in the class.
4. Choose and write out 10 of your most effective responses (to illustrate at least 5 different types of skills). Write out 5 responses that did not go the way you wanted it to. Write analysis and give better alternatives for both effective and undesirable responses, and identify the types of skills.
5. Also, you should include an Introduction and a Conclusion (what you learned by doing this tape) in your transcript.
6. Hand in audio-tape (*good quality recording*) and transcript.
7. Write up format and instructions (see **Tape handout**)

EVALUATION:

Five quizzes at five points each.....	25 points
Five random activities at two points each.....	10 points
Personal Improvement Project Paper.....	30 points
Tape assignment.....	35 points

Standard Camosun Letter grades will be assigned.

POLICY: Important rules and guidelines

1. Work needs to be handed in on time and at the beginning of the class. **Late** penalty is 10% off per day. Make-up for missed/late reports/tape/quizzes/tests would be granted ONLY WITH a medical note and has to be taken within 2 weeks and will NOT be available after two weeks (*no exceptions please*).

2. Make sure you sign the attendance sheet in every class. If you fail to sign, you CANNOT make it up after the class (*to be fair*).
3. All reports must be TYPED (except worksheet assignments to be filled in with ball point pens - no pencils please) and with full name, *class no., student no., topic...on front page.
4. Any questions about the quizzes must be *put in writing PLUS textbook references* before considerations/responses can be made. Thanks.
5. Assignments/reports that are “identical” or “copied” between students will be given 0% for ALL students with identical work. In case of cheating on a test/quiz or tape-scripting, the whole work will be given an 0%. Cheating is serious offence and disciplinary action will be taken by College Administration
6. ALL assignments must be completed before the final grade is assigned
6. If you have missed a class, please ask “3” before me. What and why? Buddy Up Now!!

STUDENT RIGHTS AND RESPONSIBILITIES

1. If a student requires special accommodation to be successful in this course, please see me early in the semester.
2. If English is your second language, you may use a dictionary for all tests and special testing arrangement can be made if requested.
3. Students have the right not to participate in any class exercise.
4. In class, you always have the right NOT to self-disclose any information.
5. I expect my students to follow certain standards of conduct:
 - a) Work must be written for this course only. I will not accept work used in another course without the written approval of the other instructor.
 - b) Assignments that are copied (identical or plagiarized) between students will be given 0% for ALL students with identical work. If you want to work co-operatively, inform me ahead of time.
 - c) Fabrication of research data is not acceptable.
 - d) It is college policy that “*If an instructor remains convinced that there has been a violation (such as plagiarism or cheating) he or she may assign a grade of F for the work involved, or for the course...*”

6. All students are expected to follow the College's Student Conduct Policy, as outlined in the **Camosun College Calendar**.

SCHEDULE OF ACTIVITIES

<u>WEEK</u>	<u>TOPIC</u> <u>QUIZZES/ASSIGNMENTS</u>	<u>READINGS</u>	
1.January 7	Introduction Helping Relationship	Ch. 1 & 3	
2.January 14	Counsellor Attitude Helping Model Overview	Ch. 2	
3.January 21	Attending Behaviour Active Listening 1	Ch. 4 & 5	Quiz # 1
4.January 28	Active Listening 11 Accurate Empathy	Ch. 6	
5.February 4	Probing & Questions Summarizing	Ch. 7	Quiz # 2
6.February 11	Review/ Practice Skills		
7.February 18	Helping Clients Tell Their Story	Ch. 8	
8.February 25	Identifying Blind Client's Spots Challenging Skills	Ch. 10 & 11	Quiz # 3
9.March 3	When to use challenging Identifying what client's want	Ch. 12/14-15	
10. March 10	Identifying Client's Goals Commitment to Change	Ch. 16 & 17	Quiz # 4
11. March 17	Brainstorming Strategies Best fit / action plan	Ch. 18,19,20	
12. March 24	Theories of Counselling Reluctance & Resistance	Ch. 9	Quiz # 5
13. March 31	Overview Practice...skills & model		Term paper due
14. April 7	Supporting Client Change	Ch. 21	Quiz # 6 Tapes with write-up due

The schedule may be flexible and any changes will be discussed in class.

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8. February 25	Identifying Client's Blind Spots Challenging Skills	Ch. 10 & 11	
9. March 3	When to use challenging Identifying what client's want	Ch. 12/14-15	Quiz # 3(7,8,10,11)
10. March 10	Identifying Client's Goals Commitment to Change	Ch. 16 & 17	Quiz # 4 (12,14,15)
11. March 17	Brainstorming Strategies Best fit / action plan	Ch. 18,19,20	
12. March 24	Theories of Counselling Reluctance & Resistance	Ch. 9	Quiz # 5 (18,19,20)
13. March 31	Putting it all together Practice...skills & model		Term paper due
14. April 7	Supporting Client Change Summation	Ch. 21	Quiz # 6 (9, 21) Tapes with write-up due

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