

**NOVEMBER 2023  
EBS 338  
INTRODUCTION TO GUIDANCE AND  
COUNSELLING  
30 MINUTES**

<b>Candidate's Index Number</b>
<b>Signature:</b>

**UNIVERSITY OF CAPE COAST  
COLLEGE OF EDUCATION STUDIES  
SCHOOL OF EDUCATIONAL DEVELOPMENT AND OUTREACH  
INSTITUTE OF EDUCATION**

**COLLEGES OF EDUCATION  
FOUR-YEAR BACHELOR OF EDUCATION (B.ED)  
THIRD YEAR, SECOND SEMESTER MID-SEMESTER QUIZ, NOVEMBER 2023**

**23<sup>RD</sup> NOVEMBER 2023      INTRODUCTION TO GUIDANCE      12:00 PM – 12:30 PM  
AND COUNSELLING**

**Answer ALL the questions.  
(20 MARKS)**

**Items 1 to 20 are stems followed by four options lettered A to D. Read each item carefully and circle the letter of the correct or best option.**

1. Mrs Odame the school counsellor assisted her client to achieve self-understanding. Which guidance service did she provide?
  - A. Appraisal
  - B. Consultation.
  - C. Counselling
  - D. Information
2. The strategy whereby the counsellor gets a client to settle well is known as .....
  - A. creating orientation.
  - B. establishing rapport.
  - C. establishing relationship.
  - D. welcoming the client.
3. A counsellor asked a client to give a vivid account of himself/herself and submit it in their next meeting. Which appraisal technique is the counsellor using? ..... technique.
  - A. Autobiography
  - B. Evidence-based
  - C. Interview
  - D. Writing

4. A counsellor directed a needy college of education student to a non-governmental organisation for financial support. Which guidance service has the counsellor provided?
  - A. Appraisal
  - B. Consultation
  - C. Evaluation
  - D. Information
  
5. All the following counselling skills would enable the client to understand better **except** .....
  - A. clarification.
  - B. interjections.
  - C. reflecting feelings.
  - D. summarizing.
  
6. Which of the following approaches to counselling believes in dealing with individuals from their internal frame of reference? ..... approach.
  - A. Behavioural
  - B. Client-centred
  - C. Directive
  - D. Eclectic
  
7. One of the following is **not** a procedure used in the behavioural approach to counselling. .... learning.
  - A. Cognitive
  - B. Imitative
  - C. Operant
  - D. Psychomotor
  
8. Which one of the following guidance services is the **most important** service?
  - A. Appraisal
  - B. Consultation
  - C. Counselling
  - D. Information
  
9. Which one of the following activities falls under placement service?
  - A. Helping students to select appropriate academic programmes.
  - B. Informing students about the administrative set-up of the school.
  - C. Introducing students to the physical facilities of the school.
  - D. Introducing students to the PTA chairperson.
  
10. Which of the following approaches in counselling is associated with trait-factor approach? ..... approach.
  - A. Behavioural
  - B. Client-centred
  - C. Directive
  - D. Eclectic
  
11. Which one of the following services aims at addressing the emotional problems of clients? ..... services
  - A. Appraisal
  - B. Counselling
  - C. Consultation
  - D. Orientation

12. The following are core conditions of counselling **except** .....
- A. anonymity.
  - B. empathy.
  - C. genuineness.
  - D. unconditional positive regard.
13. The two main techniques for gathering appraisal data are .....
- A. interview and observation.
  - B. interview and questionnaire.
  - C. teacher-made tests and standard tests.
  - D. test and non-test techniques.
14. Which one of the following techniques enable a counsellor to demonstrate understanding of a client's feelings?
- A. Congruence
  - B. Clarification
  - C. Empathy
  - D. Sympathy
15. The counselling technique for reducing anxiety is called .....
- A. assertiveness training.
  - B. behaviour contract.
  - C. modelling.
  - D. systematic desensitization.
16. Which one of the following guidance service aims at strengthening the relationship between the school and the community? ..... service.
- A. Appraisal
  - B. Consultation
  - C. Counselling
  - D. Follow-up
17. The main purpose of orientation service is to .....
- A. advertise the school to the outside world.
  - B. ensure discipline on campus.
  - C. help freshers to choose appropriate courses.
  - D. promote adjustment of students.
18. Which one of the following services has been described as the cornerstone of guidance?
- A. Appraisal
  - B. Consultation
  - C. Counselling
  - D. Information
19. One of the assumptions of counselling is that behaviour is the product of learning. Which of the counselling approaches is this assumption referred to? ..... approach.
- A. Behavioural
  - B. Client-centred
  - C. Directive
  - D. Eclectic

20. Students benefit directly from all the following guidance services **except** .....
- A. appraisal.
  - B. evaluation.
  - C. information.
  - D. placement.