



**DEPARTMENT OF ARTS AND EDUCATION**

**COURSE OUTLINE – WINTER 2015**

**ED 4420 (A3) INTRODUCTION TO COUNSELLING – 3 (3-0-0) 45 Hours**

**INSTRUCTOR:** Cheryl Bereziuk      **PHONE:** 780 539 2739  
**OFFICE:** C301      **E-MAIL:** [CBereziuk@gprc.ab.ca](mailto:CBereziuk@gprc.ab.ca)  
**OFFICE HOURS:** Mondays and Tuesdays 230 - 4 or by appointment

**PREREQUISITE(S)/COREQUISITE:** ED 2000 or PY 1050 or equivalent

**REQUIRED TEXT/RESOURCE MATERIALS:** Becoming a Helper (6<sup>th</sup> edition) by Marianne and Gerald Corey and Are you my mother? A comic drama by Alison Bechdel

**CALENDAR DESCRIPTION:** This course is an introduction to counseling and guidance services and is designed to appeal to students who plan to work in the fields of psychology and mental health, rehabilitation, education and other human services occupations. Students will be exposed to a variety of theoretical perspectives in counseling and will be assisted in acquiring basic transtheoretical micro counseling skills.

**CREDIT/CONTACT HOURS:** 3 credits / 3 hours per week

**DELIVERY MODE:** The course work includes lectures, class discussions, in-class group and individual work.

**OBJECTIVES:** As a result of taking this course, students will gain the abilities to define, explain, demonstrate, evaluate and articulate:

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- the major theories of counseling and their application to specific psychological issues
- the professional aspects of being a counselor
- professional ethics and models of ethical decision making
- theories of working with multicultural and diverse populations
- building the therapeutic relationship
- transtheoretical micro counseling skills
- termination of the therapeutic relationship
- theories of group therapy
- mental health/community counseling
- The basics of APA format (6<sup>th</sup> edition) and using psychological databases such as PsychInfo

**TRANSFERABILITY:** GPRC has transfer agreements with the University of Alberta, the University of Calgary, the University of Lethbridge, Athabasca University, and Grant MacEwan University. Students should check with the receiving institution concerning transferability as all arrangements are subject to change.

**\*\*Grades of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institution to ensure transferability.**

**GRADING CRITERIA:** Grades will be assigned on the Letter Grading System.

<b>GRANDE PRAIRIE REGIONAL COLLEGE</b>			
<b>GRADING CONVERSION CHART</b>			
<b>Alpha Grade</b>	<b>4-point Equivalent</b>	<b>Percentage Guidelines</b>	<b>Designation</b>
<b>A<sup>+</sup></b>	<b>4.0</b>	<b>90 – 100</b>	<b>EXCELLENT</b>
<b>A</b>	<b>4.0</b>	<b>85 – 89</b>	
<b>A<sup>-</sup></b>	<b>3.7</b>	<b>80 – 84</b>	<b>FIRST CLASS STANDING</b>
<b>B<sup>+</sup></b>	<b>3.3</b>	<b>77 – 79</b>	
<b>B</b>	<b>3.0</b>	<b>73 – 76</b>	<b>GOOD</b>
<b>B<sup>-</sup></b>	<b>2.7</b>	<b>70 – 72</b>	
<b>C<sup>+</sup></b>	<b>2.3</b>	<b>67 – 69</b>	<b>SATISFACTORY</b>
<b>C</b>	<b>2.0</b>	<b>63 – 66</b>	
<b>C<sup>-</sup></b>	<b>1.7</b>	<b>60 – 62</b>	
<b>D<sup>+</sup></b>	<b>1.3</b>	<b>55 – 59</b>	<b>MINIMAL PASS</b>
<b>D</b>	<b>1.0</b>	<b>50 – 54</b>	
<b>F</b>	<b>0.0</b>	<b>0 – 49</b>	<b>FAIL</b>
<b>WF</b>	<b>0.0</b>	<b>0</b>	<b>FAIL, withdrawal after the deadline</b>

**EVALUATIONS:**

Exam #1 (Chapters 1, 2, 3, 4)	30%
Exam #2 (Chapters 5, 6, 7, 8)	30%
Assignment	10%
Exam #3 (Chapters 9, 10, 11, 12, 13)	30%
Total	100%

Any incomplete grades or grade contentions must be done BEFORE the last scheduled lecture (except for the final exam). After the last scheduled lecture all grades, as they appear on moodle, will stand. Any grade contentions for either exams or the assignment must be done in writing (word processed) and provide a detailed justification why the grade should be reconsidered with evidence (such as reference to specific page numbers and information in the text).

If a student has a valid reason for being unable to attend an exam, the instructor must be advised in person before the exam is administered. Failure to notify the instructor of an absence and/or lack of a valid reason will result in a grade of 0 with no option to write a deferred exam or make up assignment. Permission to grant a deferred exam is at the discretion of the instructor and is contingent on a valid reason and evidence such as a doctor's note presented to the instructor in person. Multiple requests for deferred exams or assignments are not typically granted irrespective of reason(s). Deferred exams (except final exams) are written in the testing center A205. Once permission from the instructor has been granted, contact 780 539 2954 to schedule the exam and then advise the instructor via email of the day and time at least two working days prior to the scheduled exam. Deferred exams must be completed and graded before the next scheduled exam or the grade will remain zero.

Exams can consist of multiple-choice, short and long answer questions. Exact details will be given to you later in the term regarding each specific exam structure. Students are not permitted to leave the exam room once the exam has started until the exam has been completed and turned in. All electronic devices are prohibited from use at any time during exams. All exam marks are final. This means you cannot rewrite an exam because of a poor grade and there are no written assignments to make up for a poor exam grade.

All take home assignments must be word-processed. It is important to save a copy of any written work handed in for credit or grading. Details on the take home assignment will be given to you on a separate handout at the beginning of the term.

Assignments are due on the dates set by the instructor at the beginning of class in hardcopy/paper format. The instructor does not accept emailed assignments and assignments must not be double sided printed. Unauthorized late assignments will have a 5% per day late penalty applied to the assigned grade (including weekend days). If there is a valid reason for an extension, it must be requested prior to the due date although students should be advised that extensions are rarely granted in lieu of the late penalty.

**STUDENT RESPONSIBILITIES:** Regular attendance is critical to success in this course. Should a student be unable to attend a class, it is the student's responsibility to acquire the missed material and to complete the assigned readings. The instructor does not lend out lecture notes

Learning is an active process that will take effort on your part. Students are expected to read the chapters in advance of lectures, participate in activities and discussions in the classroom, and *communicate with the instructor when difficulties are encountered with the course material*. Students are responsible for learning all of the assigned chapters, even if all the material has not been covered in lecture, as well as any other topic or video covered during class time.

Students are expected to display a professional attitude and behavior in the classroom including academic honesty, respect for and cooperation with your colleagues and the instructor, attention to colleague's questions and the instructor's response, and a determination to meet deadlines. Students who are unable to meet these expectations will be required to leave the class in the interest of preserving the learning environment for the other students.

If you have a disability, please self-identify to the instructor if you require any specialized supports.

Please be sure to familiarize yourself with moodle as all communication with students outside of class and office hours will be done via email to your gprc email account. Be sure to check your college email often or forward messages to your regular email account. Please also be sure to specify exactly which course you are in when contacting the instructor.

Because of the experiential nature of this course and the use of role-play and practice interviewing and counseling it may be possible for a colleague to reveal personal and confidential information. It is critical that you maintain the confidentiality and trust of your classmates. These principles are critical to successful completion of this course and for counseling itself. At the same time, there are legal limits of confidentiality. You should come to the instructor if you at any time suspect that a classmate may be injuring themselves or others or if you suspect a child or elder is being endangered or neglected. These instances must be reported by law in Alberta and are part of the codes of ethics for all helping professions. All other breaches of confidentiality and trust by a person involved in this course is a serious violation of the ethics codes of the counseling profession and may have serious consequences to self and others. Never divulge personal information learned in this class to others without written permission from that person or persons involved.

When role playing, as the client you have the right to stop, or not participate, at any time. At the same time, if you find yourself not wishing to engage in the counseling exercises at all, despite assurance of confidentiality, you should perhaps consider dropping the course. You also have the right and responsibility to only share of yourself what you want to talk about. You are not required to disclose any personal information that you do not want to share with your classmates. The topics or situations that you choose to discuss in simulated counseling session may be hypothetical or contrived.

You are also expected to take care of yourself throughout this course, physically, psychologically, emotionally, socially and spiritually. If you find yourself having difficulty in this course, please contact the instructor immediately for assistance.

**STATEMENT ON PLAGIARISM AND CHEATING:** Please see the Student Conduct section of the College Admission Guide at <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at [www.gprc.ab.ca/about/administration/policies/\\*\\*](http://www.gprc.ab.ca/about/administration/policies/**). These are serious issues and will be dealt with severely. The instructor reserves the right to use electronic plagiarism detection services.

**\*\*Note:** all Academic and Administrative policies are available on the same page.

**COURSE SCHEDULE/TENTATIVE TIMELINE:**

January 7	Class begins
February 2	Exam #1 (Chapters 1, 2, 3, 4)
February 16 and 19	No class. Winter break
March 16	Exam #2 (Chapters 5, 6, 7, 8)
March 23	Assignment due
April 13	Last scheduled lecture
TBA	Exam #3 (Chapters 9, 10, 11, 12, 13)

The dates listed on this outline are tentative and subject to change.