



## GUIDANCE AND COUNSELING IN EDUCATION

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**ABSTRACT**

It is the people in the organisation who are the most important and valuable asset. They have emotions, feeling and a tender heart. Sometimes emotions and feelings create problems and men and women could not overcome and lose their confidence and fail to put their mind in the work. These problems do not necessarily relate to the work. They may be family problems, financial problems, marital problems etc. All have a negative impact on their jobs. They can't work properly and can't put hundred percent.

**KEYWORDS :**

The need of the hour is to remove the problem and help the individual to regain his or her self confidence and esteem and put his strength in work. Counselling can do the magic and help an individual to overcome his lost confidence and self respect because of the problem. So counselling is the process of helping an individual facing a problem and to regain his lost confidence and self esteem and put his mind in his job.

The process of counselling begins with establishing relationship between counsellor and counselee and taking into confidence the counselee by the counsellor and allowing him to open his or her heart and after understanding the situation advising him to face the harsh realities of life and society boldly and building his confidence and paving way to make the best use of his strength by overcoming his weaknesses. B.J. Prasantham has rightly pointed out that, "Counselling is a relationship between the counsellor and counselee characterized by trust and openness, in a one to one, or a small group relationship, whereby the counselee is helped to work through his interpersonal and or intrapersonal problems and crisis. He is also helped to mobilize his inner and outer resources and to find new options in facing life. Along with this, counselling also helps the client to discover and develop his God given potentialities and lead an integrated life and make his contribution for the welfare of his fellow men." Counselling does not necessarily relate to the jobs. It is not advising alone. Under counselling, counsellor's job is the most important. He has to make wholehearted efforts to understand problem and situation facing the individual and should study the strength, weaknesses of the problem individual and the environment at workplace and at his home.

The counsellor has to take him into confidence and be friendly with him. He has to console and put him at comfort. The counsellor has to take care that the individual feels at ease and open up his mind to him so that he knows the real problem faced by the individual. The counsellor must exercise lot of patience and try to restore confidence in counselee.

**Counsellor:**

Any person can act as counsellor. He must be a person with charming personality, caring, should attract other persons toward himself and should be affectionate towards one and all and should understand and interpret the behaviour of others. Counsellor commands respect from the people and enjoys status in the entire organisation as his services help in achieving good human relations. Manager has to act as counsellor many a times. If this is so then manager has to be very careful.

It is an additional responsibility he has to shoulder. It is an added advantage for the manager as counsellor that he knows his employees and subordinates well and could find no difficulty in understanding the problems faced by them. Manager must know that the problem ridden employees cannot work better but commit mistakes and sometimes come across accident causing immense loss to the organisation. Problems may be work related or personal, both affect job performance and losses have to be borne by the

organisation increasing botheration of the manager.

It is, therefore, to be taken seriously. If proper counselling services are rendered to the problem employee by the manager and his self confidence is restored, he can be a potential contributor towards the achievement of organisational objectives. Any employee can face problem even the good and hard working employees can face problems because of certain emotions or hurt self respect. The manager should immediately rush to their rescue, take them into confidence and try to free them from the emotional trap they are caught in. It will have positive effect.

The troublesome situation can be created at any time and due to any reason. Some of the causes are, fear or threat, worries, anxiety, hostility. All these are the mental processes created in the minds of people affecting their behaviour at the workplace. The need is to make sincere efforts to remove the real causes from their mind, restore confidence and self respect and bring them on track. The manager must study the causes and analyze them.

Most of them are psychological and imaginary. The people get depressed and do not put their hundred percent in work. The employees being human resources and the main contributors to the productivity they should be well maintained and due care should be taken thereof. It is, therefore, essential on the part of the managers in general and human resource managers in particular to take care of their employees and subordinates and provide counselling services as and when needed by them for smooth running of the organisation and employees' well-being. Counsellor must be an expert in industrial psychology.

**Meaning and Definition of Guidance:-****Meaning:-**

In simple words, guidance means assistance given by an expert person to an individual to develop his personality and achieve proper direction in life.

**Definition of Guidance:-**

'Guidance' has been defined by expert in different ways. Some of the important views are given below.

1. Arthur. J. Jones: "Guidance is the personal help that is given by one person to another in developing life goals, in making adjustment and in solving problems that confront him in the attainment of goals".
2. Crow and Crow: "Guidance is not giving directions it is not imposition of one person's point of view upon another person. It is not making decision for an individual which he should make for himself. It is not carrying burden on others life, rather guidance is assistance made available by qualified and adequately trained men or women to an individual of any age to help him manage his own activities develop his own point of view, make his own decisions and carry out his own burden".
3. J.M. Brewer: "Guidance is a process through which an individual is able to solve his problems and pursue a path suitable to his abilities and aspirations".

4. Morris: "Guidance is process of helping individuals through their own efforts to discover and develop their potentialities happiness and social usefulness".

#### **Counseling:**

Counseling is the heart of guidance programme. It covers a wide area of procedures, advice – giving psychoanalysis, information giving, interpretation of test score, encouraging the counselee, to think out his difficulties or to work through his emotions etc.

#### **Definition:**

1. Webster's Dictionary: "Consultation, mutual interchange of opinions or deliberation together. It further says. It is not lecturing, it is not always giving a piece of advice – though sometimes it may be even".
2. Carl Rogers: "Counseling is a series of direct contacts with the individual which aims to offer him assistance in changing his attitudes and behaviour.
3. Kelley. J. A: "Counseling is vitally related to learning. As in learning we are concerned with the modification of behavior, to in counseling the role of the counselor is to discover the dissatisfactions of the counselee and help him set up some goals and guide him through difficulties and problems"
4. Myers: "counseling implies a relationship between two individuals, in which one gives a certain kind of assistance to other".

From the above observation it is obvious that 'counseling' is more or less like 'guidance'. This is so because it helps the individual in those spheres with which guidance is essentially concerned some authors have called counseling a sort of therapy also because in the process of counselee in solving his emotional conflicts too.

#### **Characteristics of Counseling:-**

1. It involves two individuals – one seeking help and the other a professionally trained person, who can help two first.
2. Counseling involves one – to – one relationship.
3. The objective is to help the counseling to discover and solve his personal problems independently.
4. It involves something more than the solution to an immediate problem. Its function is to produce changes in the individual that will enable him to extricate himself from his immediate difficulties.
5. Counseling concerns itself with attitudes as well as action.
6. Emotional rather than purely intellectual attitudes are the raw material of the counseling process. Information and intellectual understanding have their place in the counseling process.
7. It sets up a democratic pattern and allows the counselee to do freely whatever he like while the consultant and not under the consultant

#### **Aims of counseling:**

According to C. M. Miller.

1. To establish mutual understanding between students and teacher.
2. To help the students out a plan for solving his problems and difficulties.
3. To give the students information on matters important to his success.
4. To help the students to know his interests, ability, potentialities, attitude etc.
5. To assist the students in planning educational and vocational choice.
6. To encourage and develop special abilities and right attitudes.

#### **References:**

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