



**NAMIBIA UNIVERSITY  
OF SCIENCE AND TECHNOLOGY**

**FACULTY OF COMMERCE, HUMAN SCIENCE AND EDUCATION**

**DEPARTMENT OF TECHNICAL, VOCATIONAL EDUCATION AND TRAINING**

<b>QUALIFICATION: DIPLOMA IN TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING: TRAINER</b>	
<b>QUALIFICATION CODE: 06DTVT</b>	<b>LEVEL: 6</b>
<b>COURSE CODE: CCG620S</b>	<b>COURSE NAME: COUNSELLING AND CAREER GUIDANCE</b>
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<b>DURATION: 3 HOURS</b>	<b>MARKS: 100</b>

<b>FIRST OPPORTUNITY EXAMINATION QUESTION PAPER</b>	
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<b>INSTRUCTIONS</b>
<ol style="list-style-type: none"><li>1. This question paper consists of <b>Sections A, B and C</b></li><li>2. Answer <b>ALL</b> the questions in <b>Sections A and B</b></li><li>3. For <b>Section C</b>, Answer <b>Any two questions</b>.</li><li>4. Read all the questions carefully before answering.</li><li>5. Number the answers clearly</li></ol>

**THIS QUESTION PAPER CONSISTS OF 8 PAGES (Including this front page)**

**SECTION A RESTRICTED RESPONSE QUESTIONS**  
**QUESTION 1 MULTIPLE CHOICE**

[10]

*Instruction: Write down the letter representing the correct answer*

1.1 Which of the following is a key difference between guidance and counselling?

- a) Guidance is only provided by licensed professionals, while counselling can be provided by anyone.
- b) Guidance is a long-term process, while counselling is typically short-term.
- c) Guidance is proactive and preventive, while counselling is reactive and problem-solving.
- d) Guidance and counselling are interchangeable terms with no real differences.

1.2 Which of the following best describes the role of a guidance counsellor?

- a) Providing therapy and treatment for mental health disorders.
- b) Offering academic and career advice to students.
- c) Assisting individuals in coping with grief and trauma.
- d) Conducting psychological assessments and diagnoses.

1.3 Which of the following is an essential attribute of a good counsellor?

- a) Lack of empathy
- b) Authoritarianism
- c) Active listening skills
- d) Rigid thinking

1.4 Which trait is crucial for building trust with clients in counselling?

- a) Transparency
- b) Impatience
- c) Criticism
- d) Lack of boundaries

*Please Turn Over*

1.5 When might a counsellor consider referring a client to another professional?

- a) When the client is experiencing minor stress
- b) When the counsellor is too busy to handle the client's case
- c) When the client's needs are beyond the counsellor's scope of practice
- d) When the counsellor wants to avoid responsibility

1.6 What role does feedback from peers or supervisors play in a counsellor's self-evaluation?

- a) It is unnecessary and should be ignored
- b) It can provide valuable insights into areas for improvement
- c) It is only relevant for novice counsellors
- d) It is primarily used for competition among counsellors

1.7 What is the primary goal of behavioural therapy?

- a) Exploring unconscious thoughts and behaviours
- b) Changing childhood behaviours
- c) Changing maladaptive behaviours
- d) Resolving conflicts through insight

1.8 Which of the following concepts involves removing an aversive stimulus to increase the likelihood of a behaviour occurring?

- a) Positive reinforcement
- b) Negative reinforcement
- c) Punishment
- d) Extinction

*Please Turn Over*

1.9 According to psychoanalytic theory, what is the role of defense mechanisms in a person's psychological development?

- a) They promote emotional openness and self-awareness
- b) They help individuals cope with stress and anxiety by distorting reality
- c) They have no impact on an individual's mental health
- d) They are only relevant in the early stages of development

1.10 What is the central idea in humanistic counselling?

- a) Unconscious conflicts and defense mechanisms
- b) The importance of past experiences
- c) Self-actualisation and personal growth
- d) Behavioural conditioning

**QUESTION 2 TRUE OR FALSE**

**[20]**

**Instruction: Indicate whether the following statements are true or false.**

2.1 The primary objective of guidance and counselling is to tell individuals what decisions to make in their lives.

2.2 Guidance and counselling are only necessary for students and young people.

2.3 The principle of informed consent requires counsellors to inform clients about the counselling process and any potential risks involved.

2.4 Collaboration between the counsellor and the client is not essential for the success of counselling.

2.5 The counselling process typically begins with the counsellor diagnosing the client's problems and providing solutions.

2.6 The counselling process is always linear and follows a fixed sequence of steps.

2.7 The psychoanalytic perspective of counselling places a strong emphasis on conscious thoughts and behaviours.

***Please Turn Over***

- 2.8 The psychoanalytic counsellor provides practical solutions to the client's problems.
- 2.9 Both punishment and negative reinforcement weaken behaviour.
- 2.10 The basic principle of behaviourism is that all behaviours can be learned.
- 2.11 Token economies are used to reinforce positive behaviours.
- 2.12 The holistic perspective views mental and emotional health as separate from physical health.
- 2.13 The holistic perspective suggests that healing and growth involve finding meaning and purpose in life.
- 2.14 According to cognitive behavioural therapy problems are self-inflicted.
- 2.15 Rational Emotive Therapy posits that irrational beliefs and thoughts lead to emotional distress and unhealthy behaviours.
- 2.16 The primary goal of academic guidance and counselling is to choose the best career path for the student.
- 2.17 Vocational guidance can be beneficial for individuals at any stage of their career, not just those starting out.
- 2.18 Self-evaluation is only relevant to novice counsellors who are still learning the ropes.
- 2.19 Paraphrasing often confuses the client during the guidance and counselling session.
- 2.20 Reflection involves the counsellor mirroring the client's body language and gestures to build a stronger connection.

*Please Turn Over*

## SECTION B CASE STUDY

### QUESTION 1

Read the case study below and answer the questions that follow.

Mr Jaco noticed that Ndapewa has not been submitting her schoolwork and she seemed not concentrating during class. Mr Jaco decided to call in Ndapewa to find root cause of her behaviour and help her overcome whatever challenges she is experiencing. Below is the dialogue between Mr Jaco and Ndapewa

**Mr Jaco:** Good afternoon Ndapewa. You have been doing well since the beginning of the year, however of late I have noticed that your schoolwork is not up to date, and you seemed disinterested during the lesson. Is there something bothering you?

**Ndapewa:** Good afternoon, Mr Jaco. I've been feeling really stressed lately because of all the schoolwork, I feel overwhelmed the work is too much, and I also have some personal problems. That is why I'm having a hard time concentrating.

**Mr Jaco:** Thank you for sharing this, Ndapewa. I want to assure you that I am here to help you. I'm trained and qualified to provide guidance in a school setting. If you ever feel that you need additional support or if you're not comfortable working with me, we can explore other options.

In addition, I want to assure you that, whatever you share with me during our sessions will be kept private, except in situations where there's a risk of harm to yourself or others, or if there's any abuse involved. You have the right to know what counselling involves, including its goals and potential risks. You can ask questions anytime. Lastly, It is crucial that we maintain a clear and professional relationship during our sessions. This means not engaging in any personal or dual relationships outside of counselling.

**Ndapewa:** Thanks for explaining that Mr Jaco.

**Mr Jaco:** Let's talk about your stress and concentration issues. Can you tell me more about when you started noticing these problems and any specific situations that trigger them?

**Ndapewa:** I think it really started this semester. The workload has increased, and I have to juggle assignments and extracurricular activities. I also had a big argument with my best friend a few weeks ago, and that's been bothering me a lot.

**Mr Jaco:** It sounds like you have a lot on your plate right now, Ndapewa. I'm sorry to hear about the argument with your friend; that can be really tough. How have these stressors been affecting your daily life and school performance?

**Ndapewa:** Well, I've been having trouble sleeping, and I often find it hard to concentrate in class. I've missed some assignments, and my grades are starting to drop. I just feel overwhelmed.

*Please Turn Over*

**Mr Jaco:** It's completely understandable to feel overwhelmed with all that you're dealing with. I want you to know that I'm here to help you work through these challenges. Let's explore some strategies to manage your stress and improve your concentration. We can also discuss ways to rebuild your relationship with your friend if that's something you'd like to work on.

**Ndapewa:** That would be great. I really want to do better in school and not feel so stressed all the time.

**Mr Jaco:** That's a positive step, Ndapewa. Let's start by setting some specific goals for our counselling sessions. What would you like to achieve, both in terms of managing stress and improving your academic performance?

**Ndapewa:** I'd like to learn some techniques to manage stress, and I want to develop a study schedule that works for me. Also, it would be great if we could find a way to repair my friendship.

**Mr Jaco:** Those are great goals, John. We'll work on relaxation techniques, study schedules, and strategies for resolving conflicts. We'll also continue to discuss any concerns or challenges you face along the way. Remember, our sessions are confidential, and I'm here to support you.

**Ndapewa:** Thanks, Mr Jaco. I already feel better talking about this.

**Mr Jaco:** You're welcome, Ndapewa. It's important to address these issues, and I'm here to help you navigate through them. If you ever need to talk or have questions between our sessions, don't hesitate to reach out.

1.

(a) Name the two types of guidance and counselling needs Ndapewa seeks to address.

[2]

(i) State three ethical principles of guidance and counselling Mr Jaco discussed with Ndapewa.

[3]

(ii) for each principle restate the exact words of Mr Jaco that talk to the principles you mentioned in (i).

[3]

(b) According to the humanistic perspective there are core conditions of a client-counselor relationship.

(i) State three core conditions demonstrated during the session between Ndapewa and Mr Jaco.

[3]

*Please Turn Over*

(ii) Justify your answers in (i) by restating the exact phrases from the discussion between Ndapewa and Mr Jaco that demonstrate the core conditions. [3]

(c)

(i) State any three counselling skills demonstrated by Mr Jaco. [3]

(ii) Justify your answers in (i) by restating the exact phrases showing demonstration of the counselling skills. [3]

## **SECTION C**

### **EXTENDED RESPONSE (ESSAY) QUESTIONS**

**INSTRUCTIONS: ANSWER ANY TWO QUESTIONS.**

1. Citing examples of vocational needs of students, Discuss strategies that TVET trainers can employ to assist TVET trainees in their career decision-making process. [25]

2. Examine the principles of behavioural perspective showing how a TVET trainer can apply them in guidance and counselling of TVET trainees. [25]

3. Analyse how educational institutions can apply a holistic approach to guidance and counselling to facilitate students' academic achievement and personal development. [25]

*The End*