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UNIVERSITY OF GHANA  
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DEPARTMENT OF TEACHER EDUCATION  
SCHOOL OF EDUCATION AND LEADERSHIP  
COLLEGES OF EDUCATION  
END OF FIRST SEMESTER EXAMINATIONS FOR LEVEL 300, 2023/2024  
B.ED. PROGRAMME

COURSE CODE: TEJS 301  
COURSE TITLE: GUIDANCE AND COUNSELING FOR JHS

**Instruction:** Answer all questions in Section A and any three questions in Section B.  
Time: 2 hours

SECTION A

[25 Marks]

Answer all the questions in this section.

1. Which of the following statements best explains the distinction between guidance and counselling?
  - A. A client is counselled not to take an unwise decision while guidance is given to a student who took a wrong decision to change it.
  - B. Counselling is given to a person with so many problems and decision to make while guidance is provided for pupils with specific needs.
  - C. The counsellor looks out for pupils who are emotionally disturbed and counsel them while the guidance coordinator gives guidance to any pupil that invites him.
  - D. While guidance does not require someone specially trained for the purpose, counselling requires a specialist to handle.
2. Counselling can most appropriately be described as...
  - A. Influencing attitudes or behaviour through persuasion
  - B. Influencing voluntary behaviour change
  - C. Influencing change through information giving
  - D. Influencing behaviour by admonishing
3. Fosua is going through challenges with puberty as she transitions into adulthood. As a counsellor, what type of counselling will you give Fosua?
  - A. Rehabilitative counselling
  - B. Developmental counselling
  - C. Preventive counselling
  - D. Remedial counselling

Chief Examiner: John Sekefica

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4. Another name for the information service in guidance is...
  - A. Analysis service
  - B. Distributive service
  - C. inventory service
  - D. planning service
5. After displaying excellent dancing skills, Aseye was asked by Counsellor Ofori to join the cultural troupe. Afterwards, the Counsellor visited the cultural troupe during rehearsals to monitor Aseye. The two guidance services appropriately operating here are:
  - A. Counselling and Referral
  - B. Appraisal and Referral
  - C. Placement and Follow-up.
  - D. Counselling and Follow-up
6. Which of the following skills is most needed for effective counseling?
  - A. Communication.
  - B. Data gathering
  - C. Note taking
  - D. Organization
7. In trying to ascertain the strengths, weaknesses and the emerging needs of students, the counsellor is engaged in the...
  - A. Appraisal service-
  - B. Counselling service
  - C. Evaluation service
  - D. Information service
8. In order for the school counsellor to know if the guidance programmes and services being offered are meeting the needs of the pupils, he/she needs to do...
  - A. appraisal
  - B. counselling
  - C. consultation
  - D. evaluation
9. Which of the following is verbal communication behaviour in counselling?
  - A. Bodily contact
  - B. Exclamation
  - C. Facial expression
  - D. Posture



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10. Counsellor Amoako encouraged his students to use hand sanitizers and wear face masks on/outside campus. This best describes...
- A. Educational information
  - B. Orientation information
  - C. Personal-social information
  - D. Vocational information
11. Counsellor to client: "As for me I don't have time for any adult above 70 years in my office. At your age, you should know everything." The MOST appropriate Guidance principle the counsellor is violating is...
- A. Guidance is a continuous process
  - B. Guidance emphasizes the positive
  - C. Guidance is concerned primarily and systematically with the personal development of the individual
  - D. Guidance is based upon recognising the dignity and worth of the individual as well as the right to choose
12. Which of the following personality characteristics of the counsellor may hinder effective communication?
- A. An accommodating counsellor
  - B. An attentive counsellor
  - C. A simple and gentle counsellor
  - D. A Talkative counsellor
13. Counsellor to client: "Shut up! You don't have any excuse for not attending the guidance seminar. You will be punished." The MOST appropriate Guidance principle this is violating is...
- A. Guidance is a team effort
  - B. Guidance is concerned primarily and systematically with the personal development of the individual
  - C. Decision making is essential
  - D. Guidance is oriented toward co-operation and not compulsion
14. Naya Bingi, a Rastafarian student, walks into Counsellor Ramatu's office for counselling. She quickly exclaims: "This is not our culture. Walk out and trim those dreadlocks before you come here." This best violates...
- A. Acceptance
  - B. Genuineness
  - C. Patience
  - D. Rapport

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15. How will you, as a teacher, deal with a child who steals frequently?
- A. Confront him/her harshly
  - B. Disgrace him/her before the class
  - C. Refer him/her to the school counsellor .
  - D. Report to his/her parents to discipline him/her
16. Mr. Boateng said to his grieving client, "I'm very sorry for your loss." Which among the following is MOST appropriate?
- A. Acceptance of self
  - B. Focusing on self
  - C. Reassuring, encouraging and supporting
  - D. Reflection of feelings .
17. Assisting students to select a new school in line with their future vocation is known as ...
- A. academic counselling.
  - B. educational placement.
  - C. educational choice.
  - D. vocational choice. .
18. "Ruphinatu, what activities do you carry out on Mondays?" This best explains ...
- A. Clarifying
  - B. Closed-ended question
  - C. Open-ended question .
  - D. Questioning
19. Mrs. Quainoo said to her client Kofi: "You said earlier that your science book was stolen but you are now saying you gave it to your friend to keep." This best describes...
- A. Clarifying
  - B. Listening
  - C. Paraphrasing
  - D. Confronting .
20. The most appropriate person the guidance coordinator should consult on the persistent dozing of a pupil in a class is ...
- A. former class teacher.
  - B. head teacher.
  - C. parents. .
  - D. school nurse.



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21. When Obed entered the school counsellor's office, the counsellor said to him: "You are welcome. Please sit down. You look very smart this morning." Which among the following is MOST suitable?
- A. Attentiveness
  - B. Genuineness
  - C. Empathy
  - D. Rapport
22. Mr. Mfum-Appiah gave a talk to his student on "Smoking wee and its effects." What category of information was provided in this activity?
- A. Education information
  - B. Occupational information
  - C. Personal-social information
  - D. Vocational information
23. Ms Sophy, the Guidance teacher asked, "What do you seek to achieve after counselling?" What stage in counselling is best operating here....?
- A. Goal setting
  - B. Intervention and problem solving
  - C. Problem identification
  - D. Relationship building
24. After failing his Maths exam, a basic seven pupil said to himself: "I am a failure and good for nothing." The MOST suitable counselling technique to use to help him is...
- A. Assertiveness training
  - B. Cognitive restructuring
  - C. Relaxation
  - D. Systematic desensitization
25. I am an ethical principle in counselling. I see to it that the counselors' chosen action or inaction should never intentionally cause harm to the client. Who am I?
- A. Autonomy
  - B. Beneficence
  - C. Fidelity
  - D. Nonmaleficence

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**SECTION B**  
(75marks)

**Answer any three questions in this section**

1. Madam Evelynna Bobobi has just been appointed as the Guidance and Counselling Coordinator of her junior high school (JHS). Discuss any FIVE (5) challenges Madam Bobobi is likely to face as a Guidance and Counselling Coordinator. (25 marks)
2. Some people argue that guidance and counselling is a waste of time in the school system. As a teacher with knowledge in guidance and counselling, discuss FIVE (5) reasons why guidance and counselling is needed in Ghanaian basic schools. (25 marks)
3. The environment I which guidance and counselling takes place can make or mar the guidance and counselling process. Discuss any FIVE (5) enabling environment that is ideal for guidance and counselling at the junior high school level. (25 marks)
4. "Guidance is not the same as Counselling." With examples, clearly examine any FIVE (5) distinctions between Guidance and Counselling. (25 marks)
5. It is often said that effective communication is the lifeblood of effective guidance and counselling. Yet, certain factors hinder effective communication in the guidance and counselling process. Discuss any FIVE (5) barriers to effective communication in guidance and counselling at the junior high school level. (25 marks)