



Universitas Negeri Surabaya
Faculty of Education,
Psychology Undergraduate Study Program

Document Code

SEMESTER LEARNING PLAN

Courses	CODE	Course Family	Credit Weight			SEMESTER	Compilation Date
Counseling Techniques	7320102138	Compulsory Study Program Subjects	T=2	P=0	ECTS=3.18	5	July 27, 2023
AUTHORIZATION	SP Developer		Course Cluster Coordinator			Study Program Coordinator	
	Qurrota A'yuni Fitriana, M.Psi., Psikolog; Fitrania Maghfiroh, M.Psi., Psikolog		Dr. Diana Rahmasari, M.Si., Psikolog			Yohana Wuri Satwika, S.Psi., M.Psi.	

Learning model	Project Based Learning
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Program Learning Outcomes (PLO)	PLO study program which is charged to the course	
	Program Objectives (PO)	
	PO - 1	Able to be responsible for carrying out counseling based on human values, religion and the Indonesian psychological code of ethics
	PO - 2	Able to plan and develop a counseling process for clients using information technology in the context of applying and developing knowledge
	PO - 3	Able to apply the observation and interview process in counseling in accordance with psychodiagnostic principles and the Indonesian Psychology Code of Ethics
	PO - 4	Able to develop alternative problem solving for changing individual and group behavior in accordance with the Indonesian Psychology Code of Ethics
PO - 5	Able to analyze psychological symptoms in individuals and groups in the counseling process using basic psychological theory and assessment concepts	

PLO-PO Matrix

	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr><td>P.O</td></tr> <tr><td>PO-1</td></tr> <tr><td>PO-2</td></tr> <tr><td>PO-3</td></tr> <tr><td>PO-4</td></tr> <tr><td>PO-5</td></tr> </table>	P.O	PO-1	PO-2	PO-3	PO-4	PO-5
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PO-1							
PO-2							
PO-3							
PO-4							
PO-5							

PO Matrix at the end of each learning stage (Sub-PO)

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Short Course Description This course examines basic concepts in counseling, stages of implementing the counseling process, approaches to counseling, application of counseling techniques, problems in counseling, developing the counselor's personality, and counseling practice. Lectures are carried out using a direct learning system, case studies, discussions, simulations and cooperative learning.

References	Main :	
		<ol style="list-style-type: none"> Corey, G. (2013). Teori dan Praktek Konseling dan Psikoterapi. Bandung: PT. Refika Aditama. McLeod, J. (2013). An Introduction to Counselling, 5th ed. New York: McGraw-Hill. Latipun. (2017). Psikologi Konseling. Malang: UMM Press.
	Supporters:	

1. Aldridge, S. & Rigby, S. (2004). *Counselling skills in Context*. London: Hodder & Stoughton
2. Geldard, K. & Geldard, D. (2021). *Membantu Memecahkan Masalah Orang Lain dengan Teknik Konseling*. Yogyakarta: Pustaka Pelajar.
3. Willis, S. S. (2017). *Konseling Individual, Teori dan Praktek*. Bandung: Alfabeta.
4. Jacobs, E.E., Schimmel, C. J., Masson R. L. & Harvill, R. L. (2016). *Group Counselling: Strategies and Skills*, eight edition. Boston: Cengage Learning.
5. Evans, G. (2013). *Counselling Skills for Dummies*, 2nd edition. West Sussex: John Wiley & Sons, Ltd.

Supporting lecturer Fitriana Maghfiroh, M.Psi., Psikolog
Qurrota A'yuni Fitriana, S.Psi., M.Psi., Psikolog.

Week-	Final abilities of each learning stage (Sub-PO)	Evaluation		Help Learning, Learning methods, Student Assignments, [Estimated time]		Learning materials [References]	Assessment Weight (%)
		Indicator	Criteria & Form	Offline (offline)	Online (online)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Understand and apply the stages of implementing the counseling process	1.master various approaches in counseling 2.Explain and practice the stages of implementing counseling	Criteria: OK, quite less Form of Assessment : Participatory Activities	Direct Instruction, Discussion 2 X 50		Material: Understanding the meaning of counseling Reference: <i>Latipun. (2017). Counseling Psychology. Malang: UMM Press.</i> Material: 1. What is counseling?; 2. The social and historical origins of counseling Reference: <i>McLeod, J. (2013). An Introduction to Counselling, 5th ed. New York: McGraw-Hill.</i> Material: 1. Bibliography Introduction: <i>Willis, SS (2017). Individual Counseling, Theory and Practice. Bandung: Alfabeta.</i>	5%

2	Understand and apply the stages of implementing the counseling process	<p>1.Outlines the main approaches in counseling techniques</p> <p>2.Explain and practice the stages of implementing counseling</p>	<p>Criteria: OK, quite less</p> <p>Form of Assessment : Participatory Activities</p>	Direct Instruction, Case Method, Discussion 2 X 50		<p>Material: 1. Psychoanalytic Approach; 2. Humanistic Approach; 3. Behavioral approach; 4. Rational-Emotive Approach; 5. Literature Reality Approach: Corey, G. (2013). <i>Theory and Practice of Counseling and Psychotherapy</i>. Bandung: P.T. Refika Aditama.</p> <hr/> <p>Material: 1. Psychoanalytic Approach; 2. Humanistic Approach; 3. Behavioral approach; 4. Rational-Emotive Approach; 5. Reality Approach; 6. Eclectic Library Approach: Latipun. (2017). <i>Counseling Psychology</i>. Malang: UMM Press.</p> <hr/> <p>Material: Counseling approaches References: McLeod, J. (2013). <i>An Introduction to Counselling</i>, 5th ed. New York: McGraw-Hill.</p>	5%
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3	<p>1. Able to describe basic skills in counseling techniques</p> <p>2. Able to practice basic skills in counseling techniques</p>	<p>1. Explains several basic skills in counseling techniques</p> <p>2. Carrying out simulations to practice basic skills in counseling techniques</p>	<p>Criteria:</p> <p>1. Good 2. Enough 3. Not enough</p> <p>Form of Assessment : Participatory Activities</p>	<p>Direct Instruction, Simulation, Case Method 2 X 50</p>	<p>Material: 1. Respect other people; 2. Inviting other people to talk; 3. Skills in encouraging others to continue the conversation.</p> <p>Reference: <i>Geldard, K. & Geldard, D. (2021). Helping Solve Other People's Problems with Counseling Techniques. Yogyakarta: Student Library.</i></p> <hr/> <p>Material: 1. Nonverbal behavior; 2. Microtraining manuals and procedures</p> <p>References: <i>Willis, SS (2017). Individual Counseling, Theory and Practice. Bandung: Alfabeta.</i></p> <hr/> <p>Material: Qualities, Skills, and Knowledge for Listening</p> <p>Bibliography: <i>Evans, G. (2013). Counseling Skills for Dummies, 2nd edition. West Sussex: John Wiley & Sons, Ltd.</i></p>	5%
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4	Apply basic counseling skills	Practice basic counseling skills	<p>Criteria:</p> <ol style="list-style-type: none"> 1. Good 2. Enough 3. not enough <p>Form of Assessment : Participatory Activities</p>	Direct Instruction, Case Method, Discussion 2 X 50		<p>Material: Basic problems in counseling and psychotherapy; Ethical issues in counseling and psychotherapy Bibliography: Corey, G. (2013). <i>Theory and Practice of Counseling and Psychotherapy</i>. Bandung: PT. Refika Aditama.</p> <p>Material: Beliefs, Values and Ethics in Counseling Literature: Latipun. (2017). <i>Counseling Psychology</i>. Malang: UMM Press.</p> <p>Material: Professional issues in counseling Reference: McLeod, J. (2013). <i>An Introduction to Counselling</i>, 5th ed. New York: McGraw-Hill.</p> <p>Material: Helping Others Feel Better; Focusing on the Core Problem; Exploring Various Solutions; Helping Others Solve Problems in Their Daily Lives References: Geldard, K. & Geldard, D. (2021). <i>Helping Solve Other People's Problems with Counseling Techniques</i>. Yogyakarta: Student Library.</p>	5%
5	Implement ways to deal with client reactions and expectations	<ol style="list-style-type: none"> 1. Identifying types of clients in counseling 2. Identifying client reactions in counseling 3. Assessing client expectations in the counseling process 	<p>Criteria:</p> <ol style="list-style-type: none"> 1. Good 2. Enough 3. not enough <p>Form of Assessment : Practice / Performance</p>	Direct Instruction, discussion, case method 2 X 50		<p>Material: Your expectations, unrealistic and realistic expectations References: Geldard, K. & Geldard, D. (2021). <i>Helping Solve Other People's Problems with Counseling Techniques</i>. Yogyakarta: Student Library.</p>	5%

6	Applying ways to deal with counselor difficulties and boredom	<ol style="list-style-type: none"> 1.Describes the online counseling process (video and text) 2.Analyze the process and limitations of online counseling (video and text) 	<p>Criteria:</p> <ol style="list-style-type: none"> 1.Good 2.Enough 3.not enough <p>Form of Assessment : Participatory Activities</p>		Direct Instruction, Simulation, Discussion 2 X 50	<p>Material: Different formats for the delivery of counseling services</p> <p>References: <i>McLeod, J. (2013). An Introduction to Counselling, 5th ed. New York: McGraw-Hill.</i></p>	5%
7	Understand and assess the development of the counseling profession	<ol style="list-style-type: none"> 1.Explains the concepts in group counseling 2.Comparing the process, advantages and limitations of group counseling with individual counseling 3.Analyzing facilitator criteria in group counseling 	<p>Criteria:</p> <ol style="list-style-type: none"> 1.Good 2.Enough 3.not enough <p>Form of Assessment : Participatory Activities</p>	Direct Instruction, 2 X 50 discussion		<p>Material: Development of the counseling profession • Drivers for the development of counseling • Development of counseling in Indonesia • Fields of counseling services</p> <p>Reference: <i>Corey, G. (2013). Theory and Practice of Counseling and Psychotherapy. Bandung: PT. Refika Aditama.</i></p>	5%

8	Midterm Exam (UTS)	The correctness of the answers given by students	<p>Criteria: Number of correct answers</p> <p>Form of Assessment : Test</p>	Written test with multiple choice and 2 X 50 essays		<p>Material: Material before UTS</p> <p>Reference: Corey, G. (2013). <i>Theory and Practice of Counseling and Psychotherapy</i>. Bandung: PT. Refika Aditama.</p> <hr/> <p>Material: Material before UTS</p> <p>Reference: McLeod, J. (2013). <i>An Introduction to Counselling</i>, 5th ed. New York: McGraw-Hill.</p> <hr/> <p>Material: Material before UTS</p> <p>Literature: Latipun. (2017). <i>Counseling Psychology</i>. Malang: UMM Press.</p> <hr/> <p>Material: Material before UTS</p> <p>References: Aldridge, S. & Rigby, S. (2004). <i>Counseling skills in Context</i>. London: Hodder & Stoughton</p> <hr/> <p>Material: Material before UTS</p> <p>Reference: Geldard, K. & Geldard, D. (2021). <i>Helping Solve Other People's Problems with Counseling Techniques</i>. Yogyakarta: Student Library.</p> <hr/> <p>Material: Material before UTS</p> <p>Reference: Willis, SS (2017). <i>Individual Counseling, Theory and Practice</i>. Bandung: Alfabeta.</p> <hr/> <p>Material: Material before UTS</p> <p>Reference: Evans, G. (2013). <i>Counseling Skills for Dummies, 2nd edition</i>. West Sussex: John Wiley & Sons, Ltd.</p>	20%
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9	Carrying out counseling practice	<p>1. Assess your readiness and abilities as a counselor before carrying out counseling practices</p> <p>2. Detecting difficulties and boredom during the counseling process</p>	<p>Criteria:</p> <ol style="list-style-type: none"> 1. good (85-100) 2. enough (75-84) 3. less (<75) <p>Form of Assessment : Participatory Activities, Practice/Performance</p>	Focus Group Discussion, Presentation, Discussion 2 X 50		<p>Material: Professional issues in counseling</p> <p>Reference: <i>McLeod, J. (2013). An Introduction to Counseling, 5th ed. New York: McGraw-Hill.</i></p> <hr/> <p>Material: Understanding Yourself through personal development</p> <p>References: <i>Evans, G. (2013). Counseling Skills for Dummies, 2nd edition. West Sussex: John Wiley & Sons, Ltd.</i></p> <hr/> <p>Material: Paying Attention to Your Own Needs</p> <p>References: <i>Geldard, K. & Geldard, D. (2021). Helping Solve Other People's Problems with Counseling Techniques. Yogyakarta: Student Library.</i></p>	5%
10	Carrying out counseling practice	Practicing counseling skills with clients	<p>Criteria:</p> <ol style="list-style-type: none"> 1. Students are able to plan the counseling process which is carried out face to face 2. Students are able to integrate the principles of observation and interviews in the implementation of counseling according to the Indonesian psychology code of ethics <p>Form of Assessment : Practice / Performance</p>	Practice, case method 2 X 50		<p>Material: Practical</p> <p>Literature: <i>Corey, G. (2013). Theory and Practice of Counseling and Psychotherapy. Bandung: PT. Refika Aditama.</i></p>	5%

11	Able to carry out the principles of observation and interviews in the implementation of counseling according to the Indonesian psychology code of ethics	<ol style="list-style-type: none"> Analyze your readiness and abilities as a counselor before carrying out counseling practices Detecting difficulties and boredom during the counseling process 	<p>Criteria:</p> <ol style="list-style-type: none"> good (85-100) enough (75-84) less (<75) <p>Form of Assessment : Practical Assessment, Practice/Performance</p>	Practice, Case Method 2 X 50		<p>Material: Professional issues in counseling</p> <p>Reference: <i>McLeod, J. (2013). An Introduction to Counselling, 5th ed. New York: McGraw-Hill.</i></p> <hr/> <p>Material: Understanding Yourself through personal development</p> <p>References: <i>Evans, G. (2013). Counseling Skills for Dummies, 2nd edition. West Sussex: John Wiley & Sons, Ltd.</i></p> <hr/> <p>Material: Paying Attention to Your Own Needs</p> <p>References: <i>Geldard, K. & Geldard, D. (2021). Helping Solve Other People's Problems with Counseling Techniques. Yogyakarta: Student Library.</i></p>	5%
12	Carrying out counseling practice	Practicing counseling skills with clients	<p>Criteria:</p> <ol style="list-style-type: none"> Students are able to plan the counseling process online Students are able to carry out online counseling by applying the principles of observation and interviews <p>Form of Assessment : Participatory Activities, Practice/Performance</p>		Practice, Case Method 2 X 50	<p>Material: Practical</p> <p>Literature: <i>Corey, G. (2013). Theory and Practice of Counseling and Psychotherapy. Bandung: PT. Refika Aditama.</i></p>	5%
13	Able to evaluate the counseling process carried out by peers	<ol style="list-style-type: none"> Evaluate the counseling process for peers Analyzing cases of counseling carried out by peers 	<p>Criteria:</p> <ol style="list-style-type: none"> good (85-100) enough (75-84) less (<75) <p>Form of Assessment : Participatory Activities, Practice/Performance</p>	Case Method, Discussion 2 X 50		<p>Material: Practical</p> <p>Literature: <i>Aldridge, Sally & Rigby, Sally. 2004. Counseling skills in Context. London: Hodder & Stoughton</i></p>	5%
14	Carrying out counseling practice	Planning the face-to-face counseling process	<p>Criteria:</p> <ol style="list-style-type: none"> good (85-100) enough (75-84) less (<75) <p>Form of Assessment : Participatory Activities</p>	Practice, Case Method 2 X 50		<p>Material: Practical</p> <p>Literature: <i>Corey, G. (2013). Theory and Practice of Counseling and Psychotherapy. Bandung: PT. Refika Aditama.</i></p>	5%

15	Carrying out counseling practice	1. Practicing basic skills in counseling techniques 2. Creating a conducive situation in group counseling practice	Criteria: 1. good (85-100) 2. enough (75-84) 3. less (<75) Form of Assessment : Practical Assessment, Practice/Performance	Practice, Case Method 2 X 50		Material: Practical Literature: Corey, G. (2013). <i>Theory and Practice of Counseling and Psychotherapy</i> . Bandung: PT. Refika Aditama.	5%
16	Final exams	Completeness and Depth of Report Writing	Criteria: Completeness and Depth of Report Writing Form of Assessment : Practical Assessment	Practical Report and Video on Implementation of 2x50 Group Counseling		Material: practicum report References: Corey, G. (2013). <i>Theory and Practice of Counseling and Psychotherapy</i> . Bandung: PT. Refika Aditama.	30%

Evaluation Percentage Recap: Project Based Learning

No	Evaluation	Percentage
1.	Participatory Activities	42.5%
2.	Practical Assessment	35%
3.	Practice / Performance	22.5%
4.	Test	20%
		100%

Notes

- Learning Outcomes of Study Program Graduates (PLO - Study Program)** are the abilities possessed by each Study Program graduate which are the internalization of attitudes, mastery of knowledge and skills according to the level of their study program obtained through the learning process.
- The PLO imposed on courses** are several learning outcomes of study program graduates (CPL-Study Program) which are used for the formation/development of a course consisting of aspects of attitude, general skills, special skills and knowledge.
- Program Objectives (PO)** are abilities that are specifically described from the PLO assigned to a course, and are specific to the study material or learning materials for that course.
- Subject Sub-PO (Sub-PO)** is a capability that is specifically described from the PO that can be measured or observed and is the final ability that is planned at each learning stage, and is specific to the learning material of the course.
- Indicators for assessing** ability in the process and student learning outcomes are specific and measurable statements that identify the ability or performance of student learning outcomes accompanied by evidence.
- Assessment Criteria** are benchmarks used as a measure or measure of learning achievement in assessments based on predetermined indicators. Assessment criteria are guidelines for assessors so that assessments are consistent and unbiased. Criteria can be quantitative or qualitative.
- Forms of assessment:** test and non-test.
- Forms of learning:** Lecture, Response, Tutorial, Seminar or equivalent, Practicum, Studio Practice, Workshop Practice, Field Practice, Research, Community Service and/or other equivalent forms of learning.
- Learning Methods:** Small Group Discussion, Role-Play & Simulation, Discovery Learning, Self-Directed Learning, Cooperative Learning, Collaborative Learning, Contextual Learning, Project Based Learning, and other equivalent methods.
- Learning materials** are details or descriptions of study materials which can be presented in the form of several main points and sub-topics.
- The assessment weight** is the percentage of assessment of each sub-PO achievement whose size is proportional to the level of difficulty of achieving that sub-PO, and the total is 100%.
- TM=Face to face, PT=Structured assignments, BM=Independent study.