

## **PSY360 Introduction to Counseling**

### **(3 credit hours)**

### **Course Syllabus**

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### **Course Description**

Provides a theoretical survey of the field of counseling. Major emphasis is on such topics as ethical considerations, the intake interview, counselor roles and client roles, goals of counseling, referrals and liaisons in the community, vocational counseling, tests and instruments used in the counseling process and research on the counseling process.

### **Course Learning Outcomes**

By the end of this course, you will be able to:

1. Understand and summarize the history, trends, professional and educational requirements, and legal and ethical issues of the counseling profession.
2. Understand and summarize the standards for multicultural competence in counseling.
3. Examine, understand, and analyze the counseling relationship and process.
4. Understand and evaluate the major theories of counseling and the research and evaluation process.
5. Understand and summarize the different counseling services available, including individual, group, relationship, and family counseling and assessment, testing, and diagnosis.
6. Examine and understand the different counseling disciplines and settings including private practice and school, college counseling, and community/clinical mental health counseling.
7. Examine and understand the different areas of specialization in counseling including addictions and career counseling and consultation.
8. Conduct an interview with a counseling professional, analyze information gathered, and compose a written report.
9. Read and analyze material related to the field of counseling and write an essay with APA style citations and title and reference pages.

10. Read and analyze material related to the field of counseling and construct a Power Point presentation citing scholarly sources to summarize and highlight the key points of the material.

## Prerequisites/Corequisites

PSY101

## Required Textbook(s) and Resources

For this course a digital copy of your textbook is included with your DragonACCESS fees. Use the DragonACCESS tool in Moodle to view your book.

Gladding, S. T. (2017). *Counseling: A comprehensive profession* (8th ed.). Pearson Education.

Be sure to also review the weekly **Explore** sections for additional library or web resources. For access to databases, research help, and writing tips, visit the [Tiffin University Library](#). You might consider registering for one of the library's many webinars on library research, source evaluation, copyright, and other topics, at the [Library Events - Upcoming Events](#) web page. For further assistance email a librarian, at: [library@tiffin.edu](mailto:library@tiffin.edu).

## Time Commitment

Effective time management is possibly the single most critical element to your academic success. To do well in this class you should plan your time wisely. With our accelerated, seven-week term, you should reserve roughly **twenty (20) hours per week** to complete readings and assignments. To help plan your time and keep on track toward successful course completion, note the distinctive rhythm of assignment due dates:

1. All times assume Eastern Time (GMT-4).
2. Weeks begin at 12:00 a.m. ET on Monday and end at 11:55 p.m. ET on Sunday.
3. Unless otherwise noted, initial forum discussion posts are due by **11:55 p.m. ET on Wednesdays** and response posts are due by **11:55 p.m. ET on Saturdays**.
4. Major assignments and reflections are due by **11:55 p.m. ET on Sundays**.

## Grading

The chart below identifies the individual contributions from each type of activity, per week.

Activity	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Total
Discussion	40	40	40	40	40	40	40	<b>530</b>
	40	40	40	40	40	25	25	
Assignment	60	30	60	60	50	150	60	<b>470</b>
<b>Total</b>	<b>140</b>	<b>110</b>	<b>140</b>	<b>140</b>	<b>130</b>	<b>215</b>	<b>125</b>	<b>1000</b>

## Grading Scale

Grade	Percentage
A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	<60%

Please see the [Academic Bulletin](#) for grade appeal information.

## Course Schedule and Weekly Checklist

### Week 1

- Forum (Due Monday): Activity 1.1: Meet Your Peers - Introductory Post
- Forum (Due Wednesday): Activity 1.2: Counselor - Introductory Post
- Forum (Due Wednesday): Activity 1.3: Counseling Effectiveness - Introductory Post
- Forum (Due Saturday): Activity 1.1: Meet Your Peers - Secondary Post
- Forum (Due Saturday): Activity 1.2: Counselor - Secondary Post
- Forum (Due Saturday): Activity 1.3: Counseling Effectiveness - Secondary Post
- Assignment (Due Sunday): Activity 1.4: Ethical Issues

## **Week 2**

- Forum (Due Wednesday): Activity 2.1: Gender Concerns - Introductory Post
- Forum (Due Wednesday): Activity 2.2: Cultural Traditions and Backgrounds - Introductory Post
- Forum (Due Saturday): Activity 2.1: Gender Concerns - Secondary Post
- Forum (Due Saturday): Activity 2.2: Cultural Traditions and Backgrounds - Secondary Post
- Assignment (Due Sunday): Activity 2.3: Interview

## **Week 3**

- Forum (Due Wednesday): Activity 3.1: Self-disclosure - Introductory Post
- Forum (Due Wednesday): Activity 3.2: Termination Process - Introductory Post
- Forum (Due Saturday): Activity 3.1: Self-disclosure - Secondary Post
- Forum (Due Saturday): Activity 3.2: Termination Process - Secondary Post
- Assignment (Due Sunday): Activity 3.3: Counseling Session

## **Week 4**

- Forum (Due Wednesday): Activity 4.1: Counseling Theories and Techniques - Introductory Post
- Forum (Due Wednesday): Activity 4.2: Research - Introductory Post
- Forum (Due Saturday): Activity 4.1: Counseling Theories and Techniques - Secondary Post
- Forum (Due Saturday): Activity 4.2: Research - Secondary Post
- Assignment (Due Sunday): Activity 4.3: Research in Counseling

## **Week 5**

- Forum (Due Wednesday): Activity 5.1: Individual vs. Group Counseling - Introductory Post

- Forum (Due Wednesday): Activity 5.2: Diagnosing - Introductory Post
- Forum (Due Saturday): Activity 5.1: Individual vs. Group Counseling - Secondary Post
- Forum (Due Saturday): Activity 5.2: Diagnosing - Secondary Post
- Assignment (Due Sunday): Activity 5.3: PowerPoint

## **Week 6**

- Forum (Due Wednesday): Activity 6.1: Personal Experience - Introductory Post
- Forum (Due Wednesday): Activity 6.2: Perceptions - Introductory Post
- Forum (Due Saturday): Activity 6.1: Personal Experience - Secondary Post
- Forum (Due Saturday): Activity 6.2: Perceptions - Secondary Post
- Assignment (Due Sunday): Activity 6.3: Interview

## **Week 7**

- Forum (Due Wednesday): Activity 7.1: Substance Abuse - Introductory Post
- Forum (Due Wednesday): Activity 7.2: Theories - Introductory Post
- Assignment (Due Thursday): Activity 7.3: Review
- Forum (Due Saturday): Activity 7.1: Substance Abuse - Secondary Post
- Forum (Due Saturday): Activity 7.2: Theories - Secondary Post

## **Tips for Success**

Online learning requires self-discipline and self-direction. As seekers of the truth, we should be willing to challenge one another's academic work in a spirit of respectful comradery. Your course is a place for you to grow as you benefit from the expertise, experience, and diverse perspectives of your instructor and peers. Constructive feedback will challenge you to stretch your own thinking, thereby expanding your knowledge and understanding.

To get the most out of your learning experience, you should actively engage (participate) in **ALL** course activities. Course elements are arranged chronologically. To complete a week, simply work your way "down the page" through all of the course materials and activities.

## Your Instructor Will Expect You to:

- Thoroughly review orientation materials (Start Here) within the first 48 hours of the term.
- Monitor your TU email account **daily** for important updates and announcements.
- Take ownership of your learning experience and act in a proactive, self-directed manner. That means:
  - Fully participate in all learning activities.
  - Complete assignments as described in rubrics or other instructions.
  - Submit all work on time and in the specified format (e.g. APA format for citations).
  - Utilize and incorporate instructor provided feedback to improve your work.
  - Ask questions so you can better understand course material or assignments.
  - Use the highest standards of intellectual honesty and integrity. For details, see the TU Library guide: [Digital Literacy: Netiquette and Internet Safety](#).
  - Treat others respectfully and demonstrate "netiquette" (online politeness and respectfulness) at all times. TU celebrates cultural uniqueness and expects all students to be considerate and thoughtful throughout their learning experiences.

## You Should Expect Your Instructors to:

- Post an introductory announcement/email at the beginning of each week to provide updates and help you prepare for the week's activities.
- Maintain an active and engaged presence in all course activities and throughout the course.
- Respond to your emailed questions within 48 hours, if not sooner.
- Clearly communicate any absences or expected non-participation due to extenuating circumstances. For example, "I will be traveling to attend a funeral this week and may not be able to respond to questions or participate in forums for a couple of days."
- When grading your work:
  - clearly indicate their grading approach (what they like to see in submitted work as well as what types of errors they tend to penalize more harshly),
  - thoroughly review and evaluate your submissions in a timely manner (in less than 5 days for most assignments), and
  - provide constructive feedback on the strengths and weaknesses of your work with suggestions on how you can improve your performance on future assignments.

- Advocate for your success as a learner and help guide you toward successful completion of the course activities and most importantly, attainment of the course learning outcomes.

## Accommodations (Disability Services)

The Office of Disability Services supports the institutional commitment to diversity by providing educational opportunities for qualified individuals with disabilities through accessible programs and services in compliance with Section 504 of the Rehabilitation Act of 1973 and Title III of the Americans with Disabilities Act (ADA) of 1990. If you need reasonable accommodations due to a documented disability, contact the Office for Equity, Access, & Opportunity via email at [disabilityservices@tiffin.edu](mailto:disabilityservices@tiffin.edu) or by calling 419-448-3021.

## Technical Support

For Moodle support, either email [moodlesupport@tiffin.edu](mailto:moodlesupport@tiffin.edu) or call the 24/7 Technical Support Call Center at 855-664-1200 (3430, Option 2, from on-campus). For non-Moodle support, contact the Tiffin University ITS helpdesk at the number above or submit a [support ticket](#).

## Veterans

The Veteran and Military Resource Center assists veterans, active Military, and spouses of current service members in utilizing their education benefits. VMRC provides information regarding benefit processes and procedures, as well as support in navigating the transition from military to academic life by facilitating connections with the appropriate support services on campus. More information can be found on the Veteran and Military Resource Center website, at <http://www.tiffin.edu/va>.

## Additional Support

If you need to consult an academic advisor refer to TU's [Meet the Team](#) page. For information about TU's peer tutoring program see the Murphy Center's [Tutoring Policies and Procedures](#) page.

## Comments or Concerns

TU's online programs are designed to be student *driven*: to empower you with a voice and stake in your learning. Our courses feature multiple and varied ways that you can share feedback, and we invite you to become an active voice and help drive our improvement efforts. In addition to providing in-course feedback, we encourage you to submit questions or comments directly to the online team at [online@tiffin.edu](mailto:online@tiffin.edu).