

## MULTITASK OF GUIDANCE

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### Abstract

*Guidance is an 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. Guidance fulfills some aims of education. For example, Educational guidance is concerned with the assistance given to the child in solving his academic problems. This is possible through a programme of self-understanding, orientation and adjustment. The pupil begins with understanding his own abilities and interests. Guidance is a sort of service. It is universal and paedocentric. The need of guidance is directing the academic growth, directing vocational maturity, and directing personal social adjustment.*

**Keywords:** Basic facts, Principles, types of guidance, Educational Guidance

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### Introduction

The recent changes in the economic, social and political conditions have a direct effect on the education structure in our country. Life has become more complex, the urban civilization has become more and more sophisticated. Modern life demands production to speed up, and business to progress, and science and technology to get greater attention. So, Guidance helps an individual to exercise his/her choices in resolving problems which will otherwise keep them on pin. The child learns everything from others, therefore everybody who comes in contact with the child contributes to the growth and development of the child in one way or the other. Guidance is planning and assistance. It meets the varied and extensive needs of the individual. It is a continuous dynamic process concerning the child during his entire studentship.

### Definitions of Guidance

**Morris, Ruth Strang,** "Guidance is a process of helping every individual, through his own efforts, to discover and developing his potentialities for his personal happiness and social usefulness."

**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”.

### **Need for Guidance**

- Directing the Academic Growth.
- Directing the Vocational Maturity.
- Directing personal social adjustment.
- Guidance to cope with Special Problems of Home and society.
- . Guidance to cope with Special Problems of School
- Guidance for National planning.

### **Guidance and Education**

Both education and guidance is a sort of organized assistance given to the child for the development of his personality and fulfillment of his aims . Both have the same end in view. But guidance has a more limited field than education. Education is the process of entire change that takes place within the individual. Again it includes all types of instruction- knowledge, skill and attitudes. That way education deals with the entire scope of human development. According to Jones, “ All guidance is education, but some aspects of education are not guidance; their objectives are the same – the development of the individual – but the methods used in education are by no means the same those used in guidance”. Obviously, while education deals with the entire curriculum, guidance is concerned only with the selection of the same. While education leads to professional guidance, helps in the selection of the profession. Education is the cumulative changes brought out from within the individual. Guidance is an assistance from without. Thus through both education and guidance are conscious effort on the part of the society to direct the physical, mental emotional educational and vocational growth of the individual, the scope of guidance is limited. Guidance is a part of education. All guidance is education but all education is not guidance.

### **Basic Facts about Guidance**

- Guidance fulfills some aims of education
- Guidance is Paedocentric:
- Guidance is a sort of service.
- Guidance is universal.
- Guidance is Assistance.
- Guidance is Planning.

### **1. Guidance Fulfills Some Aims of Education**

Guidance helps the realization of some of the aims of education, as it assists the pupil to make the best selection of his educational courses, so as to avoid failure and frustration. A well-adjusted profession is also an asset to the society. That way guidance is the practical side of education. While education sets the goal, guidance fulfills it.

### **2. Guidance is Paedocentric:**

The centre of guidance is the child himself and not any problem. The assistance is to be given to him so that he himself arrives at the right decision, rises to the occasion and fulfills his objective. The guidance worker does not trust anything from outside.

### **3. Guidance is a sort of service:**

Guidance is neither instruction nor curriculum. It is a sort of specific service. It is a personal service as it renders assistance to the pupils with the objective of enabling him to solve his problems himself. It is a specialized and generalized service in which the parent, the teacher, the administrator and more specifically the counselor plays his part. It is an organized service, as it has a specific objective, special staff, special organization, specific tools and techniques and a specialized agency to guide.

### **4. Guidance is universal:**

The specialized service of guidance is meant for all the pupils (without any distinction). It is not only meant for abnormal and exceptional children who pose problems for the parents and teacher, but also for the normal children whose abilities and potentialities are to be helped and developed to the optimum.

### **5. Guidance is Assistance:**

Guidance is not provided in the form of trust or compulsion, instructions or lecturing, but in the shape of wise-counselling, which is no more than an assistance. As Jones puts it, "guidance is self-development and self-direction". It helps the pupil to guide himself, and arrive at self-understanding. It helps him to accept himself as he is, to understand his potentialities, to realize the worth of the potentialities, to analyze the situation prevailing in the environment, to set personal goals, to arrive at wise decisions and to make efforts accordingly.

### **6. Guidance is Planning:**

It is planning in the sense that the guidance personnel reviews the entire situation and plans for the future. On the one hand, he makes an estimate of the abilities, interests, aptitudes and personality traits of the pupils, on the other side he studies the educational course befitting them, then he again he studies the courses that are actually available to suit the demand and then he studies the vocations, that are concomitant to these courses, and the vocational opportunities that are available at present and in future.

## Principles of Guidance

Some important principles that underline any guidance work are the following:

- Guidance is a community responsibility with school playing the major role.
- It meets the varied and extensive needs of the individual.
- It is a continuous dynamic process concerning the child during his entire studentship.
- It assists the pupil in studying his present educational opportunities, and his own capacities.
- It is an assistance to the pupil so that he understands himself , guides himself and makes his final decisions.
- It has threefold responsibilities of assisting the child in social-personal adjustment, in choosing suitable courses and careers.
- It is based on the principles that all the individuals differ in abilities, interests, capacities and limitations.
- It recognizes the psychological fact of individual difference and works out its programme after accepting these differences.
- Guidance services should be available continuously to all the individuals.
- It comprises of a number of services such a pupil-information service, occupational information service, data collection service, counseling service, occupational preparatory service, placement service, follow-up service and research service.

## Types of Guidance

**The various types of guidance are the following:**

- Personal –social guidance
- Education guidance
- Vocational guidance
- Physical guidance
- Hygiene guidance
- Martial guidance
- Home guidance
- School guidance
- Leadership guidance
- religious guidance
- Leisure-time guidance
- Old-age guidance.

Out of these types, the first three are the major ones, and the rest are either the minor or already included in any of the first three. For instance , fourth to tenth types are somehow included in personal-social guidance. the eleventh can form a part

of educational guidance. The twelfth is not related to school pupils, and hence it may be left out.

The three main types are as follows:

**1. Personal –Social or Psychological or adjustmental guidance:**

This assists the child to adjust well with physical and social environment and solves all emotional and psychological problems. It makes the child socially well-adjusted, and emotionally balanced and helps his all round development of his personality.

**2. Educational guidance:**

It pertains the choice of various educational courses available to the child in accordance with his innate capacities, interests, personality traits and aspirations. It seeks to recognize the individual differences in pupils and adjust these with diversified courses.

**3. Vocational guidance:**

It is an extension of educational guidance, pertaining to the judicious choice of the profession or employment after the completion of the studies, in accordance with the ability, aptitude and traits of the pupils.

**Example: Educational Guidance at Different Stages**

**Elementary Stage**

At this stage the child is a mere beginner. No specialized service is required. The only consideration as far as educational guidance is concerned that all efforts be made to help the child make pleasant beginning at school. The child not only makes the proper beginning but also develops a positive and healthy outlook towards life. The last function of educational guidance at elementary stage will be to prepare the child for secondary stage.

**Secondary Stage**

The important functions of educational guidance at this stage are:

- to help the students to select the right curriculum.
- to keep them motivated so that they make progress in studies.

**Ultimate Elaborate Programme of Guidance**

- Data collection service
- Occupational Information Service
- Self Inventory service
- Counseling service
- Vocational preparatory service
- The Placement service
- Follow-up and adjustment service
- Research Service

## Conclusion

The pattern of home and society is becoming increasingly complex, with the result that some special problems arise and baffle the growing child. The homes are becoming disintegrated, the joint family system is waning, rapidly. The family conditions due to certain social changes become complex. We have soaring prices, upsetting the domestic economy, women compelled to work outside home, one or both the parents frequently absenting from home due to professional work, the economic market tightens day by day, the employment opportunities are winding even for the technical hands, new jobs are turning up, and the man-power planning is becoming more complex. Therefore, guidance is an essential need of survival to each and every individual living in this world.

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