



**UNIVERSITAS NEGERI PADANG**  
FACULTY OF MATHEMATICS AND NATURAL SCIENCES  
MATHEMATICS DEPARTMENT, MATHEMATICS EDUCATION STUDY PROGRAM  
Main Campus Universitas Negeri Padang.  
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**Bachelor of Education in All of Department**

**MODULE HANDBOOK**

Module name:	Introduction of Counseling
Module level, if applicable:	Bachelor
Code:	UNP1.61.4201
Sub-heading, if applicable:	-
Classes, if applicable:	Introduction of Counseling
Semester:	4 <sup>th</sup> (fourth)
Module coordinator:	Drs. Asmidir Ilyas, M.Pd., Kons.
Lecturer(s):	Drs. Asmidir Ilyas, M.Pd., Kons., and Team
Language:	Bahasa Indonesia
Classification within the curriculum:	University Compulsory Course
Teaching format / class hours per week during the semester:	Teaching format: <ul style="list-style-type: none"><li>• Lectures (face to face activities): Discussion, questions and answer, and expository</li><li>• Structured assignment, and</li><li>• Independent activities</li></ul> 2 x 170 minutes = 340 minutes = 5.67 hours.
Workload:	16 weeks per semester include Midterm and final exam consist of: <ul style="list-style-type: none"><li>• 1.67 hours lectures (2 x 50 minutes) per week,</li><li>• 2 hours structured assignment (2 x 60 minutes) per week,</li><li>• 2 hours Independent activities (2 x 60 minutes) per week,</li></ul> Total workload: 16 x 2 x 170 minutes = 5440 minutes = 90.67 hours = 3.02 ECTS
Credit points:	2 SKS (3.02 ECTS)
Prerequisite's course(s):	-

<p>Course outcomes:</p>	<p>After taking this course the students have ability to:</p> <p>CO 1 : Master the concept in depth and explain it in his own language and be able to reflect on the insight and understanding that BK services are educational efforts, the main points of BK service performance, the existence and position of BK in school, the meaning, purpose, and function of BK services, BK principles, the field of Guidance and Counseling, the types of BK services, BK support activities, the format of BK activities, BK in the 2013 Curriculum, the teacher's code of ethics and counseling, BK professionalism, differences, linkages and cooperation between educators</p> <p>CO 2 : Apply logical, critical, systematic and innovative thinking in the introduction of guidance and counseling through scientific methods and implement them</p> <p>CO 3 : Make decisions appropriately in the context of solving problems based on the results of analysis of information and field data about guidance and counseling</p> <p>CO 4 : Display professionalism as an educator through cooperation with BK service implementers in educational institutions</p> <p>CO 5 : Have skill in compiling scientific papers on guidance and counseling</p> <p>CO 6 : Show responsibility attitude towards works by self and by team works.</p>
<p>Content:</p>	<p>This course discusses:</p> <ol style="list-style-type: none"> <li>1. the Guidance and Counseling (BK) course for prospective educator students outside the field of BK provides a general understanding of BK, especially that BK services are included in the field of comprehensive education efforts based on Law No.20 / 2003 concerning the National Education System.</li> <li>2. understanding direction, approach and outcomes of BK services, differences and linkages between the performance of BK services and other educational services, such as teaching services provided by teachers, are the main studies of BK services themselves.</li> <li>3. understanding that BK services are professional services as well as educational services for other educators.</li> </ol>
<p>Study/exam achievements:</p>	<p>Total Score = (30% x Midterm Exam Score) + (35% x Final Exam Score) + (20% x Assignment: Group Tasks: interview reports and interview recordings (video) group Task: Observation Report individual Tasks: reflection journal) + (15% x Affective Score (Responsibility, class attendance))</p>

	<p>The initial cut - off points for grades A, A-, B+, B, B-, C+, C, C-, and D should not be less than 85, 80, 75, 70, 65, 60, 55, 50, and 40 out of 100 respectively.</p> <p><b>Explanation:</b></p> <p><b>1. Midterm Exam</b></p> <ul style="list-style-type: none"> <li>✓ Midterm Exam will be conducted in the 9<sup>th</sup> meeting .</li> <li>✓ Midterm Exam is in the form of a written test (essay) and will be conducted in the classroom.</li> <li>✓ The time allocation is 120 minutes according to the module schedule.</li> </ul> <p><b>2. Final Exam</b></p> <ul style="list-style-type: none"> <li>✓ Final Exam will be conducted in the 16<sup>th</sup> meeting.</li> <li>✓ Final Exam is in the form of a written test (essay) and will be conducted in the classroom.</li> <li>✓ The time allocation is 120 minutes which follows the Final Exam schedule.</li> </ul> <p><b>3. Assignment</b></p> <ul style="list-style-type: none"> <li>✓ Presentations: the participants of the module will be divided into several small groups. Each of the groups will assign to particular topic related to the learning content of Basic Social Culture. The students should discuss the topic, prepare the paper and conduct a class presentation.</li> <li>✓ Report: Students summarize the learning content and write a report.</li> </ul> <p><b>4. Affective Asessment</b></p> <ul style="list-style-type: none"> <li>✓ Affective asesment is held in every meeting by observing students' attitude in the classroom.</li> <li>✓ The assesment is based on the observation sheet by using the given scoring rubrics</li> </ul>
Forms of media:	E-book, e-learning Moodle, and video
Literature:	<ol style="list-style-type: none"> <li>1. Zamroni, E., &amp; Rahardjo, S. (2015). Manajemen bimbingan dan konseling berbasis permendikbud nomor 111 tahun 2014. Jurnal konseling gusjigang, 1(1).</li> <li>2. Pendidikan, P. M., &amp; Nomor, K. R. I. (2015). 111 tahun 2014 tentang Bimbingan dan Konseling pada Pendidikan Dasar dan Pendidikan Menengah. Jakarta: Depdikbud.</li> <li>3. Ahmad, R. (2013). Dasar-dasar Bimbingan dan Konseling.</li> <li>4. No, P. 81a tahun (2013) tentang Implementasi Kurikulum. Jakarta: Depdiknas.</li> <li>5. Neviyarni, S. (2009). Pelayanan Bimbingan dan Konseling Berorientasi Khalifah fil Ardh. Bandung: Alfabeta.</li> <li>6. Gladding, S. T., &amp; Batra, P. (2007). Counseling: A comprehensive profession. Pearson Education India.</li> <li>7. Indonesia, P. M. P. N. R. (2007). Nomor 27 Tahun 2008 Tentang Standar Kualifikasi Akademik dan Kompetensi Konselor. Jakarta: Depdiknas.</li> <li>8. Nasional, D. P. (2006). Peraturan Menteri Pendidikan Nasional No. 22. Jakarta: Direktorat Pendidikan Dasar dan Menegah.</li> <li>9. Lesmana, J. M. (2005). Dasar-dasar konseling. Jakarta: Penerbit Universitas Indonesia.</li> </ol>

