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CE 658 Syllabus: Microskills

Winona State University

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SUGGESTED REVISED COURSE SYLLABUS FOR
CE 658 - MICROSKILLS
(Three Credit Hours)

1. **CATALOG DESCRIPTION:**

This is a practice course that provides a systematic approach to developing basic counseling skills. Students will have the opportunity to practice microskills (e.g. rapport building, attending, paraphrasing, reflecting feeling and meaning, interpretation, modeling, role playing, etc.) on a weekly basis. P/NC only.

2. **STATEMENT OF THE MAJOR FOCUS AND OBJECTIVES OF THE COURSE:**

- * To learn to apply basic and advanced counseling techniques in a structured learning environment
- * To develop a self-awareness of abilities, behaviors, values, and attitudes and how they impact on performance in counseling.
- * To help students acquire proficiency and gain confidence by applying theoretical knowledge in a helping relationship.
- * To learn the basic difference between interviewing and counseling.
- * To become intentional in the selection and use of basic and advanced helping skills.
- * To learn to critique the work of self and others in a constructive manner.
- * To develop an understanding of the diversity of clients and how to apply basic helping skills in a culturally rich society.

3. **COURSE OUTLINE OF MAJOR TOPICS AND SUBTOPICS:**

<u>Week:</u>	<u>Topic:</u>	<u>Readings:</u>
1	Introduction and Course Overview Attending Behaviors	Chapters 1 and 2 in text
2	Questions	Chapter 3 in text
3	Client Observation Skills	Chapter 4 in text
4	Encouraging, Paraphrasing and Summarizing	Chapter 5 in text
5	Noting and Reflecting Feelings	Chapter 6 in text
6	Interviewing Using Listening Skills Only	Chapter 7 in text
7	Confrontation and Conflict Resolution Immediacy	Chapter 8 in text
8	Focus	Chapter 9 in text
9	Eliciting and Reflecting Meaning	Chapter 10 in text
10	Influencing Skills	Chapter 11 in text

11	Interpreting and Hypothesis Testing	Supplemental Reading
12	Modeling and Role Playing	Supplemental Reading
13	Self Disclosure	Supplemental Reading
14	Natural and Logical Consequences Directives Feedback	Supplemental Reading
15	Termination Skill Integration	Chapters 12, 13, and 14 in text
16	Final Examination	None

4. **BASIS INSTRUCTION PLAN:**

- Lecture
- Applied and Experiential Learning Activities in the Classroom
- Comprehensive Examination
- Skill Integration Videotape

5. **COURSE REQUIREMENTS AND MEANS OF EVALUATION:**

Course Requirements:

- * Read all assigned materials prior to coming to class. Additional handout materials may be provided by the instructor.
- * Actively participation in classroom exercises and assignments.
- * Complete videotaped demonstration of counseling skills and techniques during each class session.
- * Final Examination

Grading:

A grade of P (pass) will be awarded to students who successfully complete all course requirements and satisfactorily demonstrate the knowledge and skills associated with the microskills training program. A grade of NC (no credit) will be assigned to students who do not meet the course requirements stated above.

Attendance:

Since this is a skill building course, attendance and participation at all class sessions is required. Should an emergency arise and a class must be missed, it is the student's responsibility to talk with the course instructor regarding any work missed.

6. **TEXTBOOK:**

Ivey, A. (1999). Intentional interviewing and counseling: Facilitating client

Development in a multicultural society (4th ed.). Pacific Grove, CA: Brooks/Cole Publishing Company.

7. LIST OF REFERENCES AND BIBLIOGRAPHY:

Carkhuff, R. (2000). The art of helping in the 21st century (8th ed.). Amherst, MA:

Human Resource Development Press, Inc.

Gladding, S. (1996). Counseling: A comprehensive profession (3rd ed.). Englewood Cliffs,

NJ: Prentice Hall.

Hackney, H., & Cormier, S. (1996). The Professional counselor: A process guide to helping

(3rd ed.). Boston: Allyn and Bacon.

Nugent, F. (1994). An introduction to the profession of counseling (2nd ed.). New York:

Merrill.

Scisson, E. (1993). Counseling for results: Principles and practices of helping.

Pacific Grove, CA: Brooks/Cole Publishing Company.