

## DEPARTMENT OF CIVIL ENGINEERING

### *Counselling*



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## Definition

**Counselling means consultation, mutual interchange of opinion, deliberating together**

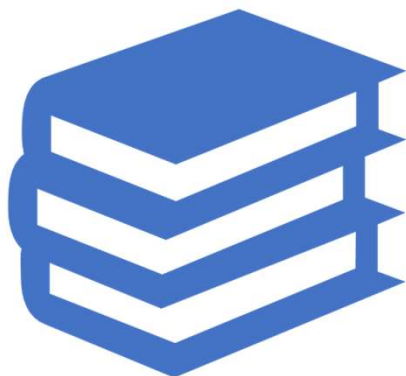
**Counseling is a Face-To-Face communication by which you help the person to make decision or solve a problem.**

**Counseling is a helping process that aimed at problem solving.**

**Counseling- done with individual, group or with couple.**



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## Student Counseling

Student's Counselling helps the students understand the obstacles in their preferred academic path. The expert opinion develops the confidence to overcome the hurdles. A professional counsellor considers it his/her duty to offer the insight and inspire confidence in the counselee

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### Counseling as per PEC OBA Manual 2014 (Reference Page 24)

#### **3.2.4.5 Academic Counseling**

This aspect pertains to the guidance available to students from teachers through dedicated office-hours beyond scheduled time-table. The office hours must be publicized by the instructors by posting them on the office doors/notice-boards. Tutorials, problem-solving and/or help sessions, when planned, should be scheduled and made a part of the time-table. RAs and TAs / GAs engaged to provide extra coaching and/or subject assistance, especially when assisting the main instructor with a larger class-size, should also maintain specific designated hours for off-class assistance/counseling. Individual student's academic progress should be monitored and corrective measures taken on regular basis through well-defined mechanism.

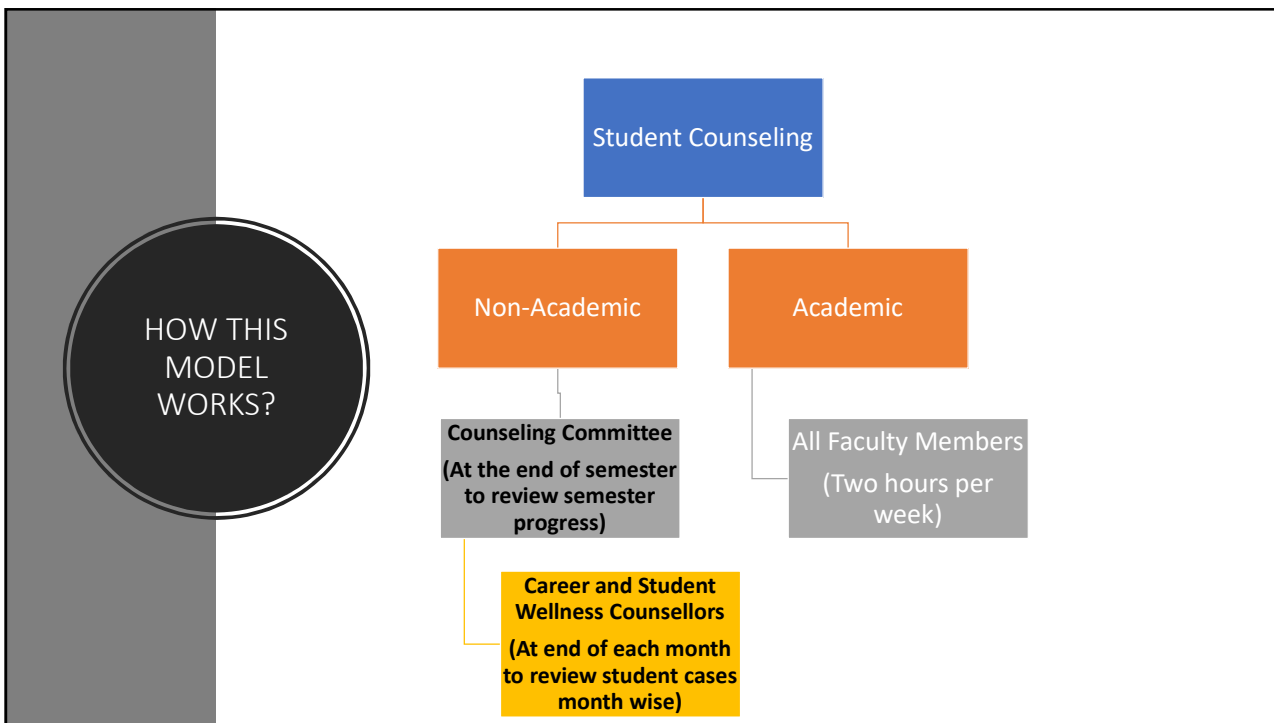
#### **3.2.4.6 Career and Student Wellness Counseling**

In addition to the course specific guidance, the institute should have designated student counselors who would advise and counsel students regarding academic as well as career matters. A formal orientation session for the newly admitted students to apprise them about the salient requirements and policies/procedures of the program is highly desired. The student wellness counselor(s) should also provide assistance to students in managing their health, financial, stress, emotional and spiritual problems.

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Pakistan Engineering Council Program Evaluation Report (Re-accreditation)			
PROGRAM EVALUATION WORKSHEET			
1) For all accreditation criteria, the findings shall be recorded under 'Compliance' column as: 'Y' for Satisfactory, 'C' for Concern, 'W' for Weakness, 'D' for Deficiency or 'OFI' for Opportunity for Improvement. 2) In case of 'C', 'W' or 'D', justification must be provided under 'Observation and Remarks' column.			
Sr. No.	Criteria	Compliance Level	Observations and Remarks on Non-Compliance
<b>Criterion-4: Students</b>			
i	Admission Criteria meets / exceeds minimum eligibility criteria prescribed by PEC Regulations.		
ii	Annual intake is in-line with the maximum intake allowed by EAB for the program.		
iii	Well documented policy on transfer of students only from other accredited program restricting transfer of less than 50% of Cr Hrs required for the degree.		
iv	Availability of designated student counselors to advise / counsel students regarding academic / career matters and provide assistance in managing their health, financial, stress, emotional and spiritual problems.		

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## Goals of Counseling

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S**

**G  
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T**



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## What includes in counseling ?

The short answer is: **whatever you need to talk about**. However, some of the common issues brought to us include:

- Study related problems
- Health issues
- Anxiety
- Depression
- Family concerns
- Finance
- Spiritual problems
- Physical or sexual abuse

Counsellors have experience of working with a wide range of problems, but not everything. If someone feel that it's not the right place to get help, counsellors will discuss with you ways to move forward.

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# Qualities of an effective counsellor

- Positive regard or respect for people
- Open, non judgmental and high level of acceptance
- Caring and empathetic
- Self aware and self disciplined
- Knowledge about subject and awareness of the resources available within the community

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### STEPS IN COUNSELING PROCESS

- Step 1: Establishing rapport and relationship
- Step 2: Assessing or defining of the presenting problem
- Step 3: Identifying and setting goals
- Step 4: Choosing and initiating interventions
- Step 5: Planning and introducing termination and follow-up

### S O L E R

- S**: Sitting at a comfortable angle and distance.
- O**: Open posture. Arms and legs uncrossed.
- L**: Leaning forward from time to time. Looking genuinely interested. Listening attentively.
- E**: Effective eye contact without staring.
- R**: Remaining relatively relaxed.

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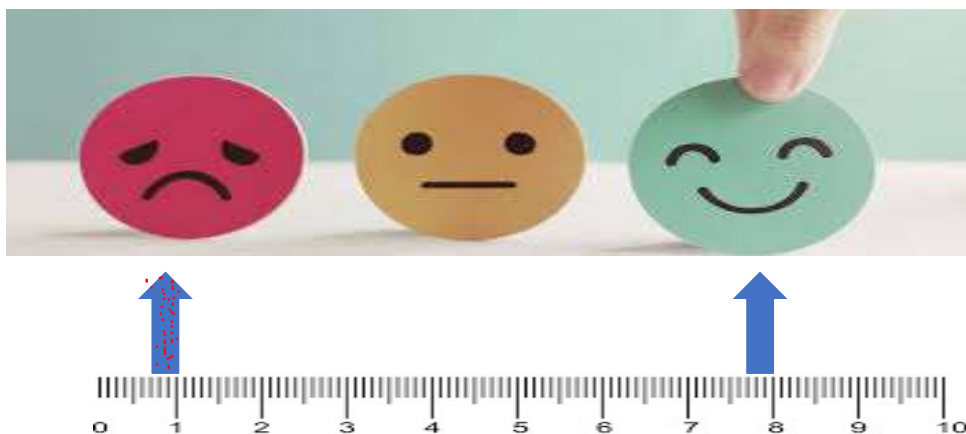


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## Quality of a Good Counselor



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### Characteristics / Qualities of a Good Counselor

Positive minded or outlook

Proper trained

Sympathy to the counselor

Cool headed

Intelligence

Logical

Informative

Confident

Tactful

Frankly Speaking

Influencing or inspiration power

Strong personality

Motivation power

Intend to solve the problem

Skillful

Ability to handle situation

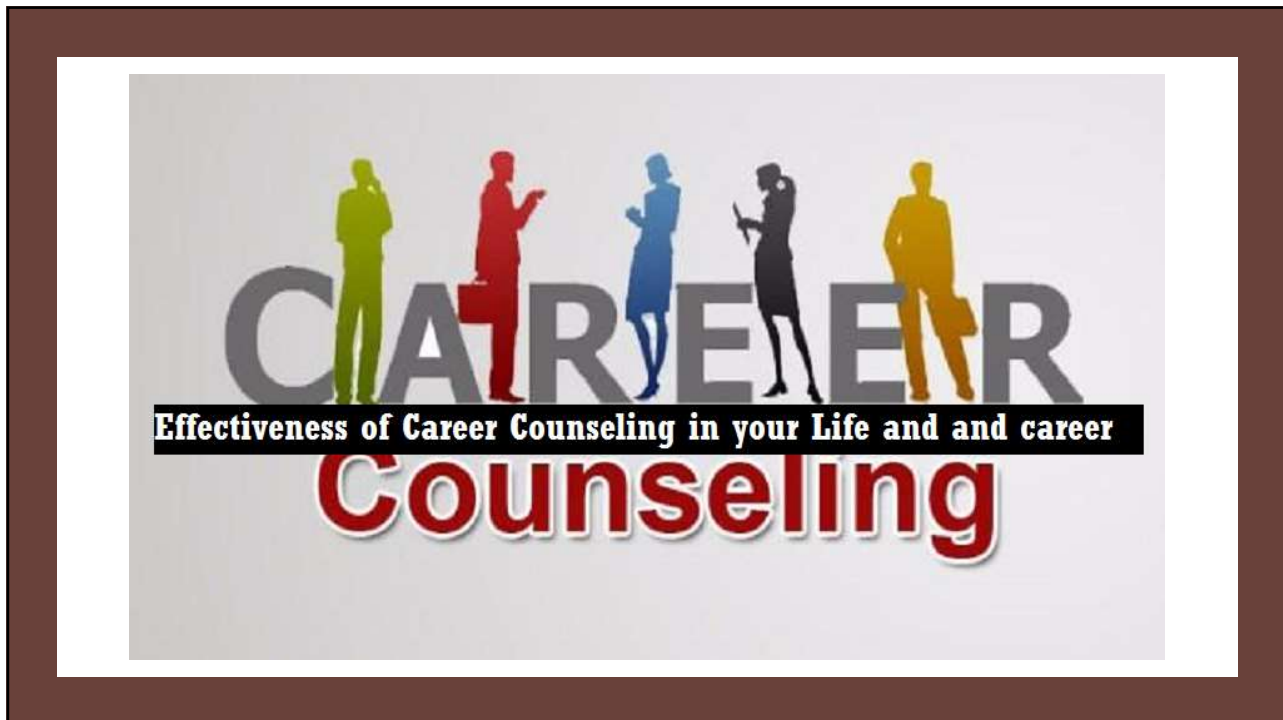
Educated

Impartial

Ability to take quick decision

Active

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## What should I do with a Civil Engg. Degree

- A civil engineering degree prepares you for work in the construction industry as well as in the business, management and financial sectors

### • Jobs directly related to your degree include:

- [Building control surveyor](#)
- [Consulting civil engineer](#)
- [Contracting civil engineer](#)
- [Design engineer](#)
- [Geotechnical engineer](#)
- [Site engineer](#)
- [Structural engineer](#)
- [Water engineer](#)
- [Construction manager](#)

### • Jobs where your degree would be useful include:

- [Building services engineer](#)
- [Engineering geologist](#)
- [Environmental consultant](#)
- [Patent attorney](#)
- [Quantity surveyor](#)
- [Sustainability consultant](#)
- [Urban designer](#)
- [Fire risk assessor](#)

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## Material for study

- **Do What You Are: Discover the Perfect Career for You Through the Secrets of Personality Type** Paperback – April 15, 2014, by [Paul D. Tieger](#) (Author), [Barbara Barron](#) (Author), [Kelly Tieger](#) (Author)
- **The Third Door: The Wild Quest to Uncover How the World's Most Successful People Launched Their Careers** Hardcover – June 5, 2018, by [Alex Banayan](#) (Author)
- **Get a Life, Not a Job: Do What You Love and Let Your Talents Work For You** Paperback – March 15, 2010, by [Paula Caligiuri PhD](#) (Author)
- **Body of Work: Finding the Thread That Ties Your Story Together** Paperback – December 31, 2013, by [Pamela Slim](#) (Author)
- <https://www.eduvision.edu.pk/members/home.php>

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## What Student need to do?



Turn up to your appointments if you possibly can.

We can only help if you make a commitment to attend all of your appointments.



Arrive in good time.

If you arrive late, it gives us less time to talk with you - being on time helps us and you



Let us know if you can't make it.

This means we can offer the slot to someone else in need

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