



TAMILNADU COUNCIL FOR OPEN AND DISTANCE LEARNING

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**POST GRADUATE DIPLOMA IN COUNSELLING PSYCHOLOGY
INTERNSHIP REPORT**

“An Observational Study of Counselling Practices and Psychological Support”

Submitted by:

Name of the Student: _____

Register Number: _____

Course: Post Graduate Diploma in Sports Psychology

Session: Academic/Calendar-20____

Date of Submission:

INTRODUCTION

Introduction to Counselling Psychology

Write approximately **1 page** covering:

- Meaning of counselling
- Meaning of Counselling Psychology
- Importance of psychological support
- Counsellor–client relationship
- Active listening
- Empathy
- Communication
- Confidentiality
- Emotional support
- Importance of professional ethics

Suggested opening:

Counselling Psychology is concerned with helping individuals understand and manage personal, emotional, educational, social and behavioural concerns. Counselling provides a supportive environment in which individuals can express their concerns, explore possible solutions and develop appropriate coping strategies.

OBJECTIVES OF THE INTERNSHIP

Objectives

1. The student may select **6–8 objectives**.
2. To understand the practical application of Counselling Psychology.
3. To observe the professional role of a counsellor.
4. To understand the importance of active listening.
5. To observe communication between counsellor and client.
6. To understand the importance of empathy in counselling.
7. To observe different types of counselling situations.
8. To understand the importance of confidentiality and professional ethics.
9. To understand basic methods used to identify client concerns.
10. To relate theoretical knowledge with practical situations.
11. To develop professional observation and documentation skills.

PROFILE OF THE INTERNSHIP ORGANIZATION

About the Organization

Name:

Location:

Type of Organization:

- ☐ Counselling Centre
- ☐ School
- ☐ College
- ☐ Hospital
- ☐ NGO
- ☐ Rehabilitation Centre
- ☐ Community Centre
- ☐ Mental Health Centre
- ☐ Other: _____

Details

Services Provided:

Number of Counsellors:

Target Population:

Children / Adolescents / Adults / Families / Students / Others

Working Hours:

Brief Profile

The student should write about:

- Background of the organization
- Main services
- Types of clients served
- Counselling facilities
- Role of counsellors

- General working environment

METHOD OF OBSERVATION

Observation and Supervised Learning

The student may observe:

- Counselling environment
- Initial client interaction
- Counselling procedures
- Communication techniques
- Active listening
- Empathy
- Questioning techniques
- Rapport building
- Follow-up procedures
- Documentation practices

Areas Observed

Area	Observation
Communication	
Active Listening	
Empathy	
Rapport Building	
Questioning	
Emotional Support	
Confidentiality	
Professional Ethics	
Problem Identification	
Follow-up	

DAILY INTERNSHIP OBSERVATION RECORD

The student should maintain a simple daily record.

Date	Activity Observed	What I Observed	What I Learned
Day 1	Introduction to Centre	Counselling environment explained	Understood the role of counsellor
Day 2	Counselling Observation	Counsellor used active listening	Learned importance of listening
Day 3	Client Interaction	Counsellor maintained supportive communication	Understood empathy
Day 4	Case Discussion	General concerns were discussed under supervision	Learned basic case understanding
Day 5	Follow-up	Counsellor reviewed progress	Understood importance of follow-up

Students may include **5–10 observations**, depending on internship duration.

OBSERVATION OF A COUNSELLING SESSION

Counselling Session Observation

Date: _____

Session No.: _____

Duration: _____

Type of Counselling: _____

Client Code: _____

(Do not write the client's real name.)

Areas Observed

1. Initial Interaction

How was the client welcomed and the session initiated?

2. Rapport Building

How did the counsellor establish a comfortable environment?

3. Active Listening

How did the counsellor demonstrate attentive listening?

4. Empathy

How did the counsellor respond to the client's feelings?

5. Questioning

What types of questions were used?

6. Communication

How were verbal and non-verbal communication used?

7. Emotional Response

What general emotional responses were observed?

8. Counselling Approach

What counselling approach or technique was discussed/observed, if known?

9. Session Closure

How was the session concluded?

CASE OBSERVATION / CASE STUDY

Brief Case Observation

The student may prepare **one anonymized case observation** under supervision.

Basic Details

Case Code: _____

Age Group: _____

Gender: _____

General Background: _____

Presenting Concern

Describe the **general concern** presented by the individual without revealing identifying information.

Background

Write only relevant, non-identifying background information.

Observed Behaviour

Describe what was observed during the interaction.

Counselling Process

Briefly describe:

- Rapport building
- Listening
- Communication

- Exploration of concerns
- Support provided
- Follow-up, if applicable

Student's Learning

What did the student learn from observing this case?

Important: *The student should not independently provide a psychiatric diagnosis. If a diagnosis was professionally established, it should only be reported if the supervisor permits its inclusion and it is necessary for the academic report.*

COUNSELLING SKILLS OBSERVED

Counselling Skills

The student should describe the following skills briefly:

1. Active Listening

Understanding the client's concerns by listening attentively.

2. Empathy

Understanding and responding appropriately to the client's feelings.

3. Rapport Building

Creating a comfortable and trusting counselling environment.

4. Open-Ended Questions

Encouraging the client to express thoughts and feelings.

5. Reflection

Reflecting the client's thoughts or feelings to facilitate understanding.

6. Summarization

Summarizing important points discussed during the session.

7. Non-Verbal Communication

Observing posture, facial expressions, tone and other communication cues.

8. Confidentiality

Maintaining privacy and protecting client information.

FINDINGS

Major Observations / Findings

The student can write **8–10 simple findings**.

Example:

1. A supportive environment is important for effective counselling.
2. Active listening plays an important role in understanding client concerns.
3. Empathy helps establish a positive counselling relationship.
4. Open-ended questions encourage individuals to express themselves.
5. Non-verbal communication provides additional information about the interaction.
6. Counselling requires patience and professional communication.
7. Confidentiality is an important ethical responsibility.
8. Different individuals may require different forms of psychological support.
9. Follow-up can help in understanding changes over time.
10. Professional supervision is important for counselling trainees.

LEARNING EXPERIENCE

The student should write approximately $\frac{1}{2}$ –1 page covering:

- What did I learn from the internship?
- What counselling skills did I observe?
- What did I learn about communication?
- What did I learn about professional ethics?
- What difference did I observe between theoretical concepts and practical counselling?
- How did the internship improve my understanding of Counselling Psychology?

Conclusion

The internship provided practical exposure to the principles and practices of Counselling Psychology. Through observation and supervised learning, the student gained an understanding of active listening, empathy, communication, rapport building, confidentiality and professional conduct. The internship also helped the student relate theoretical concepts studied in the Post Graduate Diploma in Counselling Psychology with practical counselling situations.