

1.	Nama kursus : Kemahiran Menemuduga dan Pemerhatian				
2.	Kod Kursus : PT21103				
3.	Nama Pensyarah : Wan Anor Bin Wan Sulaiman				
4.	Rasional kursus/modu dalam program : Kursus ini penting bagi pelajar untuk memahami dan mempelajari tentang kemahiran menemuduga dan pemerhatian untuk diaplikasikan dalam proses menolong klien bagi mencapai matlamat mereka. Kemahiran-kemahiran ini dapat membantu pelajar melihat persoalan yang dihadapi oleh klien dan menggunakan teknik dan kemahiran bagi menyelesaikan permasalahan. Kursus ini juga dapat meningkatkan tahap kemahiran pelajar dalam profesion menolong.				
5.	Semester dan tahun ditawarkan : Semester 2, Tahun 1				
6.	Jumlah Masa Pembelajaran Pelajar (SLT)	Berseemuka			Pengajaran bersama pensyarah dan Pembelajaran sendiri
	K = Kuliah T = Tutorial P = Praktikal L= Lain-lain	K	T	P	L
		Rujuk pada lampiran SLT			
7.	Nilai Kredit : 3				
8.	Pra-syarat : Tiada				
9.	<p>Hasil Pembelajaran:</p> <p>Pada akhir pembelajaran pelajar dapat:</p> <ol style="list-style-type: none"> Pendedahan pengetahuan asas kaedah dan cara melakukan temuduga. (P1, C2, A3] Menguasai kemahiran-kemahiran temudua dengan efektif (P1, C2, A5) Mengetahui prinsip-prinsip pemerhatian, tahap-tahap pemerhatian dan kaedah-kaedah yang digunakan. (P1, C2, A5) Aplikasikan kemahiran menemuduga dan pemerhatian dalam kerjaya hidup.(P4, , C3, A3) Mempraktiskan dalam kelas melalui latihan makmal dan praktikal di seting-seting tertentu. (P4, CS2, A5) 				

10.	<p>Perpindahan kemahiran (Transferable Skills):</p> <p>Kemahiran-kemahiran melayan, komunikasi dan kemahiran interpersonal dalam menjalani kehidupan dalam organisasi secara praktikal dan efektif</p>																								
11.	<p>Pembelajaran-pengajaran dan strategi penilaian (<i>Teaching-learning and assessment strategy</i>)</p> <table border="1" data-bbox="215 506 1518 646"> <thead> <tr> <th data-bbox="215 506 865 552">Strategi Pembelajaran - Pengajaran</th> <th data-bbox="865 506 1518 552">Strategi Penilaian</th> </tr> </thead> <tbody> <tr> <td data-bbox="215 552 865 598"><i>Kuliah, tutorial, perbincangan</i></td> <td data-bbox="865 552 1518 598"><i>Peperiksaan pertengahan dan akhir semester</i></td> </tr> <tr> <td data-bbox="215 598 865 646"><i>Project-based learning</i></td> <td data-bbox="865 598 1518 646"><i>Pembentangan dan penilaian tugas</i></td> </tr> </tbody> </table>	Strategi Pembelajaran - Pengajaran	Strategi Penilaian	<i>Kuliah, tutorial, perbincangan</i>	<i>Peperiksaan pertengahan dan akhir semester</i>	<i>Project-based learning</i>	<i>Pembentangan dan penilaian tugas</i>																		
Strategi Pembelajaran - Pengajaran	Strategi Penilaian																								
<i>Kuliah, tutorial, perbincangan</i>	<i>Peperiksaan pertengahan dan akhir semester</i>																								
<i>Project-based learning</i>	<i>Pembentangan dan penilaian tugas</i>																								
12.	<p>Sinopsis:</p> <p>Kursus ini akan memberi pengetahuan asas mengenai kaedah dan cara-cara melakukan temuduga. Topik-topik yang akan dibincangkan ialah prinsip temuduga, teknik temuduga, mendengar dengan aktif, prinsip pemerhatian, tahap-tahap pemerhatian serta alat-alat yang digunakan dalam pemerhatian. Pelajar akan didedahkan mengenai cara melakukan temuduga dan pemerhatian melalui praktikal dalam makmal serta membuat laporan hasil daripada temuduga dan pemerhatian.</p>																								
13.	<p>Kaedah Penyampaian:</p> <p>Kuliah dan Perbincangan secara berkumpulan</p>																								
14.	<p>Strategi Penilaian:</p> <p>Penilaian kursus adalah seperti berikut:</p> <table data-bbox="215 1224 1518 1623"> <thead> <tr> <th data-bbox="215 1224 1154 1262"><u>Komponen</u></th> <th data-bbox="1154 1224 1518 1262"><u>Pemberat</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="215 1262 1154 1304">Teori</td> <td data-bbox="1154 1262 1518 1304">60 %</td> </tr> <tr> <td data-bbox="215 1304 1154 1346">Peperiksaan Akhir (40 markah)</td> <td data-bbox="1154 1304 1518 1346"></td> </tr> <tr> <td data-bbox="215 1346 1154 1388">Peperiksaan Pertengahan Semester (20 markah)</td> <td data-bbox="1154 1346 1518 1388"></td> </tr> <tr> <td data-bbox="215 1388 1154 1430">Amali</td> <td data-bbox="1154 1388 1518 1430">40 %</td> </tr> <tr> <td data-bbox="215 1430 1154 1472"> 1. Tugas individu (25 markah)</td> <td data-bbox="1154 1430 1518 1472"></td> </tr> <tr> <td data-bbox="215 1472 1154 1514"> 2. Tugas Kelompok (15 markah)</td> <td data-bbox="1154 1472 1518 1514"></td> </tr> <tr> <td data-bbox="215 1514 1154 1556"></td> <td data-bbox="1154 1514 1518 1556"></td> </tr> <tr> <td data-bbox="215 1556 1154 1598"></td> <td data-bbox="1154 1556 1518 1598"></td> </tr> <tr> <td data-bbox="215 1598 1154 1640"></td> <td data-bbox="1154 1598 1518 1640"></td> </tr> <tr> <td data-bbox="215 1640 1154 1682"></td> <td data-bbox="1154 1640 1518 1682"></td> </tr> <tr> <td data-bbox="215 1682 1154 1707"></td> <td data-bbox="1154 1682 1518 1707"></td> </tr> </tbody> </table> <p>Kesemua penilaian perlu dilengkapkan oleh para pelajar.</p>	<u>Komponen</u>	<u>Pemberat</u>	Teori	60 %	Peperiksaan Akhir (40 markah)		Peperiksaan Pertengahan Semester (20 markah)		Amali	40 %	1. Tugas individu (25 markah)		2. Tugas Kelompok (15 markah)											
<u>Komponen</u>	<u>Pemberat</u>																								
Teori	60 %																								
Peperiksaan Akhir (40 markah)																									
Peperiksaan Pertengahan Semester (20 markah)																									
Amali	40 %																								
1. Tugas individu (25 markah)																									
2. Tugas Kelompok (15 markah)																									

3. **Pemetaan kursus / modul kepada objektif program**

	Menawarkan struktur kurikulum ijazah profesional yang memenuhi garispanduan semasa serta sesuai dengan keperluan pasaran semasa dan perubahan-perubahan di dalam industri dan praktis awam	Memastikan pelajar berpengetahuan, mahir dan memiliki daya saing yang tinggi dalam bidang-bidang yang berkaitan serta bersedia untuk berkhidmat kepada masyarakat dan negara	Perlu di idi berdasarkan objektif program	Perlu di idi berdasarkan objektif program	Perlu di idi berdasarkan objektif program	Perlu di idi berdasarkan objektif program
	PO1	PO2	PO3	PO4	PO5	PO6
a. Pelajar dapat pendedahan pengetahuan asas kaedah dan cara melakukan temuduga.		/				
b. Pelajar dapat menguasai kemahiran-kemahiran temuduga dengan efektif.			/			
c. Pelajar dapat mengetahui prinsip-prinsip pemerhatian, tahap-tahap pemerhatian dan kaedah-kaedah yang digunakan.			/			
d. Pelajar dapat aplikasikan kemahiran menemuduga dan pemerhatian dalam kerjaya hidup.						
e. Pelajar mempraktiskan dalam kelas melalui latihan makmal dan praktikal di seting-seting tertentu.						

4. **Pemetaan kursus/modul kepada Hasil Pembelajaran Program**

	Pengetahuan ilmu bidang	Kemahiran praktikal	Kemahiran penyelesaian masalah dan kemahiran saintifik	Kemahiran komunikasi	Kemahiran dan tanggungjawab sosial	Nilai, sikap dan profesionalisme	Kemahiran pengurusan maklumat dan pembelajaran sepanjang hayat	Kemahiran mengurus dan keusahawanan	Kemahiran Kepimpinan dan kerja berpasukan
	P1	P2	P3	P4	P5	P6	P7	P8	P9
a. Pelajar dapat pendedahan pengetahuan asas kaedah dan cara melakukan temuduga.	/								/
b. Pelajar dapat menguasai kemahiran-kemahiran temuduga dengan efektif.	/				/				
c. Pelajar dapat mengetahui prinsip-prinsip pemerhatian, tahap-tahap pemerhatian dan kaedah-kaedah yang digunakan.	/			/	/				/
d. Pelajar dapat mengaplikasikan kemahiran menemuduga dan pemerhatian dalam kerjaya hidup.			/		/				
e. Pelajar mempraktikkan dalam kelas melalui latihan makmal dan praktikal di seting-seting tertentu.	/			/					/

5. **Kandungan kursus/modul dan Masa Pembelajaran Pelajar (SLT) berdasarkan topik**
(Sila rujuk Lampiran A)

Minggu 1

Pengenalan kepada kursus

- Kepentingan kursus
- Silibus
- Perancangan perjalanan kursus

Minggu 2

Tingkah laku Melayan asas komunikasi

- Penggunaan kontak mata
- Verbal tracking, bahasa badan dan vocal kualiti

Minggu 3

Kemahiran Pemerhatian

- Memberi perhatian kepada nonverbal komunikasi

Minggu 4

Kemahiran Pemerhatian

- Ekspresi muka, kontak mata, gesture, body position dan general movement

Minggu 5

Soalan, Parafrasa dan Galakan

- Membina soalan terbuka dan tertutup
- Membina kemahiran galakan
- Bagaimana membuat parafrasa

Minggu 6

Refleksi Perasaan

Minggu 7

Kemahiran Fokus

Minggu 8

Influencing skills

- Directive
- Logical Consequences
- Interpretation
- Self Disclosure

Minggu 9

Influencing skills

- Advice/ Information, Explanation,/ Instruction, feedback, Influencing summary

Minggu 10

Reflection of meaning

Minggu 11

Konfrantasi

- identifikasi messages, conflict, & incongruity

Minggu 12

Konfrantasi

- menyimpulkan penggunaan kemahiran bina soalan, pemerhatian kelayan, refleksi mendengar & feedback

Minggu 13

Multi culture

- kesan silang budaya

Minggu 14

Multi Culture

- aplikasi kemahiran temuduga & pemerhatian dlm pelbagai budaya.

6.	Buku teks dan Rujukan <ul style="list-style-type: none">• Corey, G. (2005). <i>Theory and practice of counseling and psychotherapy</i> (7th ed). Pacific Grove: Brooks/Cole• Corsini, R. (1997). <i>Current Psychotherapies</i>. Illinois: Peacock Publishers.• Gladding, S.T. (2000). <i>Counseling; A comprehensive Profession</i>. (4th ed). New Jersey: Prentice Hall.• Sharf, R.S. (2000). <i>Theory of Psychotherapy & Counseling; Concepts and cases</i> (2th ed). Belmont: Brooks/Cole
7.	Maklumat lain Tidak berkenaan

15.	Name of Course	: Research Methods In Psychology			
16.	Course Code	: PT10203			
17.	Name(s) of academic staff	: Dr Mohd Dahlan Hj. A. Malek Beddu salam baco			
18.	Rationale for the inclusion of the course/module in the programme	<ol style="list-style-type: none"> 1. The course provides knowledge and skills to the students on research methods in Psychology. 2. Understand the importance issues in conducting research such as research problem, sampling, research designs, and research ethic. 3. Students will be able to write a good research proposal 			
19.	Semester and Year offered	: Semester 2, Year 1 (School's Core Course)			
20.	Total Student Learning Time (SLT)	Face to Face		Total Guided and Independent Learning	
	L = Lecture T = Tutorial P = Practice O= Others	L	T	P	O
21.	Credit Value	: 3			
22.	Prerequisite (if any)	:			
23.	Learning outcomes:	<p>f. Students will be able to demonstrate knowledge of the scientific methodology employed in the field of Psychology. [A1, C2]</p> <p>g. Students will be able to analyze and demonstrate knowledge about the research methods in Psychology such as types of research, characteristics of researcher, the research process, statement of the problem, creating the research objective, literature review/ basic theory, research methodology, and using the appropriate references. [C2, A3]</p> <p>h. Students will be able to analyze and explain the importance issues in conducting research such as research problem, sampling, research designs, and research ethic while conducting research and write a good research proposal. [P3,C3,A3]</p> <p>i. Through assignments, students should be able to write reports, examine and analyze case problems and work effectively in a team and present the team decision/solution. [P3, P5, C6, CT3, TS3]</p>			
24.	Transferable Skills:	Interpersonal skills, communication skills and negotiation skills.			

25.	<p>Teaching-learning and assessment strategy</p> <table border="1" data-bbox="196 310 1442 543"> <thead> <tr> <th data-bbox="196 310 800 432">Teaching-learning and assessment strategy</th> <th data-bbox="800 310 1442 432">Assessment strategy</th> </tr> </thead> <tbody> <tr> <td data-bbox="196 432 800 478"><i>lecture, tutorial, discussion</i></td> <td data-bbox="800 432 1442 478">→ <i>Midterm Exam and final exam</i></td> </tr> <tr> <td data-bbox="196 478 800 543"><i>Project-based learning</i></td> <td data-bbox="800 478 1442 543">→ <i>presentation and assignment</i></td> </tr> </tbody> </table>	Teaching-learning and assessment strategy	Assessment strategy	<i>lecture, tutorial, discussion</i>	→ <i>Midterm Exam and final exam</i>	<i>Project-based learning</i>	→ <i>presentation and assignment</i>						
Teaching-learning and assessment strategy	Assessment strategy												
<i>lecture, tutorial, discussion</i>	→ <i>Midterm Exam and final exam</i>												
<i>Project-based learning</i>	→ <i>presentation and assignment</i>												
26.	<p>Synopsis:</p> <p>This course introduces the philosophy and basic concept of research method in behavioral sciences. Students will be introduced to the quantitative and qualitative research method. The main focus of this course more on the introductory topics, such as definition and the main purpose of science, scientific method, the definition of research, types of research, characteristics of researcher, the research process, statement of the problem, creating the research objective, literature review/ basic theory, research methodology, and using the appropriate references and citation. The course also provides the basic skills to create a research proposal.</p>												
27.	<p>Mode of Delivery:</p> <p>The class will be taught using a variety a methods including lecture, discussion, and exercises.</p>												
28.	<p>Assessment Methods and Types:</p> <p>The assessment for this course will be based on the following:</p> <table data-bbox="207 1161 1117 1371"> <thead> <tr> <th data-bbox="207 1161 383 1192"><u>Component</u></th> <th data-bbox="1008 1161 1117 1192"><u>Weight</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="207 1192 545 1224">Individual Assignment</td> <td data-bbox="1008 1192 1097 1224">15%</td> </tr> <tr> <td data-bbox="207 1224 841 1262">Group Assignment (inclusive presentation)</td> <td data-bbox="1008 1224 1097 1262">25%</td> </tr> <tr> <td data-bbox="207 1262 488 1293">Mid Semester Test</td> <td data-bbox="1008 1262 1097 1293">20%</td> </tr> <tr> <td data-bbox="207 1293 375 1331">Final Exam</td> <td data-bbox="1008 1293 1097 1331">40%</td> </tr> <tr> <td data-bbox="808 1331 886 1371">Total</td> <td data-bbox="1008 1331 1109 1371">100%</td> </tr> </tbody> </table> <p>All components of the above assessment are compulsory and must be completed before the stipulated deadline.</p>	<u>Component</u>	<u>Weight</u>	Individual Assignment	15%	Group Assignment (inclusive presentation)	25%	Mid Semester Test	20%	Final Exam	40%	Total	100%
<u>Component</u>	<u>Weight</u>												
Individual Assignment	15%												
Group Assignment (inclusive presentation)	25%												
Mid Semester Test	20%												
Final Exam	40%												
Total	100%												

29. **Mapping of the course/module to the Programme Aims**

	Menawarkan struktur kurikulum ijazah profesional yang memenuhi garispanduan semasa serta sesuai dengan keperluan pasaran semasa dan perubahan-perubahan di dalam industri dan praktis awam	Memastikan pelajar berpengetahuan, mahir dan memiliki daya saing yang tinggi dalam bidang-bidang yang berkaitan serta bersedia untuk berkhidmat kepada masyarakat dan negara	Memastikan pelajar memiliki ilmu yang seimbang, berketrampilan dan mempunyai nilai etika dan integriti	Memastikan pelajar memiliki kemahiran interpersonal, berorganisasi dan berkerja dalam pasukan	Menjalankan aktiviti penyelidikan dan perundingan yang berkualiti, bernilai komersil, menepati keperluan sosial serta relevan kepada kehendak sekolah, universiti, masyarakat dan Negara
	PO1	PO2	PO3	PO4	PO5
a. Students will be able to demonstrate knowledge of the scientific methodology employed in the field of Psychology. [A1, C2]	/				
b. Students will be able to analyze and demonstrate knowledge about the research methods in Psychology. [P1, C2, A3]		/			
c. Students will be able to analyze and explain the importance issues in conducting research and write a good research proposal. [P3,C3,A3]		/			
d. Able to write reports, examine and work effectively in a team. [P3, P5, C6, CT3, TS3]			/		

31. **Content outline of the course/module and the SLT per topic** (Please Refer to Appendix A)

1. Introduction

- The science of Psychology
- Social and cultural context
- Thinking like a researcher
- Goals of the scientific methods

2. Research Dimension

- Type of research
- Research design
- Reliability
- Validity

3. Research Problem, Hypothesis, Theory and Theoretical Framework

- Research planning model
- Key elements of research design
- Research problem
- Hypothesis
- Theory
- Theoretical Framework

4. Selecting Research Design

- Descriptive approach
- Experimental approach
- Quasi-Experimental approach

5. Ethical Issues in the Conduct of Psychological Research

- What are you studying
- Responsibilities to Research Participant
- Ethical Guideline-APA
- Plagiarism

6. Sampling

- Random Sampling
- Systematic Sampling
- Quota Sampling
- Cluster Sampling
- Opportunity Sampling
- Volunteer Sampling
- Comparing Opportunity and Volunteer Sampling
- Snowball Sampling
- Sampling in Practice

7. Research Proposal

- How to write a research proposal
- How to write a research report

8. Survey

- Research planning model
- Survey methods
- Survey research designs
- Questionnaires

9. Observation

- Research planning model
- Design of observational instruments

10. Experimental Design

- Overview
- Why psychologists conduct experiments
- Independent groups designs
- Repeated measures designs
- Complex designs
- Quasi-Experimental Designs and Program Evaluation

11. Literature Review

12. Qualitative Approaches vs Quantitative Approaches

- Comparison between qualitative and quantitative approaches

13. Data Analysis and Interpretation (Qualitative and Quantitative)

- Data analysis
- Qualitative
- Quantitative

14. Communication In Psychology

- The Internet and Research
- Guidelines for Effective Writing
- Structure of a Research Report
- Oral Presentation

32.	<p>Textbooks and references:</p> <p>American Psychological Association. (2009). <i>Ethical principals in the conduct of research with human participants</i>. Washington: Author.</p> <p>American Psychological Association. (2001). <i>Publication Manual of the American Psychological Association</i> (5th ed). Washington: Author.</p> <p>Elmes, D.G., Kantowitz, B.H., & Roediger III, H.L. (2003). <i>Research methods in psychology</i> (7th ed.). California: Wadsworth/Thomson Learning.</p> <p>Goodwin, C.J. (2003). <i>Research in psychology: Methods and design</i> (3rd ed.). New Jersey: John. Wiley & Son, Inc.</p> <p>Kerlinger, F.N., & Lee, H.B. (2000). <i>Foundation of behavioral research</i> (5th ed.). California: Wadsworth/Thomson Learning.</p> <p>Shaugnessy, J.J., Zechmeister, E.U., & Zechmeister, J.S. (2009). <i>Research methods in psychology</i> (8th ed.). New York: McGraw-Hill.</p>
33.	<p>Other additional information</p>