

California State University
Northridge

MICHAEL D. EISNER COLLEGE OF EDUCATION
Department of Educational Psychology and Counseling

PROFESSIONAL COMPETENCIES
Information Competence

The following skills are to be acquired before graduation:

GOAL: Have ability to use electronic resources in the field.

Students will be able:

- To use software productivity to develop web pages, group presentations, letters, and reports.
- Operate audiovisual equipment, such as video recorders, scanners, video cameras, projection equipment, video conferencing equipment, and playback units.
- Develop a presentation, using Powerpoint and other electronic equipment.
- Use the internet and proprietary software to facilitate client/student=s occupational exploration and job search process, educational and training opportunities, scholarships and loans, and social and personal information.

GOAL: Have ability to use school/clinic data base management systems in support services, teaching and learning.

Students will be able:

- To identify when accessing on-site data is appropriate.
- Identify and access information pertinent to effective functioning, such as organizations charts, policies, standards, budgets
- Master the skills to access student/client records in a on-site data base system.
- Be familiar with various data management systems (e.g., microfiche, informal system, paper files, software).

GOAL: Have ability to conduct research in the field.

Students will know how:

- To design a research study to respond to a problem,
- Collect data accessing pertinent information data bases, including electronic, library sources, microfiche, paper files, and informal system.
- Use appropriate approaches to analyze data that may include computerized statistical and qualitative data packages.
- Communicate findings logically and professionally using APA style.

GOAL: Have ability to access professional information

Students will know how:

- To subscribe, participate in, and unsubscribe to educational psychology and counseling related 'listservs'.
- Use the internet for accessing professional information, such as ethical standards, professional associations, credentialing and licensing laws and regulations, laws affecting professional standards.
- Use the internet for finding and using continuing education opportunities

GOAL: Have ability to help clients and students search for information via internet.

Students will help students/clients be able to:

- Evaluate the quality of internet information.
- Access and use career related websites, including Highwires.com to support educational and career development.
- Access education and training opportunities, financial assistance/scholarships
- Access social and personal information.

GOAL: Have ability to critically evaluate new trends and their impact on the profession.

Students know how to:

- Evaluate strengths and weaknesses of counseling services provided via the internet.
- Evaluate websites providing information to students/clients.

Resources

Association for Counselor Education and Supervision (ACES) Technology Interest Network (1999). Technical competencies for counselor education students: Recommended guidelines for program development.
<http://filebox.vt.edu/users/thohen/competencies.htm>

School Counseling Faculty (2000). Transforming leadership in counseling for student success project: Competencies in school counseling. California State University, Northridge: Northridge, CA.