



COUN 8230 | APPRAISAL TECHNIQUES | FALL 2023

PREREQUISITES

N/A

COURSE DESCRIPTION AND CONTENT AREAS

Appraisal Techniques in Counseling discusses the history of individual appraisal, the major technical considerations governing assessments, and a survey of measurement devices in the cognitive and affective domains. The course will include uses and implications of standardized and non-standardized assessment devices. Additionally, this course will cover the responsible use and interpretation of ability, aptitude, interest, personality, and career development assessment tools. Whenever it is applicable, a strengths-based, positive psychology approach will be integrated and utilized throughout this course.

COURSE WEBSITE

You will participate in this course using the [UNO Canvas learning management platform system](#). Once you are in the platform you can learn how to use Canvas effectively, by clicking the “Help” link on the top right of the course page on Canvas.

KNOWLEDGE, SKILLS AND LEARNING OUTCOMES AND CACREP STANDARDS CHART

CACREP Standards Chart

Clinical Mental Health Standard(s)	Assignment/Learning Activity
1.e. Psychological tests and assessments specific to clinical mental health counseling	Reading the textbook, Lectures, Chapter 8 Week 12, group presentations, week 7, 8, and 10.
Professional Identity Curriculum Standard(s)	Assignment/Learning Activity
F.7.a Historical perspectives concerning the nature and meaning of assessment and testing in counseling	Reading and Lecture Chapter, 1-2-3; week 1 and 2
F.2.b Methods of effectively preparing for and conducting initial assessment meetings	Reading, lectures, Chapter 7, week 5; integrated report assignment- due Week 13
F.7.e Use of assessments for diagnostic and intervention planning purposes	Reading, Lectures, Chapter 8 and 15, week 11 and 12



F.7.f Basic concepts of standardized and non-standardized testing, norm-referenced and criterion-referenced assessments, and group and individual assessments	Reading, lecture and in class activities Chapter 5 and 6, Week 3 Final Exam – Week 15
F.7.h Reliability and validity in the use of assessments	Reading, lecture, and in class activities Chapter 5 and 6, Final Exam- Week 15
F.7.i Use of assessment results to diagnose development, behavioral, and mental disorders	Reading, Lectures, Chapter 8 ; Week 11
F.7.j Use of assessments relevant to academic/educational, career, personal, and social development	Reading, Lectures, Chapter 10, 11, 12 Week 8 and 9 Integrated report assignment Due Week 13
F.7.k Use of symptom checklists, and personality and psychological testing	Reading, Lectures, Chapter 13 Week 13
F.7.m Ethical and culturally relevant strategies for selection, administering, and interpreting assessment and test results	Reading, Lectures, Chapter 4, Week 4; Final Exam Week 15
F.8.d Development of outcome measures for counseling programs	Reading, Lectures, Chapter 15 Week 11

Key Performance Indicator

Key Performance Indicator	Course Assignment	2016 CACREP Standard
<p><u>KSPI 7</u></p> <p>Students will demonstrate knowledge and apply assessments with diverse clients.</p>	<p>COUN 8230 Appraisal</p> <p><i>Integrated Report Paper (formative and summative):</i> Students will write reflection papers describing their knowledge for selecting, administering, and interpreting assessments and test results.</p>	<p>2.F.7.m. ethical and culturally relevant strategies for selecting, administering, and interpreting assessments and test results</p> <p>2.F.7.i use of assessments relevant to academic/educational, career, personal, and social development</p> <p>5.C.2. d diagnostic process, including differential diagnosis and the use of the current diagnostic classification systems, including the DSM and ICD.</p>

COURSE OBJECTIVES AND RELEVANT ACCREDITATION STANDARDS

- 1.e. Psychological tests and assessments specific to clinical mental health counseling



- F.7.a Historical perspectives concerning the nature and meaning of assessment and testing in counseling
- F.2.b Methods of effectively preparing for and conducting initial assessment meetings
- F.7.e Use of assessments for diagnostic and intervention planning purposes
- F.7.f Basic concepts of standardized and non-standardized testing, norm-referenced and criterion-referenced assessments, and group and individual assessments
- F.7.h Reliability and validity in the use of assessments
- F.7.i Use of assessment results to diagnose development, behavioral, and mental disorders
- F.7.j Use of assessments relevant to academic/educational, career, personal, and social development
- F.7.k Use of symptom checklists, and personality and psychological testing
- F.7.l Use of assessment results to diagnose developmental, behavioral, and mental disorders
- F.7.m Ethical and culturally relevant strategies for selectin, administering, and interpreting assessment and test results
- F.8.d Development of outcome measures for counseling programs

CACREP STATEMENT

This course is designed to develop competence identified by and in compliance with the CACREP for Masters level standards relevant to this course. Additional standards addressed in COUN 8200 are included in the Standards Chart at the end of this course outline.

COURSE REQUIREMENTS AND METHODS OF INSTRUCTION

Required Text

Hays, D.G. (2017). *Assessment in Counseling: A Guide to the Use of Psychological Assessment Procedures* (6th ed.). Alexandria, VA: American Counseling Association.

Rath, T. (2007). *Strengths finder 2.0*. New York: Gallup Press.

Recommended Text

American Psychiatric Association. (2022). *Diagnostic and statistical manual of mental disorders (5-TR)*. Washington, DC: American Psychiatric Association.

METHODS OF INSTRUCTION. (EXAMPLE BELOW FROM A HYBRID COURSE)

Blended; On-line learning with monthly remote in class meetings (see course calendar for dates of in class meetings)

On-line group instruction/discussion boards-30%

Individual Readings-25%

Individual completion of assignments-25%

In-class lecture/demonstration of skills: 20%

TECHNICAL REQUIREMENTS



You will need the following in order to participate in this course:

- Computer;
- Reliable internet connection;
- Computer microphone;
- Some way to make and post a simple video (e.g., using a webcam, or a smart phone);
- Open Canvas in a Mozilla Firefox browser

TECHNICAL SUPPORT

You may also receive support from

- Information Technology Services Technical Support (human support)
unohelpdesk@nebraska.edu
402-554-4347 (HELP)
Eppley Administration Building, Room 104
Monday – Friday 8:00 to 5:00 pm

DESCRIPTIONS OF COURSE ACTIVITIES AND ASSIGNMENTS

INTEGRATED REPORT

In pairs, you will administer, score, and interpret several instruments in order to develop a battery report, including background information about your client (your class partner), the results of the tests administered, hypotheses about these results, and recommendations. The required tests will be provided to you in class (*NOTE: most of these materials are copyrighted, and may not be duplicated*).

GROUP PROJECT/PRESENTATION

You and two of your peers will collaborate to do a group presentation for the rest of the class during the semester. See instructional document and rubric on Canvas. Each student is required to individually upload their presentation documents to CANVAS no later than 11pm on the Sunday prior to their scheduled presentation.

FINAL EXAM

You will complete a cumulative in-class final exam (multiple choice) addressing terms and concepts related to assessment (in accordance with the CACREP standards covered in this course).

OVERVIEW OF THE ASSIGNMENT GRADES

The table below provides an overview of how much each assignment is worth and when it is due.



Assignment	Points
Integrated Report	35
Group Project	30
Final Exam	25
Participation and Attendance	10
Total	100

GRADING SCALE

90-100% = A; 80-89%=B; 70-79%=C; 60-69%=D; 00-59%=F

Note: If you are on track for a D, you are failing the course.

Grade	% Range	Points Range
A	90-100	90-100
B	80-89	80-89
C	70-79	70-79
D	60-69	60-69
F	<60%	Less than 60

UNIVERSITY POLICIES

ACCOMMODATIONS

The University of Nebraska at Omaha is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request. Reasonable accommodations are provided for students who are registered with [Accessibility Services Center](#) (ASC) and make their requests sufficiently in advance. For more information, contact ASC (Location: 104 H&K, Phone: 402.554.2872, Email: unoaccessibility@unomaha.edu.)

ACADEMIC INTEGRITY

Plagiarism and cheating of any kind on an examination, quiz, or assignment will result at least in an "F" for that assignment (and may, depending on the severity of the case, lead to an "F" for the entire course) and may be subject to appropriate referral to the [Office of Academic and Student Affairs](#) for further action. I will assume for this course that you will adhere to the University of Nebraska at Omaha policies and will maintain the highest standards of academic integrity. In other words, don't cheat by giving answers to others or taking them from anyone else. I will also adhere to the highest standards of academic integrity, so please do not ask me to change (or expect me to change) your grade illegitimately or to bend or break rules for one person that will not apply to everyone.



TITLE IX SEXUAL MISCONDUCT

As your instructor, one of my responsibilities is to help create a safe learning environment on our campus. Title IX and our own Sexual Misconduct policy prohibit sexual misconduct. If you have experienced sexual misconduct, or know someone who has, the University can help. I encourage you to visit [Title IX website](#) to learn more. If you are seeking help and would like to speak to someone confidentially, you can contact the [Counseling and Psychological Services \(CAPS\)](#) or [Gender and Sexuality Resource Center](#).

It is also important that you know that federal regulations and University policy require me to promptly convey any information about potential sexual misconduct known to me to UNO's Title IX Coordinator. In that event, they will work with a small number of others on campus to ensure that appropriate measures are taken and resources are made available to the student who may have been harmed. Protecting a student's privacy is of utmost concern, and all involved will only share information with those that need to know to ensure the University can respond and assist.

CODE OF STUDENT RIGHTS, RESPONSIBILITIES, AND CONDUCT

Students at the University of Nebraska Omaha are expected to maintain standards of personal integrity in accordance with institutional goals for the success of all students. This means students are expected to assume responsibility for their actions; observe national, state, and local laws; follow university policies; and respect the rights and property of all people. For more information see [Student Conduct and Community Standards](#).

GRADING POLICIES

GRADE APPEAL

Individuals who believe that their grade in a particular course does not properly reflect their performance or that the instructor acted in an arbitrary or capricious manner in determining the grade should first contact the instructor to determine the rationale for the grade or if there was an error in reporting. Consultation with the instructor should take place before taking any formal action in regard to a grade appeal.

You will find the Department of Counseling grade appeal policy in the Student Handbook:

<https://www.unomaha.edu/college-of-education-health-and-human-sciences/counseling/student-resources/student-handbook-fall-2022.pdf>

DROPPING A COURSE



A class can be dropped from your schedule via MavLINK up until the last day to withdraw. The last day to withdraw can be found on the [Academic Calendar](#). If you are currently enrolled, you can click on the "refund" link next to each class in your schedule. You can also contact the Office of the University Registrar to verify the last day to withdraw.

Drops can only be completed in the 100% refund period of your course. If you drop the course from your schedule during this period, it will not be listed on your academic transcript. Withdraws can be completed up until the last day to withdraw for the semester. If you withdraw from a course, a grade of "W" is given for that course and this will be listed on your academic transcript. "W" grades have no impact on your academic GPA.

COURSE EXPECTATIONS

CLASSROOM CIVILITY

It is important to build a classroom climate that is welcoming and safe for everyone. Please display respect for everyone in the class. You should avoid racist, sexist, homophobic, or other negative language that may exclude members of our campus and classroom community.

PARTICIPATION AND ABSENCE. 10 POINTS

Since this is a professional preparation program, consistent attendance and promptness are expected. The instructor reserves the right to reduce the final grade if there are excessive absences and/or tardiness. **(See above for attendance policy and effect on grade)**. The instructor recognizes there are valid reasons for being tardy or absent, such as weather-related conditions and serious illness, thus, learners are permitted to miss one class without any grade or point deduction. Professional courtesy requires that you notify the instructor, where possible, before class if you will be late or absent via an email message.

Learners will be prepared to actively participate in class discussions and activities, including group work. Participation assumes that the learner has read the material before class, has done related individual/group assignments, and has thoughtfully prepared to be involved in her/his own and other's learning. **The instructor reserves the right to reduce a learner's grade for consistent lack of informed participation.**

GRADUATE LEVEL WRITING

Graduate level writing is expected on all written assignments. Written assignments should be typed, free of grammatical and spelling errors, as well as follow guidelines given in class. Reference citations should always be included where needed according to APA writing style. Not meeting these criteria will be reflected in your grade for that writing assignment.



LATE WORK

Late work will receive a lower grade at the instructor's discretion. Assignments will be turned in at the beginning of class or emailed on the date listed in the syllabus.

RIGHT OF REVISION

The instructor reserves the right to revise or adjust the course syllabus to best accommodate the pace and needs of the students.

PROFESSIONALISM/PRESERVING CONFIDENTIALITY

This course is part of a professional degree program, students are counselors in training, and thus professionalism is expected at all times, whether a student is in class or recording a session with a client. Client confidentiality and the content of practice sessions both in and out of class are crucial elements of ethical conduct; honor your working relationship with your peers. A student's participation grade will be affected if unprofessional behavior is exhibited.

FAIR USE POLICY

Copying or recording synchronous classes and asynchronous course materials without the express prior approval of Professor Dr. Chasek is prohibited. All copies and recordings remain the property of UNO and Professor Dr. Chasek. UNO and Professor Dr. Adams reserves the right to retrieve, inspect, or destroy the copies and recordings after their intended use. These policies are not intended to affect the rights of students with disabilities under applicable law or UNO policies.

ESSENTIAL COURSE OBJECTIVES

The following course elements constitute as essential course objectives. Removing or modifying essential course objectives results in fundamental alteration to the course.

1. Ongoing in-class, in-person remote collaboration with a peer for the integrated report project, including active in-class participation and attendance;
2. ongoing in-class, in-person remote group collaboration for the group presentation project, including active in-class participation and attendance for group presentations;
3. ongoing in-class, in-person remote active participation and attendance for course lectures, instrument administration demonstrations, guest speakers, and the final exam. *If you anticipate difficulty meeting these essential course objectives, please communicate with your instructor about this immediately.
4. ongoing online collaboration and interaction with peers and instructor through online participation and attendance in peer discussions;



5. Consistent online remote access to Canvas, Zoom, and UNO email for synchronous and asynchronous course instruction, connection with faculty and students, and submission of course assignments.

If you anticipate difficulty meeting these essential course objectives, please communicate with your instructor about this immediately.