

THIRUVALLUVAR UNIVERSITY
MASTER OF SOCIAL WORK
DEGREE COURSE UNDER CBCS
(With effect from 2022-2023)
The Course of Study and the Scheme of Examination

Sl. No.	Study Components		ins. hrs / week	Credit	Title of the Paper	Maximum Marks		
	Course Title					CIA	Uni. Exam	Total
SEMESTER I								
1	Core		4	3	Social Work Profession and Practice	25	75	100
2	Core		4	3	Social Work practice with Individuals	25	75	100
3	Core		4	3	Social Work practice with Groups	25	75	100
4	Core Practical		15hrs. /week	5	Concurrent Field Work-I	40	60	100
Internal Elective for same major students (Choose any one)								
5	@ Core Elective	Paper-1	4	3	A. Sociology for Social Work practice B.Social Development : Theories and Perspectives C.Civil Society and Governance	25	75	100
External Elective for other major students (Inter/multi-disciplinary papers)								
6	@ Open Elective	Paper-1	4	3	A. Environmental Social Work B. Social Entrepreneurship C. Project Management	25	75	100
				20				
SEMESTER II						CIA	Uni. Exam	Total
7	Core		4	3	Social Work practice with Communities	25	75	100
8	Core		4	3	Social Work Research and Statistics	25	75	100
9	Core		4	3	Social Welfare Administration	25	75	100
10	Core practical		15hrs. /week	6	Concurrent Field Work-II	40	60	100
Internal Elective for same major students (Choose any one)								
11	@ Core Elective	Paper-2	4	3	A. Psychology for Social Work practice B.Human Growth and Personality Development C. Perspectives in Psychology	25	75	100
External Elective for other major students (Inter/multi-disciplinary papers)								
12	@ Open Elective	Paper-2	4	3	A.Theory and practice in counselling B. Peace building and conflict mitigation Personaland Professional	25	75	100

					Development			
13	@ *Field Study			2		100	-	100
14	@ Compulsory Paper		2	2	Human Rights & Duties	25	75	100
					Summer Placement (optional)			
			30	25				
S. No.	Study Components		ins. hrs / week	Credit	Title of the Paper	Maximum Marks		
	Course Title					CIA	Uni. Exam	Total
SEMESTER III								
15	Core		4	4	Human Resource Management(HRM)/Rural Community Development (CD)/Psychiatric Social Work Practice (MPSW)	25	75	100
16	Core		4	4	Labour Legislations and Labour Welfare (HRM)/Urban Community Development(CD)/Medical Social Work(MPSW)	25	75	100
17	Core		4	3	Computer Applications in Social Work	25	75	100
18	Core Practical		15hrs. /week	6	Concurrent Field Work-III	40	60	100
Internal Elective for same major students (Choose any one)								
19	@ Core Elective	Paper-3	4	3	A. Social Policy & Social Legislations B.Social Justice & Human Rights C.Social Policy &Planning	25	75	100
External Elective for other major students (Inter/multi-disciplinary papers)								
20	@ Open Elective	Paper-3	4	3	A.Understanding Marginalities B. Gender development C. Child Rights and Action	25	75	100
21	@ **MOOC Courses		-	2				
			30	25				
SEMESTER IV						CIA	Uni. Exam	Total
22	Core		4	3	Organization Behavior(HRM)/Development Strategies(CD)/Clinical Social Work Practice (MPSW)	25	75	100
23	Core		4	3	Industrial Relations(HRM)/Livelihood and Social Audit (CD)/Therapeutic Interventions in Social Work(MPSW)	25	75	100
24	Core Practical			5	Concurrent Field Work-IV	40	60	100
25	@ Core	Project Compulsory		5	Project with viva voce	100 (75 Project +25		100

						viva)		
Internal Elective for same major students (Choose any one)								
26	@ Core Elective	Paper-4	4	3	A. Disaster Management B. Corporate Social Responsibility C. Hospital Administration	25	75	100
External Elective for other major students (Inter/multi-disciplinary papers)								
27	@ Open Elective	Paper-4	4	3	A.Contemporary social work perspectives and concerns b.Dynamics of Human Behaviour c.Industrial Psychology	25	75	100
28					Block Placement (optional)			
				22				
				92				

UNIT- II:	Social Work Practice	12hours
<p>Introduction to the Methods of Social Work. Level of Intervention in Social Work: Micro, Mezzo and Macro level. Skills and techniques in Social Work practice Fields of Social Work: Family and child welfare, Correctional social work, Industrial social work, Medical and Psychiatric social work, youth welfare, Community development (Rural, Urban & Tribal). Emerging areas of Social Work: Environmental Protection, Disaster management, HIV/AIDS Gerontological Social Work and Human Rights. Social Work as a profession: Ideologies, Ethics, need and purpose of ethical behavior in social work. Code of ethics for Indian social worker towards clients, colleagues, agency and professionals. Problems in ethical decision making. Trends of Social Work profession in India</p>		
UNIT- III:	Theories and models of Social Work	12hours
<p>Theories and Perspectives: Meaning and Definition of Theory, Perspective, Paradigm, Practice Model and Approaches. Need and Importance of theory in Social Work. Major theories in social work :Systems theory, Social learning theory, Social Behavioral Perspective theories, Psychosocial development theory, Humanistic Perspective theory, Psychodynamic theory, Transpersonal theory and Rational choice theory. Models and Approaches: Relief model, Welfare model, Clinical model, Integrated Social Work model, Developmental model, Welfare model, Empowerment and radical model.</p>		
UNIT-IV:	Social reform and Social movements in India	10 hours
<p>Indian social reformers and their contributions: Raja Ram Mohan Roy, Sarojini Naidu, EVR Periyar, Mahatma Gandhiji, Vinoba Bhave, Narayana Guru, Jyothiba Phoolle. Arya Samaj & Brahma Samaj. Contemporary Social reformers in India. Contributions of Voluntary work and NGO's to Social Work in India.</p>		
UNIT-V:	Social Welfare Programmes	8 hours
<p>Development of Social Work Education in India. Fieldwork and Profession –Importance of Fieldwork and Supervision. Problems faced by the Social Work profession in India. Professional Social Work Associations in India.Development planning - Social Welfare Programmes from first to twelfth five year plans in India. NITI Aayog (National Institution for Transforming India).Social work and sustainable development.</p>		

Internal assessment methods											
Class test, organizing skill, self-gained abilities, evidence based social work at home town											
Text books											
1. Banks S, 1995, <i>Ethics and Values in Social Work</i> , London, Macmillan Press Ltd.											
2. Gangrade, K. D, 1976, <i>Dimensions of Social Work</i> , New Delhi, Marwah Publications,											
3. Gore, M.S, 1965, <i>Social Work and Social Work Education</i> , Mumbai, Asia Publishing House.											
4. Mishra P.D. 1994, <i>Social Philosophy and Method</i> , New Delhi, Inter India Publications.											
5. Paul Choudhry, 2000, <i>Introduction to Social Work</i> , New Delhi, Atma Ram and Sons.											
6. Sanjay Bhattacharya, 2008, <i>Introduction to Social Work</i> , New Delhi, Deep & Deep Publications Pvt Ltd.											
7. Stroup. H H, 1960, <i>Introduction to Social Work</i> , New Delhi, Eurasia Publishing House.											
Reference Books											
1. Anand Siroghini, 2005, <i>Encyclopedia of Social Welfare</i> , New Delhi, Domina publisher.											
2. Arjunan.R. & Madhulaa. R, 2013, <i>UGC NET/SET Social Work</i> , Coimbatore, ABI Publishers, ISBN 978-81-9267-834-4.											
3. David Cox & Manohar Pawar, 2006, <i>International Social Work, Issues, Strategies and Programmes</i> , New Delhi, Sage Publications.											
4. Joshi.S.C, 2004, <i>The Handbook of Social Work</i> , New Delhi, Akansha Publishing House.											
5. Jainendra Kumar Jha, 2002, <i>Practice of Social Work</i> , New Delhi, Anmol Publication.											
6. Nair.T.K, 1961, <i>Social Work Education and Social Work Practice in India</i> , New Delhi, ASSWI Publications.											
7. Walter A & Friedlander, 1958, <i>Concepts and Methods of Social Work</i> , UK, Prentice Hall.											
8. Wadia, A.R. 1961, <i>History and Philosophy of Social Work in India</i> , Mumbai, Allied Publications Pvt. Ltd											
Online Contents											
1. https://youtu.be/JVNgVewS2kc											
2. https://youtu.be/LtaCmORiP9A											
3. https://youtu.be/Y8kX0ZyUOBs											
4. https://youtu.be/06hfW8I-p34											
5. https://youtu.be/IJRqCe2oY3s											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	PO10
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

UNIT- III:	Case Worker - Client Relationship	12hours
Characteristics of professional relationship: empathy, non-possessive warmth, genuineness and self-disclosure; Obstacles in client worker relationship: Transference, Counter transference and Resistance.		
UNIT-IV:	Techniques in Practice	10 hours
Techniques in Practice- Ventilation, emotional support, action oriented support, advocacy, environment modification, modeling, role-playing and confrontation. Tools - Observation, listening, communication, rapport building, questioning, giving feedback. Record keeping – Face sheet, Narrative, Process and Summary recording. Use of genogram and eco map- Case presentation as tool of professional development.		
UNIT-V:	Casework Practice	8 hours
Approaches and Models – Psycho-Social approach, Person Centred approach, Problem Solving approach and Crisis Intervention model and Eclectic approach. Working with Individuals in different settings: Educational, Family and Child Welfare, self-help groups, Medical and psychiatric, Correctional and Industrial settings. Problems and Limitations and role of Case Worker in various settings.		
Internal assessment methods		
Class test, practicing skill, documentation, reviewing cases and strategies		
Text books		
1. Arya Ravi, 2015. Social Work Method JBC Press		
2.Bhattacharya, Sanjay. 2009. Social Case Work Administration and Development. Rawat Publications. New Delhi.		
3.Bhattacharya. S.2010. Social Work: An Integrated Approach, Deep & Deep Publications		
4. Elizabeth A Segal, et.al. 2010. Professional Social Work. Cengage Learning India Pvt. Ltd. India.		
5.Helen Harris Pearlman, (1968), Social Casework A Problem Solving Process, The University Of Chicago.		
6.Jainendra Kumar Jha (2002), Social Welfare and Social Work, J.L. Kumar for Anmol Publications Pvt. Ltd. New Delhi.		
7. Kottles A. Jeffrey, David S., Shepard. 2009. Counseling Theories and Practice. Cengage Learning India Pvt. Ltd. New Delhi.		
8.Mamta Sehgal, Nirmala Sherjung (1997), Marital Disputes & Counselling Remedial Measures-Vol 3, APH Publishing Corporation-New Delhi.		
9.Mathew, Grace. 1992. An introduction to Social Case Work. Tata Institute of Social Sciences.		
10.Mujawar W.R., N.K. Sadar. 2010. Field Work Training in Social Work. Mangalam Publications. New Delhi.		
11.Perlman Helan Haris. 2011. Social Case Work – Problem Solving Process. Rawat Publications. India.		
12.Upadhyay R. K.2016 Social Case work Rawat Publications. New Delhi.		

Online Contents											
1. https://youtu.be/JVNgVewS2kc											
2. https://youtu.be/LtaCmORiP9A											
3. https://youtu.be/Y8kX0ZyUOBs											
4. https://youtu.be/06hfW8I-p34											
5. https://youtu.be/lJRqCe2oY3s											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Course Code	P05	Social Work practice with Groups	L	T	P	C
Paper type	core		4	-	-	3
Course Objectives:						
The main objectives of this course are to :						
1	Gain knowledge about the social group and social group work					
2	Understand the group process and group dynamics					
3	Recognize the importance of group work process					
4	Develop programme planning skills					
5	Acquire the skill in recording in group work and techniques of recording					
Expected course outcomes:						
On the successful completion of the course, students will be able to:						
CO1	Define, classify, summarize, explain fundamental ideas related to social group work					K1-K6
CO2	Practice group work process					K1-K6
CO3	The students will gain knowledge about the primary method of social work practice with individuals					K1-K6
CO4	incorporate social group work methods and influence groups on the ability to critically analyze problems					A1-A5
CO5	organize and conduct social group work with different settings					P1-P6
Matching Table						
	i.Remembering	ii. Understanding	iii. Applying	iv.Analysing	V.Evaluating	vi.Creating
Unit I	Yes	Yes	Yes	Yes	No	No
Unit II	Yes	Yes	Yes	Yes	No	No
Unit III	Yes	Yes	Yes	Yes	No	No
Unit IV	Yes	Yes	Yes		No	No
Unit V	Yes	Yes	Yes	Yes	No	No
UNIT- I:	Introduction					8 hours
Social Group and Group Work: Concept of group and its importance of groups in human life cycle; Group is an Instrument of Change; Definition of social group work; Characteristics of social group work; History and development of social group work.						
UNIT- II:	Group Process and Dynamics					12hours
Group process, group interaction, group bond, sub-groups, group conflict, confrontation, apathy and group control; Importance of relationship; Conflict resolution, isolation and rejection. Leadership and its development in group process. Communication in group- Verbal and non-verbal communication. Group dynamics: definition, functions and basic assumptions.						

UNIT- III:	Social Group Work and Group Work Process	12hours
<p>Values and principles of Group Work; Types of groups work models: Social goal, remedial and reciprocal models. Treatment groups: Support, Educational, Growth, Therapy and Socialization groups. Task Groups: Teams, Committees, Social Action and Coalition groups, developmental groups and Recreational Groups.</p> <p>Group work process: i. Intake and formation: selection of members, composing group, orienting the members, preparing the environment, goal setting, motivation. ii. Study and assessment- study of group interest and needs, problem assessment and identification. iii. Intervention/treatment/programmes: Intervening with group members, Problem solving, dealing with difficulties within the group and group members iv. Evaluation: steps in-group work evaluation and criteria for good group work. v. Terminationvi. Follow up.</p>		
UNIT-IV:	Programme planning and skills	10 hours
<p>Meaning and definition of programme, principles and process of programme planning, Importance of programme in group work practice.- Skills of a group worker - Social group work practice in different settings: hospitals, de-addiction, physical and visual and mentally challenged, family and child welfare settings and the aged homes, schools, correctional institutions and industries.</p>		
UNIT-V:	Recording in Group Work & Evaluation of Group Work	8 hours
<p>Importance of recording in group work, Principles of recording, Types of recording- , Techniques of recording –observation, sociogram, interaction diagrams- Bale’s categories of interaction process analysis- Importance of continuous evaluation in group work, Types of evaluation- Methods of evaluation.</p>		
Internal assessment methods		
Class test, practicing skill, documentation and organizing skills		
Text books		
1.Siddiqy, H Y (2008), Group Work: Theories and Practices, Rawat Publications.		
2.Charles Zastrow H, Msw , Ph.D, 2009, Social Work With Groups, Cengage Learning Publication, Australia		
3. Gerald Corey, Marianne Schneider Corey, Pafrick Callanan, Michael J. Michael Russell, 1992,Group Techniques, Brooks, And Cole Publication Company Pacific Hrave, California		
4. Harlkich Trecker B, 1955, Social Group Work Methods And Principles		
5.Ken Heap,1985,The Practice Of Social Work With Group George Allen And Union Publication Ltd, London		
6.Marrienne Schneider Corey And Gerald Corey, 1992,Groups Process And Practice, Brooks And Cole Publication Company, California		
7.Ronald W, Toscland,2005,An Introduction To Group Work Practice, Pearson Publication, London, New		

York											
8.Sahu R. K ,2010,Group Dynamics And Team Bilding, Excel Books, New Delhi											
Online Contents											
1. https://youtu.be/JVNgVewS2kc											
2. https://youtu.be/LtaCmORiP9A											
3. https://youtu.be/Y8kX0ZyUOBs											
4. https://youtu.be/06hfW8I-p34											
5. https://youtu.be/lJRqCe2oY3s											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

learning.

- Student should submit a report to the concerned faculty supervisor

II:	Local Community Camp	30 hours									
<p>In the First semester students should attend 5 days Local Community camp. Expected learning during local area camp should be with the following aspects:</p> <ul style="list-style-type: none">➤ Camp for 5 days is compulsory for the I MSW in their locality➤ Micro–planning activity and Virtual Participatory Rural/Urban Appraisal (PRA) activity shall be the part of Local Community camp.➤ Students should prepare a detailed camp report and submit it to their respective faculty supervisor.											
III:	Group Project	15hours									
<p>The students will be divided into small groups.</p> <ul style="list-style-type: none">➤ Each group has to select any social issue for their project and has to organize seminar/Campaign/awareness program through visual media and the like.➤ The group has to mobilize the resources and to execute the event/program with the guidance of the faculty supervisor.➤ After completion of the programs/ activities, the group has to submit a detailed report to the department.➤ The students will be evaluated on the basis of the record submitted in relation to observation visits and group projects by a viva-voce examination											
Internal assessment methods											
<p>Test, practicing skill, documentation and organizing skills</p> <p>Every week the students write a report of their activities and submit to the concerned field work supervisor on every Monday. The supervisor conducts individual and group conference regularly. The CIA marks out of 40 are awarded by the supervisor for the quality, regularity, initiatives, leadership, participation and team work.</p> <p>At the end of the semester Viva Voce is conducted by the external examiners and marks are awarded out of 60 for theoretical knowledge(15), practice skills (15), mobilizing resources(10), reporting(10), and communication and presentation(10).</p>											
Online Contents											
e-Resource/e-Content URL: http://vidyamitra.inflibnet.ac.in/index.php/search											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	S	S	S	S	S	S	S	S	S	S	S
CO2	S	M	S	S	S	S	S	S	S	S	S
CO3	S	S	S	S	S	S	S	S	S	S	S
CO4	S	S	S	S	S	S	S	S	M	S	S
CO5	S	S	S	M	S	S	S	S	M	S	S

Course Code	P05	Sociology for Social Work practice		L	T	P	C
Paper type	Core elective			3	-	-	3
Course Objectives:							
The main objectives of this course are to :							
1	Gain knowledge about the society and its dynamism						
2	Understand the socialization process and its agents						
3	Understand the process of social change						
4	Gain knowledge about various social movements in India						
5	Realize various social problems existing in the society						
Expected course outcomes:							
On the successful completion of the course, students will be able to:							
CO1	Gain knowledge about the society and its dynamism						K1-K6
CO2	Understand the socialization process and its agents						K1-K6
CO3	Understand the process of social change						K1-K6
CO4	Gain knowledge about various social movements in India						K1-K6
CO5	Organize and conduct various social awareness programmes existing in the society						P1-P6
Matching Table							
	i.Remembering	ii. Understanding	iii. Applying	iv.Analysing	V.Evaluating	vi.Creating	
Unit I	Yes	Yes	Yes	Yes	No	No	
Unit II	Yes	Yes	Yes	Yes	No	No	
Unit III	Yes	Yes	Yes	Yes	No	No	
Unit IV	Yes	Yes	Yes		No	No	
Unit V	Yes	Yes	Yes	Yes	No	No	
UNIT- I:	Introduction to Sociology						8 hours
Introduction to Sociology: Sociology: Definition, Nature and Importance. Fundamental concepts: Society, Community, Association, Institution, Organization, Social Structure and Social System. Relationship of sociology with social work. Social Processes (Co-operation, competition, conflict, accommodation, assimilation and acculturation)							
UNIT- II:	Socialization						10hours
Socialization: Process and agents. Social control: Concept, types and functions. Major Agents of Social control: Kinship, Religion, Law, Education, Traditions and Customs.							
UNIT- III:	Process of Social Change						10hours
Process of Social Change: Urbanization, Industrialization, Westernization, Sanskritisation, Secularization. Resistance to social change-cultural lag and Ethnocentrism.							
UNIT-IV:	Social Movements in India						10 hours

Social Movements in India: Concept and Characteristics, Process of social movements - Peasant, Tribal, Dalits, Backward Class, Women, Minority groups, Working Class and Student.											
UNIT-V:	Social Problems										12 hours
Social Problems: Social problems – meaning, causes and consequences. General social problems – terrorism, health, environmental degradation, population, unemployment, poverty, illiteracy, corruption and others. Problems faced by women, children, weaker sections, marginalized and elderly. Recent social issues. Legislative approach to social problems.											
Internal assessment methods											
Class test, practicing skill, documentation and organizing skills											
Text books											
Sachdeva D.R. And Vidhya Bhushan, 2006, Introduction To Sociology, Kitab Mahal, Allahabad											
Shanger Rao C. N, 2012, Sociology Principles Of Sociology With An Introduction To Social Thought, S Chand And Company, New Delhi											
D.C.Bhattacharya, Sociology, Kolkata, Vijoya Publishing House.											
An Introduction to Sociology by Vidya Bhusan & D.R.Sachdeva. Kitab Mahal Publications. Allahabad. 2005.											
Indian Social Problems by G.R.Madhan, Allied Pacific Pvt. Ltd, 1973.											
Sociology by Richard T.Schaefer & Robert. P.Lamm. Mc.Graw Hill Inc. New York.1995											
Sociology by Antony Gidden. Polity Press. Cambridge. 2001.											
Jainendra Kumar Jha, 2002, Basic Principles Of Developmental Sociology, Anmol Publications, New Delhi											
Online Contents											
1. https://www.mooc-list.com/course/introduction-sociology-edx											
2. https://www.mooc-list.com/course/sociology-open2study											
3. https://www.mooc-list.com/course/what-sociology-introduction-futurelearn											
4. https://www.mooc-list.com/course/introduction-sociology-edx											
5. https://www.mooc-list.com/course/sociology-open2study											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Course Code	P05	Social Development : Theories and Perspectives	L	T	P	C
Paper type	Core elective		4	-	-	3
Course Objectives:						
The main objectives of this course are to :						
1	Understand the concept of social development in relation to social inequality, vulnerability and marginalisation and its linkage with economic growth and development					
2	Develop a perspective towards the development challenges affecting the society					
3	Understand the role of social development in addressing the issues of inequality					
4	Understand the contemporary issues and areas of devleopment					
5	Develop skills and competencies necessary for development interventions					
Expected course outcomes:						
On the successful completion of the course, students will be able to:						
CO1	Understand the link concept, process and strategies of social development.					K1-K6
CO2	Identify the key development challenges confronting the society					K1-K6
CO3	Understand the role of social development in addressing inequality in society					K1-K6
CO4	Develop ability to link experiences around them with social development issues					K1-K6
CO5	Develop skills and competencies necessary for development interventions and inculcate values of social justice and equality.					P1-P6
Matching Table						
	i.Remembering	ii. Understanding	iii. Applying	iv.Analysing	V.Evaluating	vi.Creating
UnitI	Yes	Yes	Yes	Yes	No	No
Unit II	Yes	Yes	Yes	Yes	No	No
Unit III	Yes	Yes	Yes	Yes	No	No
Unit IV	Yes	Yes	Yes		No	No
Unit V	Yes	Yes	Yes	Yes	No	No
UNIT- I:	Social Development					8 hours
Social Development- Concept, Process and Strategies: Concept and context of social development. Concepts of first, second, third and fourth world. Social development, economic growth and economic development. Indicators of social development						
UNIT- II:	Theories of Development					10hours
Theories of Development: Classical Marxist theories of change.Theories of modernization. Dependency and world system theories. Development in Neo-Liberal era: Contemporary thrust and challenges						
UNIT- III:	Social and Economic Inequality					10hours

Social and Economic Inequality: Distorted development, rural urban bias, regional imbalances. Poverty: Concept, structural poverty, strategies of poverty alleviation and the role state and civil society. Development debate and the vulnerable social groups											
UNIT-IV:		Contemporary Development Thrust									10 hours
Contemporary Development Thrust and its Impact: Sustainable development and Sustainable Development Goals (SDG). Alternative development strategies: Gender and participatory approaches to development; alternatives to development and post development. Aid- meaning and impact and politics of aid. Social Cost Benefit Analysis- introduction and relevance to social Development											
UNIT-V:		Development Strategies									12 hours
Development Strategies : Development status of SCs, STs, Minorities and women. Poverty alleviation strategies. Resistance to globalization- world -wide and in India.State specific development challenges.Neo liberalism and its impact on women, labour, unemployment and agrarian sector.											
Internal assessment methods											
Class test, practicing skill, documentation and organizing skills											
Text books											
Black, J.K. 1991 Development in Theory and Practice: Bridging the Gap.Boulder: Westview Press.											
Booth, D. 1994 Rethinking Social Development: Theory, Research and Practice. Harlow: Orient Longman.											
Bhowmik, S.K.(edited)2014 The State of Labour: The Global Financial Crisis and its Impact. India: Routledge											
Chakravarty, S. 1987 Development Planning: An Indian Experience. Oxford: Clarendon Press.											
Dereze, J &Sen, A. 2001 Indian Development: Selected Regional Perspective. New Delhi: OxfordUniversity Press.											
Desai, A.R. 1980 Essays on Modernisation of Underdeveloped Societies. Mumbai: Popular Prakashan											
Harrison, D. 1988 The Sociology of Modernization and Development. London: Routledge.											
Online Contents											
1. https://www.mooc-list.com/course/introduction-sociology-edx											
2. https://www.mooc-list.com/course/sociology-open2study											
3. https://www.mooc-list.com/course/what-sociology-introduction-futurelearn											
4. https://www.mooc-list.com/course/introduction-sociology-edx											
5. https://www.mooc-list.com/course/sociology-open2study											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Course Code	P05	Civil Society and Governance	L	T	P	C
Paper type	Core elective		4	-	-	3
Course Objectives:						
The main objectives of this course are to :						
1	Understand the complex, normative, empirical and methodological issues of political life					
2	Enable students develop deeper insight into the concepts of State, structures, processes and institutions, and state's interactions with other institutions like economy and society					
3	Help students develop understanding of the normative and institutional logic of democratic structures and institutions and role of citizens in expanding the democratic domains					
4	Develop understanding of the Governance systems, processes and structures to enable themselves in strengthening governance systems and procedures					
5	Understand the meaning and relevance of political economy and its applications					
Expected course outcomes:						
On the successful completion of the course, students will be able to:						
CO1	Develop insight into basic political and Economic concepts and political environments and how do national and international, economic and political forces shape the lives and future of citizens, ,business and civil society					K1-K6
CO2	Gain understanding of the rich terrain of contemporary issues in the context					K1-K6
CO3	Understand the relationship between politics and the economy.					K1-K6
CO4	Get acquainted to the social dimension of key political challenges by exploring issues such as social inequalities, marginalization,and political principles of the statecraft					K1-K6
CO5	Become critical analysts and innovative designers by linking, theory and action in the domain of statecraft, grassroots governance and political participation					P1-P6
Matching Table						
	i.Remembering	ii. Understanding	iii. Applying	iv.Analysing	V.Evaluating	vi.Creating
Unit I	Yes	Yes	Yes	Yes	No	No
Unit II	Yes	Yes	Yes	Yes	No	No
Unit III	Yes	Yes	Yes	Yes	No	No
Unit IV	Yes	Yes	Yes		No	No
Unit V	Yes	Yes	Yes	Yes	No	No
UNIT- I:	Introduction					8 hours
State: Concept and Evolution, Structures and Institutions: State and Nation States, Nations and Nationalism -Historical Overview. State –concept, definitions, features, theoretical approaches. Constitutionalism and State, Constitutional Foundations of Indian State.State-Structure and Institutions, Judiciary, Legislature and Executive. State and development issues: Marginalized and Excluded categories, gender, caste, ethnicity and minority identities						
UNIT- II:	Basic Political Concepts and Theories					10hours

Basic Political Concepts and Theories: Main currents in Political Thought-Liberty, equality, Justice, Multiculturalism. Theory of Social Contract-Contribution of Hobbes, Locke, Rousseau. Power and Authority-Theories and approaches. Conservative/Functionalist, Marxist, Liberal and Neoliberal views of the state.		
UNIT- III:	Civil Society	10hours
Civil Society: Political Economy-Concept, Approaches and Relevance in Statecraft. Democracy-Normative and Institutional logic. Democratic States-Types, Processes and Structures , bureaucracy in a developing country. Citizenship-Theoretical overview, role in representative, participatory and deliberative democracy, Recognition and Redistribution.		
UNIT-IV:	Governance	10 hours
Governance: Meaning, Models and Determinants: Governance-Meaning, Types, Perspectives and Governance in the Globalizing World. Determinants of governance- participation, inclusion, right to information, People's Participation and Civil Society. Grassroots Democratic Governance: Panchayati Raj Institutions, Rural and Urban, Governance of Schedule Areas		
UNIT-V:	Contemporary economic and Political systems	12 hours
Contemporary economic and Political systems: meaning, types and functions. Civil society-concept and scope, Democratic Spaces and people's participation in governance. Governance Models in contemporary times, Participatory democracy- Development, rights, participation and human security. Basic Political Economic concepts such as Taxation, Budget, Production, Distribution, GDP, Inflation, Supply and Demand, Fiscal Deficit, Profit and Loss, Stagnation, Stagflation etc.,		
Internal assessment methods		
Class test, practicing skill, documentation and organizing skills		
Text books		
Kothari, R.. 2012 Politics in India, New Delhi, Orient Blackswan(2nd Edition).		
Bhargava, R., and Acharya, (ed.) 2008 Political Theory: An Introduction, New Delhi, Pearson Education India.		
Jayal, N.G.& Mehta, P.G. 2010 The Oxford Companion to Politics in India, New Delhi: Oxford University Press		
Eliott, C.M.(ed.) 2006 Civil Society and Democracy: A Reader, New Delhi, Oxford University Press		
Chatterjee, P. 1999 The Partha Chatterjee Omnibus, New Delhi, Oxford University Press		
Keane, J. 1998 Civil Society: Old Images, New Visions. Cambridge: Polity Press.		
Jayal, N.G. 2013 Citizenship and its Discontent: An Indian Reader, Permanent Black, Orient Blackswan		
Online Contents		
Journals.sagepub.com		
www.researchgate.net		

Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Course Code	P05	Environmental social work	L	T	P	C
Paper type	Open elective		4	-	-	3
Course Objectives:						
The main objectives of this course are to :						
1	Learn basic facts about Ecology, Environment and Energy resources.					
2	Create environmental consciousness and various movements					
3	Gain knowledge on various issues on Environment and the roles of Movements for the Environment Protection.					
4	Become aware of the various environment protection laws and role of social workers					
5	Understand the roles and responsibilities of NGO's in environment protection					
Expected course outcomes:						
On the successful completion of the course, students will be able to:						
CO1	Learn basic facts about Ecology, Environment and Energy resources.					K1-K6
CO2	Create environmental consciousness and various movements					K1-K6
CO3	Gain knowledge on various issues on Environment and the roles of Movements for the Environment Protection.					K1-K6
CO4	Become aware of the various environment protection laws and role of social workers and initiate activities for the environment protection					P1-P6
CO5	Understand the roles and responsibilities of NGO's in environment protection					K1-K6
Matching Table						
	i.Remembering	ii. Understanding	iii. Applying	iv.Analysing	V.Evaluating	vi.Creating
Unit I	Yes	Yes	Yes	Yes	No	No
Unit II	Yes	Yes	Yes	Yes	No	No
Unit III	Yes	Yes	Yes	Yes	No	No
Unit IV	Yes	Yes	Yes		No	No
Unit V	Yes	Yes	Yes	Yes	No	No
UNIT- I:	Introduction					8 hours
Environmental Issues and Consciousness: Environment degradation and pollution of Natural Resources- Air, Soil, Water, Population, Sanitation, Housing, Encroachments over Common Property Resources, Energy crisis and Rural Poverty.						
UNIT- II:	Environment Consciousness					10hours
Environment Consciousness- NGOs, Social Workers and Ecological Movements : Global level, People's initiatives to save their environment- Chipko Movement - Save forests movement –Mitti Bachao Andolan - Movements against big dams-Narmada and Tehri - Eco farming- Natural farming efforts.						
UNIT- III:	Environment Action and Management					10hours
Environment Action and Management: State and the Environment preservation - Rio Summit and its						

implications - Government Policies and programmes - Grassroots Organization - Women and Conservation of Environment -Panchyats and Environment. Environment Management: Role of Traditional - State controlled - people controlled and Jointly managed systems - Waste Management.											
UNIT-IV:		Environment Protection Laws and Role of Social Worker									10 hours
Environment Protection Laws and Role of Social Worker: The Environment Protection Act 1986 - Air Pollution Act 1987 - Water Pollution Act 1974. Power and functions of Central and State Pollution Control Boards: Type of offences by companies, procedures, and penalties. (Latest amendments may be considered while teaching these laws).											
UNIT-V:		Environment protection and NGO’s:									12 hours
Environment protection and NGO’s: Acts related to environmental protection: Forest conservation, Standards and tolerance levels – Unplanned urbanization- Environmental movements in India - Role of NGOs in Environmental issues – Government agencies in environmental protection – Social work initiatives at different levels.											
Internal assessment methods											
Class test, practicing skill, documentation and organizing skills											
Text books											
Agarwal S.K. 1993.Environmental protection. Himalaya Publishers, New Delhi.											
Benny Joseph. 2005. Environmental studies. Tata McGraw Hill Publishers. New Delhi:											
Luoma Samuel N. 1984. Introduction to environmental Issues. Macmillan Publishers. Calcutta.											
A bbasi. S.A. 1998. Renewable energy sources and their Environmental Impact. Prentice Hall London.											
Andromeda. 1995. New Science encyclopedia: Ecology and environment. Oxford Publishers. London											
Dash Sharma P. 1998. Environment Health and development. Anmol Publishers. New Delhi.											
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Journals.sagepub.com											
www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

between social enterprises and non profits – types of social enterprises. Selected case studies of Indian Social Enterprises.											
UNIT-IV:		Global & National Social Enterprises:									10 hours
Global & National Social Enterprises: Concept, Definition, Importance. Global and National environment to promote social enterprises and social entrepreneurship. Financial Management of social enterprises –Corporate, Community and government support for social enterprises.											
UNIT-V:		Application of Social Entrepreneurship									12 hours
Application of Social Entrepreneurship: Social Entrepreneurship - in the field of Health, Education, Environment protection, Energy consumption and Human rights. Application of marketing principles in welfare and development field – Social marketing.											
Internal assessment methods											
Class test, practicing skill, documentation and organizing skills											
Text books											
Ramachandran K(2008)Entrepreneurship Development McGraw Hill Publication											
Alex Nicholls, (2006), Social Entrepreneurship: New Models of Sustainable Social Change, New York: Oxford University Press.											
David Bornstein, (2007). How to Change the World: Social Entrepreneurs and the Power of New Ideas, New York: Oxford University Press.											
Fred Setterberg, Kary Schulman (1985), Beyond Profit: Complete Guide to Managing the Non Profit Organizations, New York: Harper & Row.											
Gregory Dees, Jed Emerson, Peter Economy (2002), Enterprising Non Profits –A Toolkit for Social Entrepreneurs, New York: John Wiley and Sons.											
Peter Drucker (1990), Managing the Non Profits Organizations: Practices											
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www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

UNIT-IV:	Evaluation	10 hours									
Evaluation: Formative and Summative Evaluation - Internal & External Evaluation - Internal evaluation process- Methodology - Preparation of terms of reference/forms- Data collection/processing/analyzing.											
UNIT-V:	External evaluation	12 hours									
External evaluation: Evaluation of Government schemes and programmes - Writing an effective Evaluation report- Communication of findings for action and accountability.											
Internal assessment methods											
Class test, practicing skill, documentation and organizing skills											
Text books											
Nagarajan K(2017)Project Management; New Age International Pvt Ltd; Eighth edition											
Pai Pradeep(2019) Project Management; Pearson publication											
Barton, T. (1997). Guidelines for Monitoring and Evaluation – How are we doing? CARE International Uganda											
Casley D J and Kumar K (1988) The Collection, Analysis, and Use of Monitoring and Evaluation Data, A Joint Study by The World Bank, IFAD and FAO, London: The John Hopkins University Press											
Curry S and Weiss J (2000) Project Analysis in Developing Countries, Second Edition, Basingstoke: MacMillan Press											
Handbook on Monitoring and Evaluating for Results, Evaluation Office, UNDP, 2002											
Online Contents											
Journals.sagepub.com											
www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

SEMESTER II

Course Code	P05	SOCIAL WORK PRACTICE WITH COMMUNITIES			L	T	P	C
Paper type	Core				4	-	-	3
Course Objectives:								
The main objectives of this course are to :								
1	Develop an understanding of the concepts related to working with communities and the processes involved in it.							
2	Understand the use and practice of community organization in various fields of social work.							
3	Provide the knowledge about the role of social worker in social change and social development.							
4	Familiarize the emerging trends and experiments in community organization.							
5	Introduce various aspects of social action as an effective method of social work.							
Expected course outcomes:								
On the successful completion of the course, students will be able to:								
CO1	Develop an understanding of the concepts related to working with communities and the processes involved in it.						K1-K6	
CO2	Understand the use and practice of community organization in various fields of social work.						K1-K6	
CO3	Gain knowledge about the role of social worker in social change and social development.						K1-K6	
CO4	Familiarize the emerging trends and experiments in community organization.						P1-P6	
CO5	Judge and apply various aspects of social action.						P1-P6	
Matching Table								
	i.Remembering	ii. Understanding	iii. Applying	iv.Analysing	V.Evaluating	vi.Creating		
Unit I	Yes	Yes	Yes	Yes	No	No		
Unit II	Yes	Yes	Yes	Yes	No	No		
Unit III	Yes	Yes	Yes	Yes	No	No		
Unit IV	Yes	Yes	Yes		No	No		
Unit V	Yes	Yes	Yes	Yes	No	No		
UNIT- I:	Introduction						8 hours	
Community: Meaning, Definition, Types, Structure and Dynamics. Community as a Social System. Community Leadership: Concept and types of leadership in community. Community organization: Definition, Objectives, Principles, Historical Background of Community organization. Community Organization as a method of Social Work. Similarities and dissimilarities between Community organization and Community development.								
UNIT- II:	Phases and Models of Community Organisation						10hours	
Phases and Models of Community Organisation:Community organization as a Para-politicalProcess: Concept of power, sources of power, Community Power Structure: Definition, type- Pyramidal,								

<p>Coalitional, amorphous and Factional, Approaches- Positional, Reputational, Decision making and Social Participation. Powerlessness and empowerment, Cycle of empowerment, community participation and challenges in participation.</p> <p>Phases in community organization: Study, Analysis, Assessment, Discussion, Organization, Action, Evaluation, Modification and Continuation.</p> <p>Skills in Community Organization: Organizing, Communication, Training, Consultation, Public Relations, Resource Mobilizations, Liasoning, Conflict Resolution.</p>		
UNIT- III:	Approaches, Methods and Models of Community Organization	10hours
<p>Approaches, Methods and Models of Community Organization: Approaches: General content, specific content and process objective. Models: Locality Development, Social Planning and Social Action. Methods: Awareness Creation, Planning, Education, Communication, Participation, Leadership, Resource Mobilization, Community Action, Legislative and Non-Legislative Actions. Application of community organization in different settings, emerging trends and experiments.</p>		
UNIT-IV:	Social Action	10 hours
<p>Social Action: Social Action: Meaning, Definition, Objectives, Principles Processes, Methods and Scope. Social Action as a method of social work. Approaches to social action – Paulo Freire, Saul Alinsky, Mahatma Gandhi, Ambedkar, Jayaprakash Narayan, Vinoba Bhave and E.V.R. Periyar.</p>		
UNIT-V:	Strategies and Tactics of Social Action	12 hours
<p>Strategies and Tactics of Social Action: Individual contact, Conscientization, Negotiation, Collaborative, Pressure, Advocacy, Legal suasion, Public relations, Political organization, Conflict resolution, Violence, Peace initiative. Radical Social Work: meaning, techniques. Contextual usage of strategies. Social action for social change and development.</p>		
Internal assessment methods		
Class test, practicing skill, documentation and organizing skills		
Text books		
Raju LM (2012)Community Organization and Social Action: Social Work Methods And Practices ; Regal Publications		
Christopher, A.J and William, Thomas, 2006, Community Organization and Social Action, Himalaya Publication House, New Delhi.		
Clinard Marshall B, 1957, Slums and community development, Free Press, New York.		
Delgado, M., &Humm-Delgado, D. (2013). Assets assessments and community social work practice Chapter 10: Asset assessments and Latino communities. New York: Oxford University Press.		
Dunham, Arthur E. Community organization in India, Popular Prakashan, Bombay.		
Kuppusamy, Social Change in India, Vikas Publishing house, New Delhi		
Online Contents		
Journals.sagepub.com		

www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Scaling Techniques: Concept and Types (Likert, Thurston). Reliability and validity of the tool. Steps involved in tool construction.											
Sampling: Meaning of Sample, Universe, Sampling methods (Probability Vs Non Probability) and techniques. Usage of internet in data collection.											
UNIT-IV:	Data analysis, Presentation, Interpretation and Research Writing										10 hours
Data analysis and processing of data - editing, coding, code book preparation, code sheet preparation											
Classification, tabulation, frequency distribution; Diagrammatic representation of data. Data Interpretation. Research Writing: Purpose; Format of research reports, research proposals, research abstracts - referencing styles.											
UNIT-V:	Statistics										12 hours
Statistics: Statistics- meaning, use, and its limitations in social work research; measures of central tendency: arithmetic mean, median, and mode; dispersion: range, quartile deviation, standard deviation and co-efficient of variation; tests of significance: “t” test, f test and chi-square test; correlation: meaning, types, and uses; Karl Pearson’s coefficient of correlation and rank correlation; computer applications: use and application of computer in social work research((Manual calculations are not emphasized)											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Das Lal K D (2008) Research Methods for Social Work;Rawat Publications											
Kothari C.R (1997). Research Methodology - Methods and Techniques. Vishwa Prakashan, New Delhi.											
Anderson, Jonathan, Millicent Eleanor Poole, and Berry H. Durston. Thesis and assignment writing. J. Wiley and Sons Australasia, 1970.											
Baker, Therese L., and Allen J. Risley. "Doing social research." (1994).											
Bryman, Alan, and Bob Burgess, eds. Analyzing qualitative data. Routledge, 2002.											
Clandinin, D. Jean, et al. "Collecting and interpreting qualitative materials."Personal experience methods (1998): 150-178.											
Online Contents											
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www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Course Code	P05	Social welfare administration	L	T	P	C
Paper type	Core		4	-	-	3
Course Objectives:						
The main objectives of this course are to :						
1	Gain knowledge of polices in India and planning process in India					
2	Know about the concept of welfare state					
3	Gain knowledge about social welfare administration of service organizations.					
4	Understand welfare administration process and gain essential skills					
5	Acquire the skill of establishing a human service organization.					
Expected course outcomes:						
On the successful completion of the course, students will be able to:						
CO1	Gain knowledge of polices in India and planning process in India					K1-K6
CO2	Know about the concept of welfare state					K1-K6
CO3	Gain knowledge about social welfare administration of service organizations.					K1-K6
CO4	Understand welfare administration process and gain essential skills					K1-K6
CO5	Acquire the skill of establishing a human service organization.					P1-P6
Matching Table						
	i.Remembering	ii. Understanding	iii. Applying	iv.Analysing	V.Evaluating	vi.Creating
UnitI	Yes	Yes	Yes	Yes	No	No
Unit II	Yes	Yes	Yes	Yes	No	No
Unit III	Yes	Yes	Yes	Yes	No	No
Unit IV	Yes	Yes	Yes	Yes	Yes	Yes
Unit V	Yes	Yes	Yes	Yes	No	No
UNIT- I:	Introduction					8 hours
Concepts: Policy, Public Policy, Public Welfare, Social Policy, Economic Policy. Social Welfare Policy. Sources of Policy: Indian Constitution- Directive Principles of State Policy; Ideology and consensus, Ratification of International Conventions.						
UNIT- II:	Welfare State					10hours
Welfare State: Concept and relevance. Indian Constitution: Fundamental rights and Directive principles of State Policy- Social Policy and Planned social change. National Policy on Voluntary sector (2007).						
UNIT- III:	Social Welfare Administration					10hours
Social Welfare Administration- Concept, Features - Non-Government, Non-Profit making and self – governing organizations. Human Service Organizations by Orientation, by Levels of operation and by Focus.						
UNIT-IV:	Basic Administration Processes					10 hours

Basic Administration Processes: Planning, Organizing, staffing and directing. Elements of Directing: Supervision, motivation, leadership, communication, monitoring and evaluation. Administrative skills – Writing reports, letters and minutes of meetings.											
UNIT-V:		Registering of an Organization									12 hours
Registering of an Organization: Procedures related to registering under Societies Registration Act 1860, Charitable Trust Act 1912 and Indian Companies Act 1956. Administrative Structure – Memorandum, Bye laws, Constitution, Deed, Functions and responsibilities of governing board, committees and office bearers. Major programmes of Central Social Welfare Board and State Social Welfare Board.											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Bhattachary, Sanjay. 2009. Social Work Administration and Development. New Delhi. Rawat Publication.											
Batra, Nitin. 2004. Administration of social Welfare in India. Jaipur. Raj Publishing House											
Chowdhry, D.Paul. 1992. Social Welfare Administration. Atmaram and Sons.											
Encyclopaedia of Social Work. Vol I & III Also for Units IV & V											
Eyden Joan (1969) Social Policy in India, Broadway House, London											
Kohli, A.S & S.R. Sharma. 1998. Encyclopedia of Social Welfare and Administration. New Delhi. Anmol Publication.											
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www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

The first year students are placed in villages or hospitals or schools or NGOs or government offices or counseling centers or welfare organizations or service organization for their practice based social work. During the placement they have to practice all the primary methods of social work. One has to help minimum of 3 clients using casework method, and form one group and practice group work method following all the stages of group work practice with at least 10 sessions and in the community conduct common program or solve an issue of the community following the principles of community organization and social action.

Every week the students write a report of their activities and submit to the concerned field work supervisor. The supervisor conducts individual and group conference regularly.

Internal assessment methods

The CA marks are awarded by the supervisor out of 40 marks for the quality, regularity, initiatives, leadership, participation and team worker. 44

At the end of the semester Viva Voce is conducted by an external examiner and marks are awarded out of 60 for theoretical knowledge (15), practice skills (15), reporting(10), communication(10) and presentation(10).

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COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

and Stereotyping. Processes of Adjustment & Mal-adjustment. Coping Mechanisms vs. Defense Mechanism											
UNIT-IV:		Abnormal Psychology									10 hours
Abnormal Psychology: Concepts of normality and abnormality. International Classification of Diseases (ICD): Neurosis & Psychosis. Theories of Human Development: Freud’s Psycho-Sexual theory, Erickson’s Psycho-social theory and Cognitive Theory of Jean Piaget.											
UNIT-V:		Intervention methods									12 hours
Intervention methods: Psychological Counseling and Psychological Testing: IQ / Achievement Test and Attitude Test- Basic concept of Psychometrics and Testing.											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Elizabeth B.Hurlock,2005,Child Development, Tata Mc Graw-Hill Publishing Company Ltd, New Delhi											
Morgan Clifford, King Richard & Schopler John (2017) Introduction to Psychology. McGraw Hill Education; Bengaluru											
Zara Emma O’Brien (2015) Psychology for Social Work, Macmillan Education UK											
Abril Lal Mukherjee, 2015,A Textbook Of Cognitive Psychology, Rajat Publications, New Delhi											
Anuratha Ngangom,2012,Research Methodology in Psycology, Maxford Books ,New Delhi											
Daine E Papalia And Sally Wendkos Olds And Ruth Duskin Feldman,2004, Human Development(Ninth), Tata Mcgraw-Hill, New Delhi											
Online Contents											
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www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

UNIT-IV:	Perception and attitudes										10 hours
Perception and attitudes: perception space, depth, auditory, and visual attention; attitude: nature of attitudes, stereotypes, and prejudices, formation of attitudes, and attitude change.											
UNIT-V:	Personality Development										12 hours
Personality Development: Personality: definition and structure; theories of personality: trait and type theories; factors and strategies for personality development. Important concepts and contributions of Freud, Jung, Adler, Maslow, and Ericson.											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Mitra Barun K (2011) Personality Development and Soft Skills; Oxford edition											
Anastasi, Anne. "Psychological testing ." (1968).											
Bernard, Luther Lee. "An introduction to social psychology." (1926).											
Clifford, T. "Morgan, Introduction to Psychology." (1971).											
Davidoff, Linda L. Introduction to psychology . McGraw-Hill Book Company, 1987.											
Hurlock E. B. Developmental psychology.Tata Mcgraw Hill. 1971.											
Online Contents											
Journals.sagepub.com											
www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Human Growth and development : Human Growth and Development : life span perspective, Dimensions of Growth and Development. Theories of growth and development..											
UNIT-V:		Personality Development									12 hours
Personality Development: Personality: definition and structure; theories of personality: trait and type theories; factors and strategies for personality development. Important concepts and contributions of Freud, Jung, Adler, Maslow, and Ericson.											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Khalakdina M 2008 Human Development in the Indian Context: A Socio- Cultural Focus. Vol. I New Delhi: Sage Publications											
Prilleltensky, I., &Nelson, G. 2002 Doing psychology critically: Making a difference in											
diverse settings. Basingstoke, England: Palgrave											
Kloos, B., Hill, J., Thomas, E., Wandersman, A., Elias, M. J., & Dalton, J. H 2012 Community Psychology: Linking Individuals and Communities (3rd ed.). Belmont: CA: Wadsworth/Cengage Learning.											
Weiten, W 2011 Themes and variations in Psychology, Wadsworth, Cengage learning. Belmont: USA											
Richard M. Ryan 2012 Oxford Handbook of Human Motivation. New York : OUP											
Online Contents											
Journals.sagepub.com											
www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Types of counselling: individual and group counselling, family counselling, marital counselling, student counselling, and industrial counselling. Techniques of group counselling, strategies and structure – barriers to effective counseling sessions; counselling evaluation.											
UNIT-V:		Components of effective counselling									12 hours
Components of effective counselling : counsellor’s skills – Role and functions of the counsellors in schools, industries, family, hospital, and rehabilitation institution. b. Application of test (only for practice not for examination) The following standardised tests must be practiced in counselling settings: Personality, intelligence, interpersonal relations, stress, anger, self esteem, anxiety, assertiveness, depression, adjustment, and mental health.											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Murphy David(2017) Counselling Psychology: A Textbook for Study and Practice, Wiley-Blackwel publication											
Gladding T Samuel and Batra Promila (2018) Counseling: A Comprehensive Profession Pearson Education											
Philip Simon (2020) Theory and practice in counseling, new Man Publication, Parbhani											
Feltham, Colin, ed. Controversies in psychotherapy and counselling. Sage, 1999.											
Fullmer, Daniel W., and Harold Wright Bernard. Counseling: Content and process. Science Research Associates, 1964.											
Geldard, Kathryn, David Geldard, and Rebecca Yin Foo. Counselling children: A practical introduction. Sage, 2013.											
Online Contents											
Journals.sagepub.com											
www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

processes. Reconstruction and Rebuilding in conflict-torn societies. Models and illustration on conflict mitigation and peace building: Indian and International contexts/ State and Civil Society. Social analysis for peace and development											
UNIT-V:		Peace building: Strategies and Interventions									12 hours
Peace building: Strategies and Interventions: Peace building through movements- Locating women in Peace Movement, indigenous actors in Peace Building. Peace Building at the Elite Level: The role of state and its critique. Development and conflict - evaluating and assessing development as warning for peace, civil society response, role of organizations such as UNO in promoting peace etc. Case illustrations and Best Practices											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Adfer Rashid Shah (2017) Re-reading the Field in Conflict Zones: Experiences from											
Kashmir Valley: EPW Vol. 52, Issue No. 12, 25 Mar, 2017 :											
Vijay K Nagaraj (2015) Towards Reimagining Dominant Approaches War, Conflict and											
Online Contents											
http://www.epw.in/journal/2017/12/web-exclusives/re-reading-field-conflict-zonesexperiences-kashmir-valley.html											
http://www.epw.in/journal/2015/9/conflict-transition-and-development-specialissues/											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Attributes of Professional Personality: Qualities and traits; Values and attitudes; Creativity; Habits; Skills. Development of professional self-concept, professional ethics and values.											
UNIT-V:	Professional Integrity, Competence and Burnout in Professional Practice										12 hours
Professional Integrity, Competence and Burnout in Professional Practice: professional knowledge, critical thinking, Acceptance of self and others, decision making, burnout- causes and impact, prevention and coping with burnout, stress management											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Kuppuswamy B (1961) An Introduction to social Psychology, Bombay Asia Publishing House											
Allan Pease. (Author), Barbara 2004 The Definitive book of body Language Manjul Publishing House Pvt. Ltd.; 1st Edition (12th impression) edition											
Barun K Mitra 2011 Persoanality Development and soft skills , Oxford University press-New Delhi											
Beryl, Williams (1977) communication effectively, New Delhi: Sterling Publication.											
Chopra, BS. KS. (1987) Leadership for Indian Manager, Pune: Times Research Foundation.											
Allan Pease. (Author), Barbara 2004 The Definitive book of body Language Manjul Publishing House Pvt. Ltd.; 1st Edition (12th impression) edition											
Online Contents											
Journals.sagepub.com											
www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

- a. Three members committee may be nominated by the Principal, for supervising USRR related activities in the colleges. This committee may convene meeting and workshops to the faculty members and students for improving the USRR. Principal may be requested to send the committee contact details to the university.
- b. USRR should be prepared for the people's development and welfare. Any Science and Arts subjects can be related to the people, nature and culture.
- c. USRR to be valued by the committee which is constituted for USRR, as per the regulations.
- d. Soft copy of the report in the word format should be sent to the university in the prescribed format.
- e. The University and the colleges should identify the original thinkers / innovative personalities among students through USRR. The issues of the region may be identified through these reports to resolve. The institution may involve the students in further developmental activities.
- f. Ph.D. Research Methodology is applicable to write the USRR.
- g. Each candidate should write separate USRR. Group work should be avoided.
- h. The following instructions are given to all USRR.

Field Study: USRR (University Social Responsibility Report) Guidelines

The aim of the Field Study is to help students connect with the society in the respective discipline.

Following are the important features of the Field Study and the USRR:

1. Aim: The Field Study must aim at relating the subject of study with the society in so far as the application and the usefulness of the study are concerned
2. Topic selection: The topic for the Field Study must be chosen by the student in the second semester in the month of February; the process for the same shall begin on 1st February and shall end on the last working day of the month of February. Students are free to select the topic for the Field Study in consultation with the Experts and Faculty Members of their choice, both from within and outside the University
3. Period and duration: The Field Study shall be undertaken for a duration of 15 days in the summer vacation that falls immediately at the end of the second semester of the program and the same should be accounted for the Third Semester of the program
4. USRR: The USSR (University Social Responsibility Report) must be prepared by every student of the program written in 50 to 75 pages. The report shall be written based on the standard research methodology.
5. Review and evaluation schedule:
 - a. Reviewing the Field work: First week of July
 - b. Report Review: Second week of August
 - c. Report submission: First week of September
 - d. Report Evaluation: Third week of September
6. Faculty Composition: The following members may be nominated for confirming the topic and for evaluating the USRR:
 - a. Professor and Head of the concerned Department
 - b. One Faculty member with related field of specialization from the concerned Department
 - c. One senior faculty member from the Department of Sociology from other Institution

Internal assessment methods

Class test, practicing skill, documentation and various skills

Mapping with programme outcomes

COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	PO10
CO1	S	S	S	M	S	S	S	S	S	S	S

CO2	S	S	S	S	S	S	S	S	S	S	S
CO3	S	S	S	S	S	S	S	S	S	S	S
CO4	S	S	S	S	S	S	S	S	S	S	S
CO5	S	S	S	S	S	S	S	S	M	S	S

SEMESTER III

Course Code	PO5 SEMESTER III	HUMAN RESOURCE MANAGEMENT	L	T	P	C
Paper type	PAPER - 7		4	-	-	3

Course Objectives:

The main objectives of this course are to :

1. Gain knowledge about the management of human resources
2. Gain knowledge about the management of human resource planning
3. Gain knowledge about employee retention and separation
4. Understand the programmes and activities of management of human resources
5. Acquire the skills of working with recent trends and human resource development

Expected course outcomes:

On the successful completion of the course, students will be able to:

CO1	Define, classify, summarize, infer, compare, explain fundamental ideas related to Human Resource Management	K1-K6
CO2	Discover about Human Resource Planning	K1-K6
CO3	Acquire knowledge about Employee Retention and Separation:	K1-K6
CO4	Find social work, Compensation Management	A1-A5
CO5	Actively participating, assisting in various Trends in HRM and Human Resource Development:	P1-P6
CO6		P1-P6

Matching Table	
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	i. Remembering	ii. Understanding	iii. Applying	iv. Analysing	V. Evaluating	vi. Creating
Unit I	Yes	Yes	Yes	Yes	No	No
Unit II	Yes	Yes	Yes	Yes	No	No
Unit III	Yes	Yes	Yes	Yes	No	No
Unit IV	Yes	Yes	Yes		No	No
Unit V	Yes	Yes	Yes	Yes	No	No

UNIT- I:	Human Resource Management:	8 hours

Human Resource Management: Concept, role and importance as part of general management – Personnel Management

Vs Human Resource Management - objectives and Functions of HRM - Evolution of HRM – HRM in Service and Manufacturing Organisations: Industry, Hospital, Hotel, Shops and Establishments, Software Industry and Service Organisations.		
UNIT- II:	Human Resource Planning	12hours
Human Resource Planning: Concept and process of Human Resource planning – Recruitment and selection. Selection Process: Application Blank, Written Test, Group Discussion, Essentials of a good Curriculum Vitae, Interviewing techniques and skills, Types of Interviews, Offer Letters, References, Medical Check-ups; Induction and Placement; Job design, job analysis, Job descriptions, Job classification and Job evaluation. Sources of manpower supply: On-Campus, Off-Campus, Referrals, Consultancies, Internal Mobility, Employee outsourcing.		
UNIT- III:	Employee Retention and Separation:	12hours
Employee Retention and Separation: Attrition and Retention - Concept and Problems. Causes of Job Hopping. Leave Management: Types of Leave. Disciplinary procedures: Concept of Charge Sheet, Domestic enquiry. Grievance Redressal Procedures; Performance Management Systems; Transfers and Promotions. Separation: Discharge, Dismissal, Resignation, Retirement, VRS, CRS; Exit Interview; Retirement Benefits.		
UNIT-IV:	Compensation Management:	10 hours
Compensation Management: Concept of Wage and Salary – Wage Theories – Types of wages – Wage Board - Wage Components - wage differentials – wage regulators – Incentive Schemes - Fringe Benefits -Employee benefit plans.		
UNIT-V:	Trends in HRM and Human Resource Development:	8 hours
Trends in HRM and Human Resource Development: Current Trends in HRM:HRIS, ERP in HRM – e-HR: e-Recruitment, e-Learning, Performance Management, e-Reward - Manager Vs. Leader - Concept of Human Relations Approach -Challenging role of human resource manager. Human Resource Development : concept, meaning, functions, HRD Instruments. Training and development: concept, difference, 4-steps training process (Training Need Identification, Instructional Design, Training Programme Implementation, Training Evaluation). Formal Employee Training Methods (on the job training and off the job training methods). Methods of evaluating training effectiveness.		
Internal assessment methods		
Class test, organizing skill, self-gained abilities, evidence based social work at home town		
Text books		
1. Premavathy N. 2011. Human Resource Management and Development. Sri Vishnu Publications. Chennai. Flippo Edwin B(1984) personnel management . McGraw-Hill international Edition New Delhi		
Reference books		
1. Aswathappa K. 2011. Human Resource Management Publishing by Tata Mc Graw Hill Education Pvt. Ltd. 2. Dessler Gary, Biji Varkkey. 2012. Human Resource Management. Dorling Kindersley Publishing Company.		

3. Jeffrey A Mello. 2011. Strategic Human Resource Management. Cengage Learning India.
4. Michal J Kavanagh & Mohan Thite. 2010. Human Resource Information System. Sage Publications India Pvt Ltd.
5. Uday kumar haldar. Human resource management. 2010. Published in India by oxford university press.

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2. www.esic.nic.in
3. www.epfindia.com
4. www.labour.nic.in
5. www.lawmin.nic.in

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1. <https://youtu.be/JVNgVewS2kc>
2. <https://youtu.be/LtaCmORiP9A>
3. <https://youtu.be/Y8kX0ZyUOBs>
4. <https://youtu.be/06hfW8I-p34>
5. <https://youtu.be/IJRqCe2oY3s>

Mapping with programme outcomes

COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Rural Community Development: meaning, objectives, scope, principles, process, models; methods; earlier experiments in rural developments - Sriniketan experiment, Gurgaon experiment, marthandam experiment, Baroda experiment, Firkha development scheme, Etawa pilot project, Nilokheri experiment.		
UNIT- III:	Rural Development Administration	12hours
Rural Development Administration: history, structure- central - state, district and block levels and functions, panchayat raj institutions(PRI): origin & evolution; philosophy, new panchayat raj system- 73rd amendment and its salient features, structure of PRIs; powers of Gram Sabha; features of Tamil Nadu Panchayat Act, 1994; constitution of village panchayats, panchayat union and district panchayat;		
UNIT-IV:	Rural Development agencies	10 hours
Rural Development agencies: Agencies and functions: Council for advancement of people's action and rural technology (CAPART), national institute of rural development (NIRD), national bank for agriculture and rural development (NABARD), regional rural banks (RRB), district rural development agency (DRDA).		
UNIT-V:	Rural Development programmes	8 hours
Rural Development programmes: Area based Programmes- target based programmes and welfare programmes:		
Internal assessment methods		
Class test, organizing skill, self-gained abilities, evidence based social work at home town		
Text books <ol style="list-style-type: none"> 1. Lalitha N(2004)Rural development in India, Emerging issues and trends, Dominant Publishers and Distributors, New Delhi 2. Sharma Rajendra K(2004) Rural Sociology, Atlantic Publishers and distributors, New Delhi 		
References <ol style="list-style-type: none"> 1. Biddle, William W., and Loureide J. Biddle. "The Community Development Process: The Rediscovery of Local Initiative." (1965). 2. Dahama, O. P., and OP Bhatnagar Education. "Communication for development." (1991). 3. Dayal, Rajeshwar. "Community development programme in India." <i>Community development programme in India</i>(1960). 4. Ghosh, Arun. <i>Planning in India: the challenge for the nineties</i>. Sage Publications, 1992. 5. Hartmann, Paul, Bhivarao Rajdhar Patil, and Anita Dighe. "The mass media and village life: An Indian study." (1989). 6. Jain, Sukan Chand. "Community Development and Panchayati Raj in India." (1967). 7. Joseph, M. K. <i>Modern media and communication</i>. Anmol Publications Pvt Limited, 1996. 8. Maheshwari, Shriram. <i>Rural development in India: a public policy approach</i>. No. Ed. 2. Sage Publications India Pvt Ltd, 1995. 9. Mascarenhas, Reginald C. <i>A strategy for rural development: Dairy cooperatives in India</i>. No. 334.68370954 		

MAS. CIMMYT.. 1988.

10. Mathur, Basant Lal. *Rural Development and Co-operation*. RBSA, 2000.
11. Mondy, R. Wayne, et al. *Management: Concepts and practices*. allyn and bacon, 1986.
12. Oakley, Peter, and David Marsden. *Approaches to participation in rural development*. No.F/630.715 O2. 1984.
13. Oakley, Peter. *Projects with people: The practice of participation in rural development*.
14. International Labour Organization, 1991.
15. Pokharapurkar, Raja. *Rural Development Through Community Television*. Vol. 1. Concept Publishing Company, 1993.
16. Singh, Hoshiar. *Administration of rural development in India*. Sterling, 1995.
17. Singh, Katar. *Rural development: principles, policies and management*. Sage, 1999.
18. Sundaram, I. Satya. *Rural development: A textbook for university and college students*. Himalaya Publishing House, 2007.
19. Weil, Marie. *Community practice: Conceptual models*. Vol. 3. No. 3-4. Psychology Press, 1996

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2. Journals.sagepub.com

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2. <https://youtu.be/LtaCmORiP9A>

3. <https://youtu.be/Y8kX0ZyUOBs>

4. <https://youtu.be/06hfW8I-p34>

5. <https://youtu.be/IJRqCe2oY3s>

Mapping with programme outcomes

COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Psychiatric Social Work: Definition and concept, historical development in India and abroad; current status as a field of specialisation.; case work, group work, and community organisation in the psychiatric services; limitations and difficulties faced in psychiatric social work practice; psychiatric epidemiologist in India. Community Psychiatry, child psychiatry and emergency psychiatry.		
UNIT- II:	Classification and Assessment:	12hours
Classification and Assessment: Diagnostic statistical Manual-DSM-V, International classification of diseases-ICD-10, Psychiatric Assessment: Interviewing, Case history taking, Sources of intake, Mental status examination, Formulation of psychosocial diagnosis, Use of computers in assessment.		
UNIT- III:	Psychiatric Mental Disorders:	12hours
Psychiatric Mental Disorders: Classification of Psychiatric mental Disorders: Organic, Toxic and Functional (Non-Organic). Organic Mental Disorders: Symptoms and Causes of Dementia, Delirium, other mental disorders due to brain damage and dysfunction and to physical disease. Toxic: Symptoms of Mental and Behavioural disorders due to Psychoactive Substance Use. Functional Mental Disorders: Signs, Symptoms, Management and types of Schizophrenia, Delusional Disorders, Mood (affective) Disorder, Neurotic stress related and Somatoform disorders and Personality Disorders.		
UNIT-IV:	Behavioural and Emotional disorders:	10 hours
Behavioural and Emotional disorders: Behaviour disorders: Eating Disorders: Anorexia Nervosa, Bulimia Nervosa, Non-Organic Sleep Disorders. Common Mental Health Problems and Disorders in Children: Mental Retardation, Disorders of Psychological Development: Speech Disorder, Developmental disorders and Autism.		
UNIT-V:	Scope of Psychiatric Social Work practice	8 hours
Scope of Psychiatric Social Work practice: roles and functions of a psychiatric social worker with regards to the problems of patients and their families in:1) psychiatric OPD'S 2) psychiatric specialty clinics 3) de-addiction centres, 4) child guidance clinics; rehabilitation of psychiatric patients: role of the social worker in rehabilitation - planning, mobilisation, reintegration of the patient in the family and community; principles and models of psychiatric rehabilitation; role of the psychiatric social worker in team work.		
Internal assessment methods		
Class test, organizing skill, self-gained abilities, evidence based social work at home town		
<ol style="list-style-type: none"> 1. Text books Abraham P. Francis(2014) Social Work in Mental Health, Contexts and Theories for Practice 2. Ahuja Niraj(2011) A short text book of psychiatry .,Jaypee Brothers, New Delhi 		
References <ol style="list-style-type: none"> 1. Coleman, James C., abnormal psychology and modern life, Taporewala& Sons, Bombay 2. Eden D. J., Mental Handicap – An introduction, George Allan and Unwin, London, 1976 		

3. Edward, Understanding mental retardation, Cambridge University press, London, 1986
4. Gajend R.N. Hudson B.L., current themes in psychiatric, John Wiley and Sons, 1981
5. John, Howells G ; Modern perspective in International Child Psychiatry , Brunner & Mazel publication, New York, 1971
6. Kaplan Harold, et al, Comprehensive text book for students and physicians, Vol 2, Amerind Publications, 1990
7. Mafartia J.C, Psychiatric problems of children, Popular Prakhasan, Bombay, 1971
8. Misra, P.D., Abnormal Behaviour, U.P. Hindi Sansthan, Lucknow
9. Nunnally J.C, Popular conceptions of Mental Health-the development and change, Rine hart & Winston, New York, 1961.
10. Sadock, Benjamin & Sadock, Virginia Alcott (2007) Kaplan and Sadock's Synopsis of Psychiatry: Behavioral Sciences/clinical Psychiatry, Lippincott Williams and Wilkins Publications.
11. Venkatesan S (2004) Children with developmental disabilities –Sage Publications
12. Verma (1992) Psychiatric Social Work in India; Sage Publications

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4. <https://youtu.be/06hfW8I-p34>
5. <https://youtu.be/IJRqCe2oY3s>

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CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Introduction: Industrialization –Concept and Impact of Industrialization in India. Labour: Concept, Characteristics and Problems of Indian Labour. Organized and unorganized Labour.Labour Welfare: Concept, need, objectives, principles and theories. Administration of labour- Central and State level . Labour welfare officer: Qualification, Need, roles and functions. Objectives and Functions of ILO.		
UNIT- II:	Labour Legislations:	12hours
: Labour Legislations: Concept and History of labour Legislations in India. Legislations for labour welfare in different types of industries:The Factories Act of 1948, The Mines Act, 1952 , The Motor Transport Workmen Act,1961 Plantation Labour Act,1951, The Dock Workers (Safety Health and Welfare) Act 1986, Tamilnadu Shops and Establishment Act 1947- Sexual Harassment of women at workplace (Prevention Prohibitions & Redressal) Act 2013		
UNIT- III:	Industrial Relations Legislation:	12hours
Industrial Relations Legislation: Indian Trade Union Act 1926, Industrial Disputes Act 1947, Employment Legislations: Industrial Employment (Standing Orders) Act 1946, Contract Labour (Regulations and Abolition) Act 1970. Tamil Nadu Industrial Establishment (National Festival and Holidays Act 1958).		
UNIT-IV:	Wage Legislations:	10 hours
Wage Legislations: Payment of wages Act,1936, Minimum wages Act,1948., Payment of Bonus Act, 1965, Equal Remneration Act 1976		
UNIT-V:	Social Security Legislations	8 hours
Social Security Legislations : Employees State Insurance Act 1948, Employees Provident Fund Act 1952, Payment of Gratuity Act 1972, Maternity benefit Act 1961, Workmens Compensation Act 1923. TN Labour Welfare Fund Act 1972.		
Internal assessment methods		
Class test, organizing skill, self-gained abilities, evidence based social work at home town		
Text books		
1. Tripathi, P.C.1994. Personnel Management and Industrial Relations. Sultan Chand & Co. New Delhi.		
References		
<ol style="list-style-type: none"> 1. Babu Sharath and Rashmi Shetty. 2007, Social Justice and Labour Jurisprudence. SAGE Publication. New Delhi. 2. Bhatia, 2008 Strategic Industrial Relations and Labour Laws, Deep and Deep Publications, New Delhi. 3. Jain J.N. and Ajay Bhola, 2009, Modern Industrial Relations and Labour Laws, Regal Publications, New Delhi. 4. Kapoor, N.D. 1993. Elements of Industrial Law. Sultan Chand & Sons. New Delhi. 5. Kapoor, N.D. 1995. Hand Book of Industrial Law. Sultan chand & Company. New Delhi 6. Sreenivasan, M.R 2006, Industrial Relations and Labour Legislations, Margham Publications, Chennai 7. Ramaswamy, E.A. & Uma Ramaswamy. 1981. Industry and Labour: An IntroductionOxfordUniversity Press. New Delhi. 8. Singh B. D. 2010, Industrial Relations and Labour Laws, Excel Books, New Delhi. 9. Srivastava S. C., 2014, Industrial Relations And Labour Laws, Vikas Publishing House Pvt. Ltd, New Delhi. 		

10. Vaidyanathan, S. 1986. Factory Laws Applicable in Tamilnadu. Vols: 1,2,3. Madras Bood Agency. Madras.

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3. <https://youtu.be/Y8kX0ZyUOBs>

4. <https://youtu.be/06hfW8I-p34>

5. <https://youtu.be/IJRqCe2oY3s>

Mapping with programme outcomes

COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

UNIT- II:	Urbanisation & Urbanism	12hours
Urbanisation & Urbanism: meaning, theories of urbanization, characteristics of urbanism, slums – definition, approaches, theories and classification and culture of slums; urban problems: housing, drug addiction, juvenile delinquency, prostitution, and pollution.		
UNIT- III:	Urban Community Development:	12hours
Urban Community Development: definition, concept, objectives and historical background; approaches, principles process and methods of urban community development, welfare extension projects of central social welfare board, urban development planning: legislation related to urban development: urban land ceiling act, town and country planning act, nagarpalika act and Tamil Nadu slum clearance and improvement act) community planning, and community participation.		
UNIT-IV:	Social reform and Social movements in India	10 hours
Indian social reformers and their contributions: Raja Ram Mohan Roy, Sarojini Naidu, EVR Periyar, Mahatma Gandhiji, Vinoba Bhave, Narayana Guru, Jyothiba Phule. Arya Samaj & Brahma Samaj. Contemporary Social reformers in India. Contributions of Voluntary work and NGO's to Social Work in India.		
UNIT-V:	Urban Development Administration:	8 hours
Urban Development Administration: national, state and local levels; structure and functions of urban development agencies: urban services and urban deficiencies; metropolitan development authorities, Housing and Urban Development Corporation (HUDCO) and United Nations Centre for Human Settlement (UNCHS); housing board, role of voluntary agencies in urban development.		
Internal assessment methods		
Class test, organizing skill, self-gained abilities, evidence based social work at home town		
<ol style="list-style-type: none"> 1. Text books Heggase Odeyar D(1998) urban Development in India , problems, policies and programmes, Mohit Publications New Delhi 2. Shankar Rao, C.N.(2004) Sociology of Indian Society, S Chand & Company LTD, New Delhi 		
Reference Books		
References		
<ol style="list-style-type: none"> 1. Clinard, Marshall Barron. Slums and community development: experiments in self-help. Vol. 8. New York: Free Press, 1966. 2. Diddee, Jaymala, and Vimla Rangaswamy. "Urbanisation: trends perspectives and challenges." (1993). 3. Gill, Rajesh. Slums as urban villages. Rawat Publications, 1994. 4. Mitra, Arup. Urbanisation, slums, informal sector employment, and poverty: An exploratory study. BR Publishing Corporation, 1994. 		

5. Ramachandran, Ranganathan. "Urbanization and urban systems in India." OUP Catalogue (1992).
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5. <https://youtu.be/IJRqCe2oY3s>

Mapping with programme outcomes

COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

UNIT- I:	Introduction	8 hours
Concepts and Definition: Health, Hygiene, diseases, Illness and Handicap. Medical Social Work: Meaning, Definition, objectives and Scope. Historical Development of Medical Social Work in India and Abroad.		
UNIT- II:	Health Care Models	12hours
Health Care Models: Preventive, Curative, Promotional Model. Integrative Model and Development Model. Holistic Approach to Health, Alternative System of Health – AYUSH (Ayurveda, Unani, Siddha, Yoga, meditation, Naturopathy). Health Education: Concept and Principle, Models, Methods and Techniques.		
UNIT- III:	Role of Social Worker:	12hours
Role of Social Worker: Patient as a person, Palliative care and Pain Management, Patient's Rights and Medical Ethics in health care. Concept of long-term hospitalization, Impact of long-term hospitalization on the patients and the families. Teamwork and Multidisciplinary approach in health care. Role and Functions of Medical Social Worker. Counselling and Rehabilitation – patients and their families of Organ Transplantation, Spinal Cord Injuries, Epilepsy, and Medico-legal Cases. Promoting health needs and functions of Rural and Urban Community Settings.		
UNIT-IV:	Diseases	10 hours
Diseases: Major communicable diseases: TB, STD, HIV/AIDS, UTI, Polio, Diarrheal Diseases, Vector Borne Disease, Typhoid, Leprosy, Leptospirosis, Respiratory Tract Infection (RTI). Major non communicable diseases: Cancer, Diabetes, Hypertension, Cardiac Disorders, Neurological Disorders, Asthma. Psychosocial Problems and the role of medical social worker in dealing patients: Physically Challenged, Nutritional Disorders, Occupational Health problems, Women's Health problems, Pediatric Health problems and Geriatric Health problems		
UNIT-V:	Medical Social Work practice in different settings:	8 hours
Medical Social Work practice in different settings: Hospitals, Out-Patient departments, Emergency / Crisis Care, ART Centers. Hospice, Special Clinics and Community Health. Role of Volunteers, Social Support and Self Help groups. Role of Medical Social Worker in Hospital settings. Problems encountered by Medical Social Workers in the field.		
Internal assessment methods		
Class test, organizing skill, self-gained abilities, evidence based social work at home town		
Text books <ol style="list-style-type: none"> 1. Webb John (2002) Medical Social Work: the Reference Book ; Trafford Publishing, Canada 2. Suvarnkhandi Sangameshwar S (2017) Social Work Practice in Health & Medical Profession, Book Enclave publisher, Jaipur References <ol style="list-style-type: none"> 1. Anderson R. & Bury M.(eds) (1988), Living with chronic illness-The Experience of Patients and their families, Unwin Hyman, London. 2. Bajpai P.K.(ed.)(1997), Social Work Perspectives in Health, Rawat Publications, Delhi. 		

3. Barlett H.M. (1961), Social Work Practice in the health field; National Association of social workers, New York.
4. Blaxter, Mildred (2004) Key Concepts on Health, Polity Publishers, New Delhi
5. Bradshaw & Bradshaw, (2004) Health Policy for Health Care Professional, Sage Publications, New Delhi.
6. Brannon & Feist, (2000) Health Psychology, TLARC Publication, Toronto.
7. Crowley M.F., (1967), A New look at nutrition; Pitman Medical Publishing Co., Ltd., London.
8. Dowding & Barr, (2002) Managing in Health Care, Pearson Education Ltd. London
9. Dziegielewska, Sophia, 2003 Changing Phase of Health Care, Social Series II Education, Sarabook, New Delhi.
10. Field M., (1963), Patients are people-A Medical-Social Approach to Prolonged Illness, Columbia University Press, New York.
11. Golstein D., (1955), Expanding horizons in medical social work, The University of Chicago Press, Chicago.
12. Pokarno K.L., (1996), Social Beliefs, Cultural Practices in Health and diseases; Rawat Publications, Delhi.
13. Pathak, S.H., (1961) Medical Social Work in India, Delhi School of Social Work, New Delhi.
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Mapping with programme outcomes

COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	PO10
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Course Code	P05	PAPER - 9 COMPUTER APPLICATION IN SOCIAL WORK	L	T	P	C
Paper type	core		4	-	-	3
Course Objectives:						
The main objectives of this course are to :						
1. Understand the fundamentals of computing and word processing.						
2. Understand the fundamentals word processing						
3. Gain knowledge in using spss in social work researches						
4. Familiarize in using spss in social work researches						
5. Gain knowledge and familiarity in using SPSS in social work researches						
Expected course outcomes:						
On the successful completion of the course, students will be able to:						
CO1	Define, classify, summarize, infer, compare Meaning, Characteristics, basic operations –input, storage, processing, output, ALU and control. Devices of a computer hard ware, software, types of software –application, system, utility. Meaning of programme.:					K1-K6
CO2	Discover about –application, system, utility. Meaning of programme.:					K1-K6
CO3	Acquire knowledge about . Devices of a computer hard ware, software, types of software – application, system, utility. Meaning of programme.					K1-K6
CO4	Find about . Practical –creating frequency table, cross tables, charts and statistical tests–chi square test					A1-A5
CO5	Actively participating, assisting in infer, Single frequency, bivariate analysis, charts and diagrams. Editing of table and charts, exporting tables and charts in word document. Interpretation of data, Application of statistical calculation and test,					P1-P6
Matching Table						
	i. Remembering	ii. Understanding	iii. Applying	iv. Analysing	V. Evaluating	vi. Creating
Unit I	Yes	Yes	Yes	Yes	No	No
Unit II	Yes	Yes	Yes	Yes	No	No
Unit III	Yes	Yes	Yes	Yes	No	No
Unit IV	Yes	Yes	Yes		No	No
Unit V	Yes	Yes	Yes	Yes	No	No
UNIT- I:	Introduction					8 hours

Fundamentals of a Computer: Meaning, Characteristics, basic operations –input, storage, processing, output, ALU and control. Devices of a computer hard ware, software, types of software –application, system, utility. Meaning of programme. Computer language –machine, assembly high level. Assembler, interpreter and compiler, operating system. Dos, Windows.		
UNIT- II:	Word Processing:	12hours
Word Processing: Meaning, Features, advantages. Structure of a word window. Creating, saving opening and printing documents. Creating tables. Mail merge-main document, data source and merging. Spread Sheet Package: Cell, rows and columns. Range, structure of excel window. Creating, saving opening and printing a spreadsheet, creating tables, charts, calculations. Presentation package: Creating presentations in power point, tables, charts. Animation running slide show, saving the slides, printing presentations. Internet and browsing E-Mail, use of Internet in Research. Practical - creating document, excel, power point and mail merge.		
UNIT- III:	Statistical Package for Social Science:	12hours
Statistical Package for Social Science: Basics of Statistical analysis–population, sample, case, case number, variable, variable level, types of variable –numeric, string, alphanumeric, system missing value, user defined missing value, code book and code sheet, types of statistics, Statistical tests, types of analysis. Structure of SPSS windows.		
UNIT-IV:	Creating data file, syntax file and output file:	10 hours
Creating data file, syntax file and output file: Defining data, Variable name, Variable label Values, value labels. Editing data file, adding cases, adding variables, saving files, retrieving data files, printing data file. Recoding of data. Practical –creating data file, syntax file, output file. Fixing output file in word.		
UNIT-V:	Analysis of data:	8 hours
Analysis of data: Single frequency, bivariate analysis, charts and diagrams. Editing of table and charts, exporting tables and charts in word document. Interpretation of data, Application of statistical calculation and test, measurement of central tendency, dispersion, Chi-Square test, „t“ test. Application of correlation, regression. ANOVA, factor analysis. Practical – creating frequency table, cross tables, charts and statistical tests–chi square test.		
Internal assessment methods		
Class test, organizing skill, self-gained abilities, evidence based social work at home town		
Text books		
<ol style="list-style-type: none"> 1. Kalyanaraman K, Ramanathan Hareesh N & Harikumar P.N.(2016) Statistical Methods for Research: A Step by Step Approach, Atlantic Publication 2. Asthana Hari Shankar& Bhushan Braj(2018)Statistics for Social Sciences Kindle Edition 		
References		
<ol style="list-style-type: none"> 1. Barrett, Neil. 1997. 30 Minutes to master Internet. Kongan Page India pvt. Ltd. New Delhi. 		

2. Foster, J.J. 1998. Data Analysis Using SPSS for Windows. Sage Publications Ltd. London.
3. Kelle, V. 1998. Computer Aided Qualitative Data Analysis. Theory, Methods and Practice. Sage Publications Ltd. London.
4. Lincoln, Y. S. and N. K. Denzin. 1994. Handbook of Qualitative Research. Sage Publications. California.
5. Mansfield, Ron. 1997. The Compact Guide to Microsoft Office Professional. Sybex Computer Books Inc. USA.
6. Miles, M.B. and E.A. Weitzman. 1995 Computer Literacy in Human Services. The Haworth Process. New York.
7. Saxena, Sanjay. 1999. A First Course in Computers. Vikas Publishing House Pvt. Ltd. New Delhi.
8. Sheldon, Tom. 1997. Windows 3.1 Made Easy. McGraw-Hill Companies Inc. New York.
9. Singh and Singh. 1998. Windows 95 Illustrated. Asian Publishers. New Delhi.
10. Spencer, D.D. 1998. The Illustrated Computer Dictionary. Bell and Howell Company. USA.
11. Sundarajan, K. 1998. Internet. Kandadasan Pathippagam. Chennai.
12. Taxali, R.K.. 1998 PC Software Made Simple. Tata MCGraw-Hill Publishing Company Ltd. New Delhi.
13. Taxali, R.K. 1998. PC Software for Windows Made Simple. Tata MCGraw-Hill Publishing Company Ltd. New Delhi.
14. Vaughan, T. 1994. Multimedia: Making It Work. Osborne McGraw-Hill. California.

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Mapping with programme outcomes

COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

week and expected to spend a minimum of 15 hours per week in the field where they are placed.

The first year students are placed in villages or hospitals or schools or NGOs or government offices or counseling centers or welfare organizations or service organization for their practice based social work. During the placement they have to practice all the primary methods of social work. One has to help minimum of 3 clients using casework method, and form one group and practice group work method following all the stages of group work practice with at least 10 sessions and in the community conduct common program or solve an issue of the community following the principles of community organization and social action.

Every week the students write a report of their activities and submit to the concerned field work supervisor. The supervisor conducts individual and group conference regularly.

Internal assessment methods

The CA marks are awarded by the supervisor out of 40 marks for the quality, regularity, initiatives, leadership, participation and team worker.

At the end of the semester Viva Voce is conducted by an external examiner and marks are awarded out of 60 for theoretical knowledge (15), practice skills (15), reporting(10), communication(10) and presentation(10).

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Mapping with programme outcomes

COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Governments. Liberalism, Globalization and changing nature of social policy in India.		
UNIT- II:	Social Legislation for Marriage and Family:	12hours
Social Legislation for Marriage and Family: Legal provisions related to Family, Family Court Act and procedures.Legal provisions related to Marriage amongst Hindu (Hindu Marriage Act);Islam, Christianity and Special Marriage Act.Laws related to Maintenance and Dowry Prohibition Act		
UNIT- III:	Social Legislation for Women and Children	12hours
:Social Legislation for Women and Children : Legal provisions related to Women.Law related to Domestic Violence,Law related to Trafficking of women and Children.Sexual Harassment at workplace Act.Indecent Representation of Women act. Legal Provisions related to Child Adoption,POSCO,Probation Offenders Act,Juvenile Justice Act,Child Labour, Right to Education etc.		
UNIT-IV:	Social Legislation for Weaker Sections and Special Groups in India	10 hours
Social Legislation for Weaker Sections and Special Groups in India: Legal provisions related to Scheduled Castes & Scheduled Tribes; Untouchability, Protection of Civil Rights, Prevention of Atrocities, Prohibition of Employment as Manual Scavengers and Rehabilitation, Beggars, LGBT . Laws related to Cyber Crime.		
Internal assessment methods		
Class test, organizing skill, self-gained abilities, evidence based social work at home town		
Textbook <ol style="list-style-type: none"> 1. Gangrade .D.H(2011) Social Legislation in India. Concept Publishing, New Delhi. References <ol style="list-style-type: none"> 2. Anand Telumbde (2017). Dalit: Past, Present & Future, Routledge. 3. Beteille, A (1981) The Backward Classes and the New Social Order. New Delhi: Oxford 4. Brammer .A.(2010) Social Work Law, Harlow Pearson Education. Delhi. 5. Helen Carr and David Goosey (2017), Law for Social Workers, OxfordUniversity Press. 6. Ishwar Modi (2015). Gender, Identity & Multiple Marginalities, Rawat Publication, Jaipur 7. Karen J Warren (edi) (2014). Ecofeminism: Women, culture & Nature, Rawat Publication, Jaipur 8. Laird.S (2010) Practical Social Work Law, Harlow Pearson Education. 9. P.D. Mathew & P.M. Bakshi (2000) Hindu Marriage and Divorce, Indian Social Institute, New Delhi 10. P.D. Mathew. (1995) Family Court, Indian Social Institute, New Delhi. 11. P.D. Mathew.(1998) Public Interest Litigation. Indian Social Institute, New Delhi. 12. Pauline Kolenda (2015). Caste, Marriage & Inequality: Essays on North &South India, RawatPublication, Jaipur & New Delhi. 13. Stancy L Mallicot (2012). Women & Crime, Sage Publication, New Delhi. 		

14. Sukhadeo Thorat & Nidhi Sadana Sabharwal (ed.,) (2014). Bridging the Social Gap; Perspectives on Dalit Empowerment, Sage Publication.

15. Sumit Sarkar & Tanika Sarkar (edi) (2014). Caste in Modern India, Permanent Black, Vol-I & II.

16. Suzy Braye and Michael Preston (2010) Practising Social Work Law, Palgrave Macmillan.

Wilson, K., Ruch, G., Lymberry, M. and Cooper, A. (2011) 'What do we mean by relationship based practice?' extract from *Social Work: An Introduction to Contemporary Practice*, Harlow, Pearson Education.

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Mapping with programme outcomes

COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Course Code	P05	A. SOCIAL JUSTICE & HUMAN RIGHTS	L	T	P	C
Paper type	CORE ELECTIVE PAPER - 1		4	-	-	3
Course Objectives:						
The main objectives of this course are to :						
1. Understand concepts of social justice, empowerment in the context of Human Rights and rights based perspective in social work practice						
2. Identify structural barriers, inequalities and systemic changes existing in the society						
3. Critically examine legal mechanisms available for protection of human rights of different vulnerable groups of the society						
4. Understand the various government and non government interventions for protecting and promoting rights of the vulnerable groups and marginalized communities.						
5. Develop knowledge of the code ethics of professional social workers.						
Expected course outcomes:						
On the successful completion of the course, students will be able to:						
CO1	Define, classify, summarize, infer, compare, Dimensions of Social Justice and Human Rights					K1-K6
CO2	Discover about Marginalization and Human Rights Issues:					K1-K6
CO3	Acquire knowledge about Instruments of Social Justice and Protection of Human Rights:					K1-K6
CO4	Find about National Institutions for Protection of Social Justice and Human Rights					A1-A5
CO5	Actively participating, assisting in Social Work Practice for Social Justice and Human Rights Perspective:					P1-P6
Matching Table						
	i. Remembering	ii. Understanding	iii. Applying	iv. Analysing	V. Evaluating	vi. Creating

Text books

- 1.
2. Singh A K 2014 Human Rights and Social Justice. VL Media Solutions, India
3. Iyer, V.R.K 1984 Justice in Words and Justice in Deed for Depressed Classes. New Delhi: IndianSocial Institute.

References

1. Bakshi, P.M. 1999 The Constitution of India. Delhi: Universal law Publishing Co. Pvt. Ltd
2. Baxi, U. 2002 The Future of Human Rights, New Delhi: OxfordUniversity press.
3. CDHR 2004 The Right to Development: A primer, Centre for Development of Human Rights, New Delhi: Sage Publications.
4. Chandra, A. 2000 Human Rights Activism and Role of NGO's, Delhi: Rajat Publications.
5. Clayton, M., & Williams, A. (eds) 2004 Social Justice. Oxford: Blackwell Publishers
6. Hebsur, R.K. (ed.) 1996. Social Interventions for Social Justice, Bombay: Tata Institute of Social Sciences
7. Hutchison J L. et al. 1993 The Process of Empowerment: Implications for Theory and Practice Canadian Journal of Community Mental Health 12:1, Spring 1993, Pages 5-22.
8. Ife, J. 2001 Human Rights and Social Work: Towards Rights-based Practice. UK: CambridgeUniversity Press
9. Janusz S. 2003 New Dimensions and challenges for human rights(ed), Manual on Human Rights (UNESCO publishing), Rawat Publication.
10. Jodhka, Surinder S. 2015 'Caste in Contemporary India', New Delhi: Routledge.
11. Krishna PS. 2017 Social Exclusion and Justice in India. Taylor & Francis
12. Kummitha R 2015 Social Exclusion: The European Concept for Indian Social Reality, Social Change , 45(1) 1–23 SAGE Pvt.Ltd.
13. Michael J. Sandel 2010 Justice: What's the Right Thing to Do? Farrar, Straus and Giroux; Reprint edition
14. Nirmal, C.J. 1999 Human Rights in India – Historical, Social and Political Perspectives, Delhi: OxfordUniversity Press
15. Pereira W. 1997 Inhuman Rights: The Western System and Global Human Rights Abuse, Goa: The Other India Press
16. Reichert, E. 2003 Social Work and Human Rights: A Foundation for Policy and Practice, New York: ColumbiaUniversity press
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Course Code	P05	C. CHILD RIGHTS AND ACTION	L	T	P	C
Paper type	OPEN ELECTIVE PAPER - 3		4	-	-	3
Course Objectives:						
The main objectives of this course are to : 1. Derive a conceptual understanding of child protection and child rights, and to gain an Insight about the profile of children in india and the main needs and issues faced by them. 2. Gain a critical understanding about the policies and legislative framework pertaining to care and protection of children. 3. Acquire an understanding about the child welfare and development programmes for Children in the indian context. 4. Gain a familiarity with child right practices for the protection and promotion of child Rights in India. 5. Gain a familiarity with best child right practices for the protection and promotion of child rights in India.						
Expected course outcomes:						
On the successful completion of the course, students will be able to:						
CO1	Define, classify, summarize, infer, compare Children and Their Needs					K1-K6
CO2	Discover Child Welfare and Rights : Indian and International Perspectives.Constitutional and legislative provisions.Policies related problems					K1-K6
CO3	Recall the Child Welfare Administration: Institutions and Mechanisms for Child Protection & Action					K1-K6
CO4	Find the Role of State, civil society and NGOs, media and social work professionals.					A1-A5
CO5	Best practices in child right: Strategies, stake holders and mechanisms					P1-P6
Matching Table						
	i. Remembering	ii. Understanding	iii. Applying	iv. Analysing	V. Evaluating	vi. Creating
Unit I	Yes	Yes	Yes	Yes	No	No
Unit II	Yes	Yes	Yes	Yes	No	No
Unit III	Yes	Yes	Yes	Yes	No	No
Unit IV	Yes	Yes	Yes		No	No

7. Bajpai, A, (2003) Child Rights in India- Law Policy and Practice, OxfordUniversity Press Delhi.
8. Bare Acts CRC (Convention on the Rights of the Child), adopted by the General Assembly of the United Nations on 20 November 1989.
9. Government of India (2009), Initiatives towards Elimination of Child Labour - Action Plan and
10. Present Strategy, [http:// childlabourinfo.bldspot.com](http://childlabourinfo.bldspot.com). *Government ofIndia, Census, 1991.
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Mapping with programme outcomes

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SEMESTER IV

Course Code	P05	Organizational behaviour			L	T	P	C
Paper type	Core				4	-	-	3
Course Objectives:								
The main objectives of this course are to :								
1	Gain knowledge about organizational behaviour.							
2	Understand the functions and activities of organizational behavior.							
3	Acquire the skills of working with organized sectors and human resources.							
4	Gain knowledge in current trends in ob practices							
5	Update the relevance of OB in social work							
Expected course outcomes:								
On the successful completion of the course, students will be able to:								
CO1	gain knowledge about organizational behaviour.							K1-K6
CO2	understand the functions and activities of organizational behavior.							K1-K6
CO3	acquire the skills of working with organized sectors and human resources							P1-P6
CO4	Gain knowledge in current trends in OB practices							K1-K6
CO5	Update the relevance of OB in social work							K1-K6
Matching Table								
	i.Remembering	ii. Understanding	iii. Applying	iv.Analysing	V.Evaluating	vi.Creating		
UnitI	Yes	Yes	Yes	Yes	No	No		
Unit II	Yes	Yes	Yes	Yes	No	No		
Unit III	Yes	Yes	Yes	Yes	No	No		
Unit IV	Yes	Yes	Yes	Yes	Yes	Yes		
Unit V	Yes	Yes	Yes	Yes	No	No		
UNIT- I:	Introduction							8 hours
Organizational behaviour: Brief History, Definition, Contributions of the Behavioral Sciences -Human Behavior at Work - Theories of Motivation – Motivating Humans – Systems Theory, EQ at Work - Stress and anxiety management, Frustration, Conflict. Job Satisfaction, Job Rotation, Job Clarification, Employee Morale, Job Monotony and Role Conflict.								
UNIT- II:	Team-work and Team building, Change Management, Leadership:							10hours
Team-work and Team building, Change Management, Leadership: Theories, Styles and power structure, Decision-Making - Employee Participation and Organizational Commitment.								
UNIT- III:	Organizational Development:							10hours
Organizational Development: Concept, Definition, theories and practice: OD and OB, OD Intervention techniques: Sensitivity Training, Quality Circles, Survey Feedback, Management of change. Concept of								

Organsational Culture and Organisational Climate.											
UNIT-IV:		Current Trends in OB Practices:									10 hours
Current Trends in OB Practices: Just-in-time (JIT), 5S Model, HR Connect, Six Sigma and Lean Six Sigma, Total Productivity Management (TPM), Total Quality Management (TQM), Small Group Activities (SGA), Kaizen Groups, International Standard Organization (ISO), SEI, IED, Suggestion Scheme and QWL. Work-life Balance.											
UNIT-V:		Relevance of OB in Social Work									12 hours
Relevance of OB in Social Work - Challenges involved in application and practice of OB. Behavioral changes in individuals and teams. – Case study presentations.											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Prasad L. M., 2014, Organizational Behaviour, Sultan Chand And Sons, New Delhi.											
Aswathappa K., Organizational Behaviour, Himalaya Publishing House, Mumbai.											
Avinash K Chitale And Rajendra Prasad Mohanty And Nishith Rajaram Dubey, 2013, Organizational Behaviour, Phi Learning Pvt Ltd, New Delhi.											
Dipak Kumar Bhattacharyya, 2013, Organizational Behaviour, Oxford University Press, New Delhi.											
Gareth R Jones, 2007, Organizational Theory Design Chage, Dorling, Kindersley Ind Pvt Ltd, New Delhi.											
Jai B P Sinha, 2008, Culture And Organizational Behaviour, Sage Publications, New Delhi.											
Online Contents											
Journals.sagepub.com											
www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Waste land development – meaning and characteristics. Identification of waste land, assessment of waste land, process of waste land development. Role of NGOs in waste land development. Role of government in waste land development. People’s participation in waste land development. National economic development and waste land development. Limitations of waste land development. Role of social worker in waste land development projects.											
UNIT-IV:		Entrepreneurship									10 hours
Entrepreneurship – meaning, characteristics. Problems of entrepreneurship. Women entrepreneurs, rural entrepreneur. Personality and dynamics of entrepreneurs. Training and development of entrepreneurs. Role of SIDCO, TADCO, NABARD, SSIS.SIPCT, and KVIC in entrepreneur development. Role of social workers in entrepreneur development.											
UNIT-V:		Environment, Ecology, Ecosystem									12 hours
Environment, Ecology, Ecosystem – meaning. Environmental components – physical or natural, human, social, biotic. Environmental problems – green house effect, global warming, ozone destruction, acid rain, radiation, soil erosion. Causes of environmental problems – industrial revolution, population growth, technological development. Constitutional provisions – Article 48A, 51.											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Lalitha.N. 2003. Self Help Groups in Rural Development. Dominant publications. New Delhi.											
Sharma R. K. 2011. Entrepreneurship Development. Himalaya publications. Bombay.											
Daniel A.V. 2011. Strategies for Agricultural Development. Vora publications. Bombay.											
Danial Lazer. 2008. Micro Training Poverty and Eradication. New Century publications. New Delhi.											
Desai Vasant. 2008. Dynamics of Entrepreneurial Development. Sultan Anand & sons. New Delhi.											
Giriappa. S. 2011.Water the Efficiency in Agriculture. Oxford Press. Calcutta.											
Online Contents											
Journals.sagepub.com											
www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Integral primary care, Four Quadrant model. Chronic care model (Wagner). Self determination theory (Ryan &Deci). Motivational Interviewing.5A’s model. Patient self management. Patient activation. IMPACT model. SBIRT model. Trans-theoretical model. Continuum of collaboration. Shared care. Common factors model (Duncan, Miller & Hubble Wampold). Multidisciplinary communication. Strength based assessment. Solution focus & brief therapy. Integrative medicine. Complementary and alternative therapies. Health care management (Lorig). Stress Vulnerability model.											
UNIT-IV:		Clinical social work in various settings:									10 hours
Clinical social work in various settings: Clinical Social Work & Direct Social Services. Practice of clinical social work in different setting: Family service agencies, child welfare agencies, school settings, correctional institutions, general hospital settings & de-addiction centers, industrial settings, nontraditional mental health services, national & international charitable organization. Working with multi-disciplinary team, industrial health services, law and ethics relating to clinical social work, clinical social worker as case manager evidence based social worker.											
UNIT-V:		Promotion, Prevention, Treatment and Rehabilitation:									12 hours
Promotion, Prevention, Treatment and Rehabilitation: Definition: Promotion, Prevention, Treatment& Rehabilitation. Engage in research informed practice & practice informed research, barriers to treatment. Stages of change. Spontaneous/Natural recovery. Court mandated treatment. Self awareness, self care and critical reflections											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Cooper Marlene & Lesser Joan Granucci(2014) Clinical Social Work Practice: An Integrated Approach, Pearson Publication, Chennai											
Munson Carlton(1993)Clinical Social Work Supervision: Second Edition, Routledge Publication											
Hepworth, D. H., Rooney, R. H., Rooney, G. D., & Strom-Gottfried, K (2013). Direct social work practice: Theory and skills (9th ed.). Belmont, CA: Brooks/Cole Publishing Co.											
Ludwig, A. (1985). Cognitive processes associated with “spontaneous” recovery from alcoholism. Journal of Studies on Alcohol, 46, 53-58.											
Whitten, L. (2006). Court-mandated treatment works as well as voluntary. NIDA Notes, 20(6), 1&6.											
American Psychiatric Association (APA). (2000). Quick reference to the Diagnostic Criteria from DSM-IV-TR. Washington, DC: Author.											
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www.cswe.org											
www.socialworkers.org											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

employers organization, membership and finance. Issues and Challenges of Trade unions in India. Emerging Trends in Union – management relations: Impact of Globalization and Liberalization. New Paradigms of Industrial Relations in India.											
UNIT-V:		International Labour Organization									12 hours
International Labour Organization: History – Mission and Objectives – Structure: International Labour Office , General Body and International Labour Conference –Functions of ILO . Concept of Tripartism in ILO in India: India-Decent Work Country Program											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
BD Singh. 2010. Industrial Relations and Labour Laws. Excel Books Publications.											
Bhatia S.K. 2008. Industrial Relations and Labour Laws. 2008. Deep and Deep Publications.											
Ajay bhola, J.N Jain. 2009. Modern Industrial Relations and Labour Laws. Regol Publications.											
Anuradha Sharma, Aradhana Khandekar,2009, Strategic Human Resource Management an Indian Pespective, 2 Ed, Sage Publications Ltd, New Delhi.											
Hiriappa B, 2008, Strategic Management, New Age International P. Ltd, Publishers New Delhi											
Jain J.N. 2009. Modern industrial Relations and Labour Laws. Regal Publications. New Delhi.											
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Journals.sagepub.com											
www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

UNIT- III:	Social Accounts:	10hours									
Social Accounts: Social Accountability-Concept; Social accounting- Concept – History, Scope, objectives and importance. Principles of social accounting – Models of social accounting – Approaches – Steps involved in Social accounting - Benefits and challenges of social accounting, Distinction between financial accounting and social accounting.											
UNIT-IV:	Community Social Audits:	10 hours									
Community Social Audits: Social Audit: Concept, Scope, Objectives. Principles of social audit: Transparency, Participation, Representative Participation and Accountability. Types of social audit. Stages in social audit: Preparatory stage, Implementation stage and Follow up – Benefits and challenges of social audit – Social Audit vs Financial Audit – Community Audit: Role of gram panchayat and gram sabha in social audit											
UNIT-V:	Skills for Social Worker:	12 hours									
Skills for Social Worker: Use of existing Livelihood frame works in the community, Practical use of tools and techniques for social Accounting and auditing - Social Impact Assessment (SIA), Social Accounting and Auditing (SAA) and Community Auditing and Reporting, Writing the books of accounts and auditing. Documentation and Reporting.											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Baumgartner, Ruedi. 2004. In search of sustainable livelihood systems. Sage publications, New Delhi.											
Yanovsky, M. 2009. Social Accounting Systems. Transaction Publishers. New Jersey											
Aggarwal, Nomita. 2003. Social auditing of environmental laws in Inida. New Century Publications. New Delhi.											
Auret, Diana and et.al. 2009. Participatory social auditing:a practical guide to developing a gender-sensitive approach. Institute of development studies. Brighton.											
Ball, Amanda and Stephen O. Osborne. 2011. Social accounting and public management: accountability for the common good. Routledge Publisher. New York.											
Basu, S. K. 2006. Auditing: Principles and Techniques. Dorling Kindersley (India) Pvt. Ltd. New Delhi.											
Online Contents											
Journals.sagepub.com											
www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

: Acceptance and commitment therapy (ACT), Behavioural therapy, Cognitive analytic therapy (CAT), Cognitive behavioural therapy (CBT) and Cognitive therapy. Psychoanalytical and psychodynamic therapies: Jungian therapy, Psychoanalysis, Psychoanalytic therapy, Psychodynamic therapy.											
UNIT- III:		Humanistic therapies									10hours
Humanistic therapies: Existential therapy, Gestalt therapy, Human Givens psychotherapy, Person-centred therapy (also known as "client-centred" counselling), Psycho synthesis, Solution-focused brief therapy, Transactional analysis and transpersonal psychology. Arts therapies : Art therapy/Art psychotherapy, Drama therapy, Music therapy. Other therapies : Couple Therapy, RET & REBT, Behaviour Modification, Psychodrama, and Crisis intervention, Eye movement desensitization and reprocessing (EMDR), Family/Systemic therapy, Group therapy, Integrative, Interpersonal therapy, Mindfulness, Play therapy and Psychosexual therapy. Role of Social Worker.											
UNIT-IV:		Indigenous and Current Techniques:									10 hours
Indigenous and Current Techniques: Yoga, Meditation, Spiritual Healing and Relaxation Therapy. Emerging trends in Healing- Transactional Analysis, Neurolinguistic Programming, Positive Imaging, Self analysis and Healing, Pain Management techniques, Trauma counseling PTSD Therapy- Use of Art Based Therapies in the healing Process. Application of Social Case Work, Social Group Work in therapeutic setting- Emerging trends.											
UNIT-V:		Rehabilitation:									12 hours
Rehabilitation: Definition, principles, need and importance. Options in rehabilitation- Hospital based- quarter way home, vocational and occupational rehabilitation half way homes, therapeutic communities, day care centers, work place rehabilitation etc. Community based rehabilitation: Meaning and Definition, Objectives, Approaches, components. Use of Advanced Counseling Techniques in clinical settings.											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Lapworth, Phil, 2001 Integration in Counselling and Psychotherapy: Developing a personal approach, sage publications, New Delhi.											
Allen, H. Frederick, psychotherapy with Children,1942, W.W.Norton Company. INC, New York											
Coleman, Comprehensive Textbook of Abnormal Psychology											
Egan, Gerard, 2006 The skilled helper: A problem management and opportunity, 10. Development Approach to helping, Wadsworth publishers, Boston, USA											
Hamilton, Gordon, 1955, Theory and Practice of Social Case Work, Columbia University Press, New York, USA											
Harper A. Robert ,1975,The New Psycho therapies, Prentice Hall, INC, New Jersey											
Online Contents											
Journals.sagepub.com											
www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S

CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

- ☐ Practice skills and techniques of Social Work
- ☐ Adhere ethics and values of Social Work Profession

Report writing

- ☐ Field work activities in observation note with signature of agency supervisor
- ☐ Detailed Report on Daily Field work Activities in Field Work Record

Individual Conference

- ☐ Discuss activities in field work agency
- ☐ Identify gaps in applying theory into practice
- ☐ Express problems, difficulties faced in field work

Filed work Components

In the Fourth semester field work, the students are placed in agencies according to their specialization and they undergo the field placement training under the close supervision of the agency personnel.

2. The students get hands on experience of the day –to- day functioning of the agency. They assist the agency in their routine functions of the organization and participate in all the professional activities. It provides them an opportunity to link theory with practice.

3. The students also undertake any assignments given to them by the agency; they may also undertake any research for the organization.

4. Students should be given ample opportunity and exposure to learn and experience from various national and international Organizations of repute (government & non-government, statutory bodies, NGOs, etc.) in the form of field trip that can change and promote their professional perspectives.

Internal assessment methods

Class test, practicing skill, documentation and problem solving skills

The CA marks are awarded by the supervisor out of 40 marks for the quality, regularity, initiatives, leadership, participation and team work.

At the end of the semester Viva Voce is conducted by an external examiner and marks are awarded out of 60

Text books

Sanjoy Roy, 2012, Fieldwork in Social Work, Rawat Publications.

Subhedar I.S. 2001, Field work Training in Social Work, Rawat Publications.

Joselyn T Lobo, 2017, Field Work in Social Work Education, Asian Trading Corporation

Online Journals

https://shodhganga.inflibnet.ac.in/bitstream/10603/16128/10/10_chapter%203.pdf

2. <https://www.socialworkfootprints.org/english-articles/field-work-practicum-in-social-work->

education-the-challenges-pitfalls-and-practical-solutions											
3. https://www.socwork.net/sws/article/view/310/651											
4. https://socialworkeducationbd.blogspot.com/2019/11/importance-of-field-practicum-in-											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	PO10
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

☐ Tabulation, code development/themes (qualitative)

☐ Interpretation of the data

Components

Front pages: Cover Page, Title page, Certificate, declaration, acknowledgement, Preface, Table of Content, List of Tables, List of figures, Abbreviation

Chapter I Introduction

Chapter II Review of Literature (appropriate title may be given)

Chapter III Methodology

Chapter IV Analysis and Interpretation

Chapter V Main Findings

Chapter VI Suggestions

Chapter VII Summary and Conclusion

Bibliography

Appendix

The project should be valued for 75 marks by an external examiner; however the Viva-Voce examination should be conducted by both the external examiner appointed by the University and the respective internal examiner / guide/teacher concerned. The average of marks awarded in the

Internal assessment methods

The project should be valued for 75 marks by an external examiner; however the Viva-Voce examination should be conducted by both the external examiner appointed by the University and the respective internal examiner / guide/teacher concerned. The average of marks awarded in the viva-voce by both the external examiner and the internal examiner is to be intimated along with the marks obtained by the candidate in project evaluation to the University.

Text books

Flick U (2014) An Introduction to Qualitative research Sage, New Delhi

Kothari, CR (2000) Research Methodology: Methods and Techniques: new Age International Publications New Delhi

Lal Das DK (2009) Research Methods for Social work, Rawat Publication New Delhi

Online Journals

https://onlinecourses.nptel.ac.in/noc20_ge01/preview

https://onlinecourses.nptel.ac.in/noc20_hs78/preview

Mapping with programme outcomes

COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Impact of disaster: A. Impact : Physical, social, economic, and psychological impact of disasters. impact on the individual, family, and community. b. Compensation,c. Housing support. d. Livelihood and community micro planning.											
UNIT-V:		Issues in disaster:									12 hours
Issues in disaster: a. Gender issues in disaster b. Children in disaster: c.Disaster mental health and psychosocial care d. Capacity building. Policies and role of government sectors: role of state, central government, UN agencies, international organisations and NGOs. Role of Social Workers in Psycho-social Support. Role of Agencies in Disaster Management: Role of Government in Disaster Management – National Disaster Management Authority (NDMA) – Role of International Organisations and Civil Society Organisations											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Julie Freestone And Rudi Raab, 2004, Disaster Prepsredness, Viva Books Pvt Ltd, New Delhi											
Form William H and Sigmund Nosow (1958), Community in Disaster, Harper and brothers Publishers, New York											
Julie Freestone And Rudi Raab, 2004, Disaster Prepsredness, Viva Books Pvt Ltd, New Delhi											
Klinenberg Eric (2002), Heat Wave: A Social Autopsy of Disaster in Chicago, University of Chicago Press, Chicago.											
Mamata Swain, Jaganath Lenka, Minati Mallick, 2007, Gender Perspective in Disaster Management, Serials Publications, New Delhi											
Parida P.K. (2002), Towards Rebuilding a Post Disaster Society: A Case Study of Super Cyclone Affected Coastal Orissa , The Indian Journal of Social Work, Vol 63, Issue 2.											
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Journals.sagepub.com											
www.researchgate.net											
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CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

UNIT-V: CSR										12 hours	
CSR- Success Stories in Indian Context – Infosys, TISS, TISCO, USHA. ASSOCHAM Reports in CSR.CSR Awards.											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Mitra Nayan& Schmidpeter Rene (2017) Corporate Social Resoponsbilty in India;Springer Publication											
Akhileshwar Pathak, 2014, Legal Aspects Of Business(Sixth), McGraw Hill Publications, New Delhi.											
Garg K.C. And V.K. Sareen And Mukesh Sharma And R.C.Chawla, 2008, Legal Environment Of Business, Kalyani Publications, Chennai.											
Jeffrey A Mello, 2011, Strategic Management Of Human Resource(Third), Cingage Learning Ind Pvt Ltd, New Delhi.											
John D Daniels And Lee H Radebaugh And Daniel P Sullivan, 2005, International Business(Tenth), Pearson Eduction Pvt Ltd,New Delhi.											
John R Baotright, 2003, Ethics And Conduct Of Business(Fourth), Dorling Kindersley Ind Pvt Ltd, New Delhi.											
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www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

information regarding patients, medical information, attendants“ management.											
UNIT-IV:		HRM in Hospitals:									10 hours
HRM in Hospitals: Nature and Scope of HRM – Meaning and Definition – Functions – Objectives – Organisation of HRM Department - Policy Evolution of Personnel - Duty Roster of various categories of Staff - Administration of Patient Related Schemes: Medical Insurance (Cashless Benefit), Central Government Health Scheme (CGHS), Ex-Servicemen Contributory Health Scheme (ECHS), Third Party Administrator (TPA), Employee“s State Insurance (ESI) - Hospital Waste Management - Methods of Infection Control - Standard Operating Procedures (SOPs) - Availability of Materials: Critical Items, Stock Level, Procurement Methods.											
UNIT-V:		Challenges in Hospital Administration									12 hours
Challenges in Hospital Administration; Disaster Management: Fire Fighting. Dealing with Crisis Situation, Mob violence, Bomb threat, Terrorist strike, Mass casualties, Political agitation, Prisoners - Hospital Security: Staff, Patients, New born babies, Female staff/Patients, Stores. - Application of Hospital Information System (HIS) & Management Information System (MIS) - Accreditation – Tele health - Health Tourism - Health Insurance and Managed Care.											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Goel S.L. & R. Kumar, Hospital Administration and Management, Deep & Deep Publications, New Delhi.											
Sankara Rao M., 1992, Hospital Organization and Administration, Deep & Deep Publications, New Delhi.											
Dave P.K., Shakti Gupta, NK Parmar, Sunil Kant, Emergency Medical Service and Disaster Management - A Holistic Approach, Jaypee Brothers Medical Publishers Pvt. Ltd., New Delhi.											
Hem Chandra , Hospital Equipment Management, Bharat Book Centre, Lucknow											
Katakam A., GD Kunders, S Gopinath, Hospitals Planning, Design and Management, Tata McGraw-Hill Publishing Company Limited, New Delhi.											
Nalini V.Deve, 1991, Hospital Management, Deep & Deep Publications, New Delhi.											
Online Contents											
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CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

and youth in India; Social Work response to vulnerable group (sexual minorities, lesbians, gays)											
UNIT-IV:		Social work in various settings:									10 hours
Social work in various settings: Educational institution, Industries and corporate sector, Government and Non-government organization, Health and Community setting. Social work and human rights, RTI											
UNIT-V:		Emerging area of social work practice:									12 hours
Emerging area of social work practice: Disaster Management; children- in conflict with-Law, domestic violence, child abuse, geriatric, suicide prevention, Emerging issues related to environment: Water Conservation, Rain Water Harvesting, Watershed Management, Resettlement and Rehabilitation: People living with HIV/AIDS, war victims (refugees), displaced of natural and man-made disasters, working with differently abled.											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
CN Shankar Rao(2005) Sociology of Indian Society, S Chand Publications, New Delhi											
D Paul Chowdhry, (2006) Social Welfare Administration, Atma Ram & Sons, Delhi											
Bandhu Desh, Singh, Harjith and Maitra A.K(1990) Environmental Education and Sustainable Development, Indian Environmental Society, New Delhi.											
Chand Attar (1985); Environmental Challenges, A Global Survey, UDH Publishers, New Delhi.											
Chandu Subba Rao (2000) Development of Weaker Sections, Rawat Publications, Jaipur											
Chaturvedi T.N. (1981) Administration for the Disabled; Policy and organizational Issues, Indian Institute of Public Administration, New Delhi.											
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CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Individuals in groups–group norms, group conformity vs. deviation; Propaganda, rumours and the social affects.											
UNIT-V:		Adjustment and maladjustment:									12 hours
Adjustment and maladjustment: Concept and factors of adjustment, Stress: concept, types of stress-frustration, conflict and pressure. Coping mechanism: task oriented and defence oriented mechanisms. Indigenous approaches: Yoga and meditation											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Elizabeth B.Hurlock,2005,Child Development, Tata Mc Graw-Hill Publishing Company Ltd, New Delhi 2. Saraswathi T.S 1975 Developmental Psychology in India; SAGE Publications Pvt. Ltd											
Clifford Morgan Richard, King , John Weisz , John Schopler 2001 Introduction to Psychology, Mcgraw Hill Education											
Commer Ronald. J Worth2001 Abnormal Psychology , New York , Publications, 41Madison Avenue											
Elizabeth B Hurlock,2009, Development Psychology(Fifth), Tata Mcgraw-Hill, New Delhi											
John W Santrock, 2011, Life Span Development(Thirteen), Tata Mcgraw-Hill, New Delhi											
Lewis R Aiken And Gary Groth-Marnat,2009, Psychological Testing And Assessment, Dorling Kindersley Pvt. Ltd, New Delhi											
Online Contents											
Journals.sagepub.com											
www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

organizational psychology											
UNIT-IV:		Emotions and Emotional Intelligence									10 hours
Emotions and Emotional Intelligence: What are emotions - the characteristics of Emotions - Understand the interlinking of emotions and moods- the role of emotions - type of emotions - the categories of positive and negative emotions- the sources of emotions and moods - the relation between emotions and performance - Emotional Intelligence (EI) - the importance of Emotional intelligence - the domains of EI - the interrelationship between EI and leadership - the interrelationship between EI and conflict management - the interrelationship between EI and career success - the case for and against Emotional Intelligence as a concept.											
UNIT-V:		Stress and well-being at work:									12 hours
Stress and well-being at work: The concept of stress - the fight-or-flight response to stress - the General Adaptation Syndrome (GAS) - The approaches to stress: The Homeostatic/ Medical Approach - Cognitive Appraisal Approach- the Person-Environment Fit Approach- The Psycho-analytic Approach. The causes and consequences of stress. Individual response to stress - the consequence of stress - the Impact of stress on Performance.- “Burnout” - the factors resulting in Burnout- Impact of Job Burnout - The methods of managing stress - framework for preventive stress management - the various organizational techniques for stress prevention - Understand managerial implications of stress. Text books											
Internal assessment methods											
Class test, practicing skill, documentation and problem solving skills											
Text books											
Blum M.L (2004) Industrial Psychology : Its Theoretical And Social Foundations: CBS, New Delhi											
Michael G. Aamodt 2013 Industriail psychology , Cengage; 7 edition											
Bandura A(1977) “Social Learning Theory” Prentice Hall Englewood Cliff N.J											
Cattell R. B (1946) Description and Measurement of Personality” World, New York.											
Eysenck H. J and Eysenck S.B.J (1969) “Personality Structure and Measurement” Rutledge, London.											
Eysenck M.W (1994) “Individual Differences” Erlbaum Hillsdale NJ.											
Online Contents											
Journals.sagepub.com											
www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

www.researchgate.net											
Mapping with programme outcomes											
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO9	P010
CO1	M	S	S	M	S	M	S	S	S	M	M
CO2	S	M	S	S	M	S	S	M	M	S	S
CO3	S	S	M	S	M	S	M	S	S	M	M
CO4	M	S	M	S	M	S	M	S	M	S	S
CO5	S	M	S	M	S	M	S	S	M	S	S

Annexure II

Programme Objectives:	
The following are the programme objectives of MSW.	
1	Transform social work knowledge, ethics and values for sustainable changes.
2	Demonstrate ethical and professional behavior in social work practice.
3	Prepare candidates as professionals in Community Development, Medical and Psychiatric Social Work and Human Resource Management fields
4	Work towards people diversity with contemporary realities in society.
5	Enhance the quality of life of individuals and society at large.
Programme educational objectives	
1	To work towards people diversity with contemporary realities in society.
2	Formulate and influence social policies for the social and economic wellbeing in the society.
3	To advocate, campaign and lobbying for promotion of social policy.
4	To enhance the quality of life of individuals and society at large.
5	To demonstrate ethical and professional behavior in social work practice.
Programme specific outcomes	
1	Become competent social work professionals.
2	Adhere social work ethics, values and ensure social justice.
3	Apply social work knowledge and skills for understanding human behavior and social environment.
4	Identify and analyze the existing social problems.
5	Practice methods of Social Work for problem solving in various fields.
6	Comprehend various psychological procedures for social work practice
7	Recognize the importance of social welfare administration
8	Students are taught the importance and practice of rural, urban and community development
9	Students learn the important aspects of industrial relations, Human resource management in various service sectors, industries and manufacturing units
10	Students learn the role and function of a social worker in a hospital settings and rehabilitation Centres and non-clinical settings
Programme Outcomes	
1	Recognize him/herself as a Professional Social Worker.
2	Communicate and present him /herself effectively in a Professional manner.
3	Critically analyze and understand the existing social issues in the right perspective
4	Work for the marginalized and weaker section of the society effectively.
5	Engage Diversity and Promote Social Justice.
6	Select appropriate intervention Strategies
7	Facilitate Interdisciplinary Approach for better understanding of the Social Problems.
8	Manifest effective leadership qualities and problems solving skills
9	Act as a Social Change agent in the Society.
10	Advocate for client access to the service of social work.