THIRUVALLUVAR UNIVERSITY
SERKKADU, VELLORE–632115

M.S.W. SOCIAL WORK

SYLLABUS

FROM THE ACADEMIC YEAR
2023 – 2024

LEARNING OUTCOMES-BASED CURRICULUM FRAMEWORK FOR POSTGRADUATE EDUCATION	
Programme	**Master of Social Work (MSW)**
Programme Code	
Duration	**PG Two Years**
Programme Outcomes (Pos)	**PO1: Problem Solving Skill** Apply knowledge of Management theories and Human Resource practices to solve business problems through research in Global context. **PO2: Decision Making Skill** Foster analytical and critical thinking abilities for data-based decision-making. **PO3: Ethical Value** Ability to incorporate quality, ethical and legal value-based perspectives to all organizational activities. **PO4: Communication Skill** Ability to develop communication, managerial and interpersonal skills. **PO5: Individual and Team Leadership Skill** Capability to lead themselves and the team to achieve organizational goals. **PO6: Employability Skill** Inculcate contemporary business practices to enhance employability skills in the competitive environment. **PO7: Entrepreneurial Skill** Equip with skills and competencies to become an entrepreneur. **PO8: Contribution to Society** Succeed in career endeavours and contribute significantly to society. **PO 9 Multicultural competence** Possess knowledge of the values and beliefs of multiple cultures and a global perspective.

	PO 10: Moral and ethical awareness/reasoning Ability to embrace moral/ethical values in conducting one's life.
Programme Specific Outcomes (PSOs)	**PSO1 – Placement** To prepare the students who will demonstrate respectful engagement with others' ideas, behaviors, beliefs and apply diverse frames of reference to decisions and actions. **PSO 2 - Entrepreneur** To create effective entrepreneurs by enhancing their critical thinking, problem solving, decision making and leadership skill that will facilitate startups and high potential organizations. **PSO3 – Research and Development** Design and implement HR systems and practices grounded in research that comply with employment laws, leading the organization towards growth and development. **PSO4 – Contribution to Business World** To produce employable, ethical and innovative professionals to sustain in the dynamic business world. **PSO 5 – Contribution to the Society** To contribute to the development of the society by collaborating with stakeholders for mutual benefit.

Template for P.G., Programmes

Semester–I	Credit	Hours	Semester-II	Credit	Hours	Semester-III	Credit	Hours	Semester–IV	Credit	Hours
Core-I	5	5	Core-IV	5	6	Core-VII	5	6	Core-XI	5	6
Core-II	5	14	Core-V	5	6	Core-VIII	5	6	Core-XII	5	6
Core – III	4	5	Core – VI	4	6	Core – IX	5	6	Project with viva voce	7	10
Elective -I Discipline Centric	3	3	Elective – III Discipline Centric	3	3	Core – X	4	6	Elective - VI (Industry / Entrepreneurship) 20% Theory 80% Practical	3	4
Elective-II: Generic	3	3	Elective - IV: Generic	3	3	Elective - V Discipline Centric	3	3	Skill Enhancement course / Professional Competency Skill	2	4
			Skill Enhancement-I	2	4	Skill Enhancement-II	2	3	Extension Activity	1	-
			Human Rights	2	2	Internship/ Industrial Activity	2	-			
			MOOC Courses	2	-						
	20	30		26	30		26	30		23	30
Total Credit Points -95											

Choice Based Credit System (CBCS), Learning Outcomes Based Curriculum Framework (LOCF) Guideline Based Credits and Hours Distribution System for all Post – Graduate Courses including Lab Hours

First Year – Semester – I

Part	List of Courses	Credits	No. of Hours
	Core – I	5	7
	Core – II	5	7
	Core – III	4	6
	Elective – I	3	5
	Elective – II	3	5
		20	**30**

Semester-II

Part	List of Courses	Credits	No. of Hours
	Core – IV	5	6
	Core – V	5	6
	Core – VI	4	6
	Elective – III	3	4
	Elective – IV	3	4
	Skill Enhancement Course [SEC] - I	2	4
	Human Rights	2	2
	MOOC courses	2	
		26	**30**

Second Year – Semester – III

Part	List of Courses	Credits	No. of Hours
	Core – VII	5	6
	Core – VIII	5	6
	Core – IX	5	6
	Core (Industry Module) – X	4	6
	Elective – V	3	3
	Skill Enhancement Course - II	2	3
	Internship / Industrial Activity [Credits]	2	-
		26	**30**

Semester-IV

Part	List of Courses	Credits	No. of Hours
	Core – XI	5	6
	Core – XII	5	6
	Project with VIVA VOCE	7	10
	Elective – VI (Industry Entrepreneurship)	3	4
	Skill Enhancement Course – III / Professional Competency Skill	2	4
	Extension Activity	1	-
		23	**30**

Total 95 Credits for PG Courses

FIRST YEAR

Semester-I

Category	Title of the Subject	Credit	No. of Hours
Core Course - I	Social Work Profession	5	5
Core Course - II	Concurrent Field Work-I& Rural Camp- (Practical-I)	5	14
Core Course - III	Social Group Work	4	5
Elective Course I	Sociological and Psychological Foundations for Social Work	3	3
Generic Elective-II	Social Welfare Administration, Social Policies And Social Legislations	3	3
Total		**20**	**30**

FIRST YEAR

Semester-II

Category	Title of the Subject	Credit	No. of Hours
Core Course - IV	Social Case Work	5	6
Core Course - V	Community Organization and Social Action	5	6
Core Course - VI	Concurrent Field Work – II (Practical -II)	4	6
Elective – III	Disaster Management OR Public Health in India	3	3
Elective Course – IV	Entrepreneurship Development (OR) Green Social Work	3	3
Skill Enhancement Course - I	Life Skills for Social Work	2	4
	Human Rights	2	2
	MOOC Courses	2	-
Total		**26**	**30**

SECOND YEAR

Semester-III

Category		Title of the Subject	Credit	No. of Hours
Core Course – VII	**CD**	Rural Community Development	5	6
	HRM	Human Resource Management		
	M&P	Medical Social Work		
Core Course – VIII	**CD**	Development strategies	5	6
	HRM	Labour Legislations		
	M&P	Mental Health and Psychiatric Disorders		
Core Course – IX		Social Work Research and Statistics	5	6
Core Course – X		Concurrent Field Work & Field Trip– III (Practical -III)	4	6
Elective Course – V		Corporate Social Responsibility(OR) Counselling in Social Work	3	3
Skill Enhancement Course - II		Computer applications in Social Work	2	3
Internship/Industrial activity		Summer Internship Training	2	-
Total			**26**	**30**

SECOND YEAR
Semester-IV

Category		Title of the Subject	Credit	No. of Hours
Core Course – XI	**CD**	Urban Community Development	5	6
	HRM	Industrial Relations and Employee Welfare		
	M&P	Therapeutic Interventions in Social Work		
Core Course – XII	**CD**	Livelihood and Social Audit	5	6
	HRM	Organizational Behaviour		
	M&P	Clinical Social Work		
Project with Viva-Voce		Project with Viva-Voce	7	10
Elective Course –VI (Industry / Entrepreneurship)		Concurrent Field Work-IV (Practical -IV)	3	4
Skill Enhancement Course - III		Employability Skills	2	4
		Extension Activity	1	
Total			**23**	**30**

CREDIT DISTRIBUTION FOR POST GRADUATE IN SOCIAL WORK [MSW/MA (SW)]

S.No.	Course Details	Credit
1	Core Course [12 Courses x]	58
2	Elective Course [6Courses x 3 Credits]	18
3	Skill Enhancement Course [2 Courses, 1+1= 2Credits]	4
4A	Professional Competence Course (1 Courses x 2 Credit)	2
4B	Project Work with Viva-Voce	7
5	Ability Enhancement Compulsory Course [2 Courses x 2 Credits]	4
6	Internship (Summer Placement Training)	2
	Total	**95**

NOTE FOR CORE COURSE – FIELD WORK

1. Field Work Conference   = 1 Hour

2. Instructional / Input Hours in the Field Work Organization
   (2.5 Hours per day x 2 Days)   = 5 Hours

   Total Number of Hours in the Template   6 Hours
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3. Practice in the Field (4.5 Hours per day x 2 Days)   9 Hours

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   Total Hours for the Field Work for 2 Days   15 Hours

METHODS OF EVALUATION		
Internal Evaluation	Continuous Internal Assessment Test	**25 Marks**
	Assignments / Snap Test / Quiz	
	Seminars	
	Attendance and Class Participation	
External Evaluation	End Semester Examination	**75 Marks**
Total		**100 Marks**

METHODS OF ASSESSMENT	
Remembering (K1)	• Thelowestlevelofquestionsrequirestudentstorecallinformationfrom thecoursecontent • Knowledgequestionsusuallyrequirestudentstoidentifyinformationi nthetextbook.
Understanding (K2)	• Understandingoffactsandideasbycomprehendingorganizing,com paring,translating,interpolatingandinterpretingintheirownwords. • Thequestionsgobeyondsimplerecallandrequirestudentstocombin edatatogether
Application (K3)	• Studentshavetosolveproblemsbyusing/applyingaconceptlearned intheclassroom. • Studentsmust usetheir knowledgetodetermineaexactresponse.
Analyze (K4)	• Analyzingthequestionisonethatasksthestudentstobreakdownsom ethingintoitscomponentparts. • Analyzingrequiresstudentstoidentifyreasonscausesormotivesan dreachconclusionsorgeneralizations.
Evaluate (K5)	• Evaluationrequiresanindividualtomakejudgmentonsomething. • Questionstobeaskedtojudgethevalueofanidea,acharacter,aworkof art,orasolutiontoaproblem. • Studentsareengagedindecision-makingandproblem–solving. • Evaluationquestionsdonothavesinglerightanswers.
Create (K6)	• Thequestionsofthiscategorychallengestudentstogetengagedincre ativeandoriginalthinking. • Developingoriginalideasandproblemsolvingskills

SEMESTER – I

SOCIAL WORK PROFESSION

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	SOCIAL WORK PROFESSION	**Core Course - I**	Y	-	-	-	5	5	25	75	100
Year		I									
Semester		I									
Prerequisites		**Any Undergraduate course**									
Learning Objectives											
1	To understand the evolution of Social Work and its emergence as a Profession.										
2	To enable the students to comprehend the significance of professional values, ethics in both micro and macro social work practice										
3	To develop an understanding of the role of Social Workers in various fields.										
4	To facilitate the students to understand the importance of Field Work in Social Work Education.										
5	To learn and apply the methods and approaches of Social Work practice in different settings										

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To aware an in-depth knowledge on the basic concepts of Social Work.

CO2: To understand the historical background of Social Work in west and India.

CO3: To articulate the student to be familiar with Philosophies, Ethics and Values of Social Work.

CO4 : To analyse the significance of Models in Social Work.

CO5 : To evaluate implication of Social Work Education and Field Work..

CO 6 : To develop the Social Workers to apply the methods and techniques of Social Work in various settings.

SYLLABUS

UNIT – I   (12 Hours)

Fundamental concepts of Social Work - Social Work - Definition, Objectives, Philosophy and scope. Concept of related term : Social Service – Social Development – Social Transformation – Social Reform – Social Defence-Social Welfare, Social Justice, Social Development and Social Empowerment.Difference between Social service and Social Work.Introduction to the Methods of Social Work.

UNIT – II   (12 Hours)

Historical Development of Social Work - Evolution of Social Work in the West (UK and USA). Social Work in India.:Raja Ram Mohan Roy, Sarojini Naidu, EVR Periyar, Mahatma Gandhiji, Vinoba Bhave, Narayana Guru, Jyothiba Phoole. Arya Samaj & Brahma Samaj. Contemporary Social reformers in India

UNIT – III   (12 Hours)

Philosophies and Ethics of Social work - Social Work as a Profession: Nature and characteristics of social work profession. Social Work Values – Code of Ethics in Social Work practice. Social Work Principles- Theories of Social Work -Systems theory, Social learning theory, Social Behavioral Perspective theories, Psychosocial development theory and Rational choice theory. Models of Social work:Relief model, Welfare model, Clinical model, Integrated Social Work model, Developmental model, Welfare model, Empowerment and radical model. Roles and Responsibilities of a Professional Social Worker.

UNIT – IV   (12 Hours)

Development of Social Work Education - Social Work Education in India - Focus, Nature and Content of Social Work Education. Field Work in Social Work Profession : Objectives, Need and Importance - Significance of Field Work Supervision. Role of Voluntary Organizations and Government in promoting Social work profession in India.National and International Professional Associations.Social Work Profession and Education in Global perspective. Problems and Prospects of Social work profession in India.

UNIT – V   (12 Hours)

Social Work Practice in Different settings - Fields of Social Work practice : Community Settings, Family and Child Welfare – Educational Settings - Medical and Psychiatric settings – Industrial Settings - Correctional Social Work - Social Work with Marginalized and Vulnerable sections – Persons with Disability and Social Work, Geriatric Social Work, environmental social Work and women empowerment

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Text Books

1. Encyclopedia of Social work in India, 1987 Vol.1,2,3. Director, publication division, ministry of information and broadcasting, New Delhi.

2. Hajira, Kumar 1995 Theories in social work practice, New Delhi: Friends Publication, India.

3. Paul Chowdary, 2018 Social Work –Introduction to Social Work - History, Concept, Methods and Fields, Atma Ram & Sons, New Delhi.

4. Sanjay Bhattacharya, 2013. Social Work Interventions and Management. New Delhi: Deep and Deep Publications.

5. Sanjay Bhattacharya, 2018. Social Work an Integrated Approach, Deep and Deep Publications Pvt., Ltd., New Delhi.

Books for References

1. Antony, A. Vass 1996 New directions in social work – social work competencies – core knowledge values and skills, New Delhi: sage publications.

2. Banks, S. 1995 Ethics and values in social work; practical social work series, London: Macmillan press Ltd.

3. Bogo, Marion. 2007. Social Work Practice – Concepts, Processes & Interviewing. Jaipur: Rawat Publications.

4. Cox, David & Manohar Pawar. 2006. International Social Work – Issues, Strategies and

5. Programs. New Deli: Vistar Publications.

6. Desai, M. 2000, Curriculum Development on history of ideologies for social change and social work, Mumbai.

7. Desai, Murali 2002 Ideologies and Social Work: Historical and Contemporary Analysis, Jaipur: Rawat Publication.

8. Dominelli, Lena. 2004. Social Work: Theory and Practice for a Changing Profession.

London:Polity Press

9. Fink, Arthur E., Wilson, Everett E. - Third Edition, 1959, The Fields of Social Work, New York: Henry Holt and Company.

10. Friedlander, Walter A. 1977 Concepts and Methods of Social Work, New Delhi: Prentice Hall of India Pvt. Ltd.

11. Gilbert, Neil. et. al. 2002. An Introduction to Social Work Practice. New Jersey: Prentice Hall.

12. Jha, Jainendra Kumar. 2002. Practice of Social Work. New Delhi: Anmol Publications

13. Gangrade, K.D. 1976 Dimensions of Social Work in India, Marwah, New Delhi.

14. Narendra Mohan, 2017, Philosophy of Social Work, Centum Press, New Delhi

15. Reamer, F.G. 1995 Social work values and ethics, New York: Columbia University press.

16. Roy, Bailey and Phil, Lee 1982 Theory and Practice in Social Work, London: Oxford Pub. Ltd.

17. Sheldon, B., & Macdonald, G., 2010 A Textbook of Social Work, London: Routledge.

18. Singh, R.R. 1985 Field Work in Social Work Education, A Perspective for Human Service Profession, New Delhi : Concept Publishing Company.

19. Wadia, A. R. (Ed.) 1961 History and Philosophy of Social Work in India, Bombay: II Allied Publisher Private Ltd.

Web Resources

1. https://www.ifsw.org/what-is-social-work/global-definition-of-social-work/

2. https://www.socialworkers.org/News/Facts/Types-of-Social-Work

3. https://www.cswe.org/Students/Discover-Social-Work/What-is-social-work

4. https://www.socialworktoday.com/

5. https://www.iassw-aiets.org/

6. https://www.socialworker.com/

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	S	S	S

S – Strong   **M – Medium**   **L - Low**

CONCURRENT FIELD WORK – I AND RURAL CAMP

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	CONCURRENTFIELD WORK - I& RURAL CAMP	**Core Course - II**	Y	-	-	-	5	14	50	50	100

Year	I
Semester	I
Prerequisites	**Basic Understanding of Non-Governmental Organizations**

Learning Objectives	
1	To Understand the socio-economic and cultural conditions of rural life and work collaboratively as a team with a positive approach
2	To integrate into practice, essential life values, like simple living, living with minimal facilities, and putting into practice the concept of dignity of labour and self-discipline
3	To learn to apply classroom theories in the field and facilitate exposure by working with underprivileged citizens, including children, women, youth, and senior citizens, as well as oppressed groups including dalits, bonded laborers, and tribal people.
4	To demonstrate Competencies to face challenging tasks in the field from a social work perspective
5	To develop suitable skills in processes like decision-making, planning, Organising, and executing plans of action, coordinating, recording and report writing.

Course Outcomes

On the successful completion of the course, student will be able:

CO1 :. To integrate the classroom learning with field practice - the knowledge related to different field settings- establishment of NGO'S and its work with the beneficiaries

CO2 : To understand the application of different skills related to case work,Group work and other methods of Social Work

CO3: To realise one's development of self and conduct oneself professionally in the field

CO4: To apply and practice skills acquired in the process of learning in handling various types of clientele

CO5: To assess the concept of field learning and learn about working in different settings

CO6: To apply social work competencies to resolve Social problems

SYLLABUS

UNIT – I (12 Hours)

Organizational Profile: History of the Agency,Vision,mission, Organization Chart, funding resources, different types of beneficiaries, its work in the field, networking agencies.(Observational Visits -The first year students during the first semester go for observational visits to various settings of Govt. & Non govt. agencies: Medical & Psychiatric, Rural& urban Community Setting, Slum Visits, Industrial Setting, Correctional Setting, school & special school, family & child welfare Setting - minimum 15 visits of different settings)

UNIT – II (12 Hours)

Various Methods of Social Work – Skills required in the practice of Group Work, community organization and Social Research, Assessment of the community profile (Lab session : group work)

UNIT – III (12 Hours)

Specific Areas of work of the Agency – Its expertise in the area of work, staff resources, locations of work, networking and challenges faced

UNIT – IV (12 Hours)

Services provided by the agency to the beneficiaries- Follow up and termination of services, adherence to professional ethics,Documentation and Report presentation

UNIT – V (12 Hours)

Social Legislation : Legislations applicable to the Organization,Legislations for women and children

SYLLABUS FOR RURAL CAMP

PHASE – I : Pre-Camp and Form Committees

- Identify&FormCommittees
- DescribeCommitteeRoles&Member'sResponsibilities
- Engagein CommitteeTasks
- InvolveinPre-CampPlanning

PHASE – II : Pilot Visits & Finalization ofCamp Site

- PrepareforPilotVisits
- UndertaketheVisits
- Present&engageinCriticalEvaluation

PHASE – III : Finalization of Camp Theme&Camp Schedule

- Engageinanalyticalevaluationandfinalizationofcamp theme
- DrafttheCampSchedule
- DemonstrateLeadershipInitiatives

PHASE – IV :On-CampPhase

- AccomplishmentofCourseObjectives
- Analysis on Rural Socio-Political &EconomicRealities
- Hands-onExposureto Participatory Rural Appraisal
- InputsonLocalGovernance&AdministrationthroughLocalLeaders
- EngageinManualLabour
- InvolveinCommunityVisits-InteractionwithPeople &Subsequent assessments
- Bepart ofVarious Teamsto execute
- RuralCamprelatedtasks
- Participate in evolving need-basedprogrammes using theatre skills &indigenousfolkartstoaddressconcerns
- observedin thecommunity
- AppreciatetheneedforGroup Living
- Practice the art of accommodativereciprocalsymbiosis
- ContextualSelf-ReflectionSelf-Analysis
- & Sharing of consolidated andcumulativeunderstandingoftheprocessandoutcome
- DevelopforProfessional Development

PHASE – V : PostCampPhase

- Integrative Understanding ontheProcessandProceduresofRural Realities & GroupLiving
- ReflectiveEvaluation
- IndividualAnalyticalReport
- GroupPresentation
- ConsolidatedBatchReport

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	M	S	S	S	M
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	M	S	S

S – Strong   M – Medium   L - Low

SOCIAL GROUP WORK

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	SOCIAL GROUP WORK	**Core Course - III**	Y	-	-	-	4	5	25	75	100

Year	I
Semester	I
Prerequisites	**Basic Understanding of Social Work**

Learning Objectives	
1	To understand group work as a method of social work and to understand concept, values, principles of Social Group Work
2	To acquire skills and techniques required for group worker
3	To develop the ability to critically analyse problems of groups and provide suitable intervention.
4	To apply the models of Social Group Work in different settings.
5	To identify the settings and fields for the practice of Social Group Work method

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To be aware about the concept, characteristics, values and principles of Social Group Work

CO2: To apply suitable theories and models to resolve the problems of Groups.

CO3: To Critically choose and implement interventions to achieve social group work goals.

CO4: To analyse competencies and skills for working with different groups in various practice settings.

 CO5: To analyse and implement empirically-based group interventions and evaluating group effectiveness.

CO6: To demonstrate the process of group experience and professional development

SYLLABUS

UNIT – I   **(12 Hours)**

Introduction to Social Group Work: The Group: Definition, characteristics, types, functions and group structure. Social Group Work:Definitions, objective, Values and Principles of Social Group Work. Skills and Roles of Social Group Worker. History of Social Group Work in India and abroad. Social Group Work as a method of Social Work.

UNIT – II   **(12 Hours)**

Group Dynamics and Group functioning: Dynamics of Groups: Bond, Acceptance, Isolation, Rejection, cliques/ Subgroups, Conflict and Control. Group Membership, Group Norm, Group Cohesiveness, Group Culture, Group Morale, Group Attraction. Leadership and Communication in groups. Relationships- Sociometry

UNIT – III   **(12 Hours)**

Group formation and Group work process: Group Formation Phases: Forming- Storming, Norming, Performing, Adjourning. 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.**Termination**vi. **Follow up.**

UNIT – IV   **(12 Hours)**

Types and models of group work: Models of Social Group Work: Remedial, Mediating or Reciprocal, Developmental, Social Goal Model and Consensus Model.Skills, Qualities and Roles of Social Group Worker. Group therapy: Significance of Group therapy. Recording in Social Group Work: Principles, Structure and Types.

UNIT – V   **(12 Hours)**

Application of Social Group Work: Application of Social Group Work in School Settings, Community Settings, Health Settings, Family Welfare Settings, Industrial Settings, Women welfare and Child care Settings, Correctional Settings, Psychiatric setting and geriatric settings.

Books

1. Alissi,A.S (1980) Perspectives on social group work practice; A book of Reading, New York: The free press.
2. Dave Capuzzi, Douglas R.Gross, Mark D. Stauffer (2010) Introduction to Group Work, New Delhi, Rawat Publication.
3. David, C., Douglas, R.G. & Mark, D.S. (2010) Introduction To Group Work, New Delhi, Rawat Publication
4. Gravin, Charles. D. Lorriae& M. Gulier. (2007). A Hand Book of Social Work with Groups .New Delhi: Rawat Publications.
5. Toseland, Ronald & Rivas, Robert (2001), Introduction to Group Work Practice, Allyn and Bacon, London.

References
1. Bradler,S and Roman C.P (2016) Group work Skills and strategies for effective Interventions New York: The Howorth Press.
2. Delbecq, A. L. and Van de Ven, A. H. (1977) 'A group process model for problem identification and program planning', in N. Gilbert and H. Specht (eds), Planning For Welfare, Englewood Cliffs, NJ, Prentice-Hall.
3. Gerald Corey (2000) Theory and practice of group counseling, Wordsworth, London.
4. Siddiqy, H Y (2008), Group Work: Theories and Practices, Rawat Publications.
5. Trecker, Harleigh B (2020) Social Group Work: Principles and Practice, New Delhi, Pranava Books.

Web Resources

1. https://www.socialworkin.com/

2. https://socialwelfare.library.vcu.edu/social-work/social-group-work-theory-and-practice/

3. https://mgcub.ac.in/

4. https://www.socialworkin.com/

5. https://mgcub.ac.in/pdf/material/2020041217303055424e9f93.pdf

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	M
CO5	S	S	M	M	S
CO6	S	S	S	M	S

S – Strong   **M – Medium**   **L - Low**

SOCIOLOGICAL AND PSYCHOLOGICAL FOUNDATIONS FOR SOCIAL WORK

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	SOCIOLOGICAL AND PSYCHOLOGICAL FOUNDATIONS FOR SOCIAL WORK	**Elective Course – I**	N	-	-	-	3	3	25	75	100

Year	I
Semester	I
Prerequisites	**Basic Understanding of Sociology and Psychology**

Learning Objectives	
1	To understand the basics of Psychology
2	To establish the linkage between psychology, sociology and Human behaviour for effective social work practice
3	To understand the principles of Human Growth and Development
4	To understand the dynamics of human and social behaviour
5	To analyse social problems and evaluate the causes for social problems
6	To understand about Social Institutions

Course Outcomes
On the successful completion of the course, student will be able:
CO1 :To get an indepth knowledge on the basic concepts of Psychology.

CO2 : To understand the basic principles of Human growth and Development

CO3: To develop understanding on the basic concepts of society and social change

CO4: To analyse the basics of Social Interaction and Social processes

CO5: To analyse the social Institutions and critically evaluate modern trends in social institutions

CO6: To understand major social problems in India

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UNIT – I   **(9 Hours)**

Introduction to Psychology: Definition and branches of Psychology – Psychology for Social Work practice - Sensory Process and Perception: Process of Perception - Learning: Classical Conditioning and Operant Conditioning - Memory: Sensory memory, Short-term memory, long term memory, forgetting, improving memory

UNIT – II   **(9 Hours)**

Human Development: Developmental Psychology - Meaning and principles of growth and development, heredity, environment and ecological influences – family and community - Brief outline of Human Development: Characteristics, developmental tasks, personal and social adjustments, vocational, family / marital adjustments and hazards in each stages such as: Prenatal period, infancy and babyhood - Childhood, Puberty & Adolescence - Adulthood – Middle Age and Old Age

UNIT – III   **(9 Hours)**

Introduction to Society :Society: Definition - meaning and characteristics - Culture: Definition, characteristics, structure, functions, reasons for cultural - development and cultural change, subculture, contra-culture. - Status & Role: Types and Characteristics - Social Stratification: Definition, Characteristics, Caste, Class& Race. Social Change: Meaning, Characteristics, Change

UNIT – IV   **(9 Hours)**

Introduction to Groups :Groups - Definition, Characteristics and Classification of Groups - – Primary groups and Secondary Groups - Social Interaction & Social Process: Competition, Co-operation, Conflict, Accommodation & Assimilation. - Socialization: Definition, Characteristics, Types and Agencies of Socializations -Theories of   Socialization

UNIT – V   **(9 Hours)**

Social Institutions:**Types of Social institutions**:   Marriage, Family ,Kinship, Religion, Education ,Economic system and Judiciary Structural aspects - Norms, Values, Folkways & Mores - Family, Marriage, Education, Economy, Polity, Religion

Social Problems - Major Social Problems in India- Causes and factors responsible for Social problems, Untouchability, Slavery,Domestic violence ,Dowry, Social Movements

Case Studies: Some cases of real business world to supplement learning from the course.

Text Books

1. Vidya, Bhushan., Sachdeva, D.(2005). *Introduction to Sociology.* Allahabad: Kitab Mahal.

2. Haralambos. (2014). Sociology: Themes and perspectives. Harper Collins; Eight edition

3. Hurlock, Elizabath B. (1996).*Developmental Psychology-a life span approach.* Tata New Delhi: Mcgraw-Hill Publishing Co.Ltd.

4. Shankar Rao, C. N. (2007). Sociology: Principles of Sociology with an Introduction to Social Thought. New Delhi: S Chand & Co. Ltd.

5. MacIver, R.M., Page, C.H. (2000). Society an Introductory Analysis. New Delhi: Macmillan Publishers India

Books for References

1. Madan, G.R. (2002) .Indian Social Problems, Mumbai : Allied Publishers Pvt. Ltd

2. Morgan, C.T., King, R.A., Weisz, J.R., & Schopler, J (2004) *Introduction to Psychology.* New Delhi*:* Tata Mc Graw-Hill book Co.

3. Ram Ahuja (2014)Social Problems in India ,Third Edition ,Rawat Publications

4. Rawat, H. (2007). *Sociology Basic Concepts*. Jaipur: Rawat Publications

5. Shah, G. 1990. Social Movements in India: A Review of Literature. New Delhi: Sage Publications.

6. Zastrow, C. & , K. (2010). *Understanding Human Behavior and the Social Environment*. Chicago: Nelson-Hall.

7. Elgin, F.H.& David, C.(2017),Social Science- An Introduction to the Study of Society.

(13thed.). Newyork: Pearson

8. Hutchison, E. (2007). *Dimensions of Human Behavior: Person and Environment*. Thousan Oaks: Sage Publications, Inc

Web Resources

1. www.egyankosh.ac.in/handle/123456789/43
2. https://www.epw.in
3. https://onlinelibrary.wiley.com
4. https://www.frontiersin.org
5. https://sagepub.com
6. https://ir.inflibnet.ac.in

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	S	S	S

S – Strong   M – Medium   L - Low

SOCIAL WELFARE ADMINISTRATION, SOCIAL POLICIES AND SOCIAL LEGISLATIONS

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	SOCIAL WELFARE ADMINISTRATION, SOCIAL POLICIES AND SOCIAL LEGISLATIONS	**Generic Elective - II**	**N**	**-**	**-**	**-**	**3**	**3**	**25**	**75**	**100**

Year	**I**
Semester	**I**
Prerequisites	**Basic Understanding of social policies & legislations**
Learning Objectives	
1	To understand the basic concepts of social welfare administration.
2	To make aware of the registration of NGOS
3	To acquire knowledge about social work agencies
4	To describe social policy, planning and programmes
5	To know the social legislation

Course Outcomes

On the successful completion of the course, student will be able:

CO1 :Acquire knowledge about social welfare administration and structure of social welfare administration in India.

CO2 : Acquire application knowledge of the basic process of registering, managing and administrating Welfare Agencies in the context of social work profession

CO3: Describe the structure of social welfare administration in India and social welfare programmes and policies.

CO4: Describe the understanding of the nature of social policy, planning and development in India

CO5 Critical analysis social legislation enforcement and challenges

CO6 : To enhance the knowledge on the government department and NGOs function for development of the people

SYLLABUS

UNIT – I (12 Hours)

Social Welfare Administration: Meaning and definition of Social Welfare Administration and Social Work administration; Purpose, historical development. principles, functions and areas (Policy making, planning, personnel, supervision, office administration, budgeting, finance, fund raising, accounting, auditing, purchase and stock keeping, record maintenance, co-ordination, public relation, monitoring and evaluation, research, annual report);

UNIT – II (12 Hours)

Social Welfare Agencies: Development of Social Welfare in India; Voluntary Social Work. Social Agencies: Meaning, definition, type and models of NGOs; Roles of NGOs in National Development. Types of NGO Registration and procedure; Societies Registration Act 1860, Indian Trusts Act 1882 and Companies Act, 2013.

UNIT – IIII (12 Hours)

Governmental Schemes on Social Welfare. Social Welfare Administration at national, state and local levels; CSWB (Central Social Welfare Board), State Social Welfare Board, Directorate of Social Welfare and Handicapped Welfare. Social welfare policy: Evolution and Constitutional base, policies & programmes for the Weaker Section of the community (women, Children, Aged, handicapped & other backward caste (OBCs), Scheduled Caste (SCs), Scheduled Tribes (STs) and De-Notified Communities.)

UNIT – IV (12 Hours)

Social Planning and Social Development: Social planning and community planning, Need and importance. Planning machinery at the state & National levels; Five year plans; Social development: Concept and indicators for social change and social development in India.

UNIT – V   **(12 Hours)**

Social Legislation: Definition and role legislation in social change, constitutional basis for social legislation: Fundamental Rights and Directive Principles of state Policy; laws related to Laws Related to Marriage: Hindu, Muslim, Christian, and Personal Laws Relating to Marriage.: Laws Relating to Divorce, Minority, and Guardianship; Adoption, Succession, and Inheritance.

Legislation Relating to Social Problems such as Prostitution, Juvenile Delinquency, Women Harassment Child Labour, Untouchability, Physical, and Mental Disabilities.

Case Studies: Some cases of real business world to supplement learning from the course.

Text Books

1. Karen M. Sowers Catherine N. Dulmus (2008) Comprehensive Handbook of Social Work and Social Welfare, published by united states ISBN 978-0-471-76997-2

2. Paul D Chowdhry (1992) Social Welfare Administration, Atma Ram &Sons ,ISBN-13 : 978-8170431145.

3. Sachdeva, D.R.social welfare administration in India (2018) Kitab Mahal; Standard Edition , ISBN-13 : 978-8122500851

4. Sanjay Bhattacharya (2006) Social Work Administration and Development Rawat Publication,ISBN-13 : 978-8170339267

5. Shunmugavelayutham K (1998) Social Legislations and Social Change, Valga Valamudan pub, Chennai.

BOOKS FOR REFERENCES

1. Choudry, Paul (1979), Social Welfare Administration, Atma Ram & Sons,Delhi.

2. Choudry Paul, (1979) Hand book on social welfare in India, Sterling Pub, New Delhi.

3. Dennison.D & Chepman, Valeries Social policy and Administration, George A and Unwin,London.

4. Dubey S.N. (1973) Administration of social welfare programmes in India, Somaiya Pub, Bombay.

5. Dubey S.N. & Murdia (1976) Administration of policy and programmes for Backward classess in India, Somaiya Pub, Bombay.

6. Gangrade, K.D(2011) Social legislation in India Vol.I&II, New Delhi: Concept publishing

Company

7. Goel. S L & R K Jain (2000) Social Welfare Administration (Vol. I & II); Deep & Deep Publications

8. Jagadeesan.P.(1990) Marriage and Social legislations in Tamil Nadu, Elachiapen Pub, Chennai.

Web Resources

1. https://socialjustice.gov.in/

2. https://vikaspedia.in/social-welfare

3. https://rtuassam.ac.in/online/staff/classnotes/files/1624631410.pdf

4. https://wcd.nic.in/

5. https://main.mohfw.gov.in/

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	M	S
CO5	S	S	M	S	S
CO6	S	S	S	M	S

S – Strong   **M – Medium**   **L - Low**

SEMESTER II

SOCIAL CASE WORK

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	SOCIAL CASE WORK	Core Course - IV	Y	-	-	-	5	6	25	75	100

Year	I
Semester	II
Prerequisites	To understand work with individuals

Learning Objectives	
1	To gain the knowledge of conceptual foundations of social Case Work
2	To understand the basic concepts of casework as a primary method of social work
3	To develop the skill to analyze problems of individuals and families and factors affecting them.
4	To know the values, principles, tools and techniques of social case work
5	To impart knowledge of the scope of using the social work methods in various settings

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To get knowledge about the different problems faced by the Individuals

CO2: To enhance knowledge on social case work skills in social case work practice.

CO3: To understand the process of casework intervention with client.

CO4: To enhance the ability towards problem solving process.

CO5: To create the ability to critically analyze problem of individuals and factors affecting them.

CO6: To develop the competencies and skills for Practice with different settings

SYLLABUS

UNIT – I (12 Hours)

Social Casework as a method of Social Work : Concepts, Meaning, objectives, purpose, Historical Development of Social Case Work in West and India. Nature and Scope, its importance and relationship with other methods of Social Work, Principles of Case Work. skills in social case work. Case Worker – Client relationship and the use of Professional Self, Problems in professional relationship.

UNIT – II (12 Hours)

Tools and techniques in Case Work: Tools and techniques in casework: observation, interview, collateral contacts, home visits, referrals, Verbal and nonverbal communication, Techniques in practice – ventilation, emotional support, advocacy, Environment modification, modeling, role-playing, confrontation, – Case history taking, Recording – Uses, principles, types, structure and content. Use of genograms, and eco-maps, family schema in records.

UNIT – III (12 Hours)

Case Work Components and Process: Components of Case Work, Process of Case Work: Intake; Study; Assessment / Social Diagnosis; Treatment / Intervention; Evaluation: Termination; Follow-up. Social Case Work intervention: Direct and indirect multi – dimensional intervention. Transference and counter-transference in social case work

UNIT – IV (12 Hours)

Theoretical Approaches to Case Work / Models of case work practice: Psychosocial model, Functional model, Life model, Problem solving model, Crisis intervention, Eclectic approach, Family centered approach, Behavior Modification, and eco-system perspective in social casework. Psychotherapy, Counseling and Social Case Work- similarities and differences;

UNIT – V **(12 Hours)**

Social Case Work application / Practice in different settings **:** Case work practice in different settings in India

Social case work practice with Family and Child Welfare, Educational settings, Industrial settings, De-addiction, Community, Medical and Psychiatric institutions. Correctional settings: geriatric care & aged and the terminally ill, persons with disability, de-addiction, Rehabilitation centers, Delinquency, LGBTQA+ and in foster home and non-institutional services such as adoption, sponsorship.

Use of single case evaluation and ethnography as research method in social case work. Limitations of Social Case Work practice in India in current scenario.

Text Books

1. Upadhyay, R. K, 2003 Social Casework: A Therapeutic Approach, Rawat Publications, India.

2. Johnson E.J., Huggins C.L. (2019) Social Casework Methodology: A Skills Handbook for the Caribbean Human Services Worker. Springer Briefs in Social Work. Springer, Cham.

3. Johnson, L. C. & Yanaca S. J. (2015). Social Work Practice: A generalist approach, Pearson.

4. Hamilton, G., 2013 Theory and Practice of Social Case Work, Rawat Publications, India.

5. Hollis, F., & Wood, M. (1981). Casework: A psychosocial therapy (3rd ed.). New York: Random House

6. Perlman, H.H., 2011, Social Case Work-A Problem Solving Process, Rawat Publications

7. Sanjay Bhattacharya, 2008, ‗Social Work intervention and management‗, Deep & Deep publication (p) Ltd

Books for References

1. Healy, K. 2012, Social Work Methods and Skills, Palgrave MacMillan

2. Bogo, M. (2007). Social work practice: Concepts, process & Interviewing, Rawat Publication.

3. Misra .P.D. 1994, Social Work Philosophy and Methods, Inter-India Publications, New Delhi

4. Misra P.D., BeenaMisra, 2004, Social Work Profession in India, New Royal book Com. Lacknow

5. Mathew, Grace (1992) An Introduction to Social Casework. Bombay: Tata Institute of Social Sciences.

Web Resources

1. https://www.russellsage.org/sites/default/files/Richmond_What%20is%20Social_0.pdf

2. http://ddceutkal.ac.in/Syllabus/MSW/Paper-5.pdf

3. https://www.socialworkfootprints.org/videos/social-casework-philosophy-principles-and-components

4. https://www.yourarticlelibrary.com/sociology/social-casework-processes-study-and-diagnosis/36564

5. https://www.slideshare.net/surendrashah6/complete-note-of-casework

6. https://www.socialworkfootprints.org/videos/social-casework-practice-in-indian-society-relevance-scope-and-influence-of-culture

7. http://www.ignou.ac.in/upload/bswe-02-block1-unit-3-small-size.pdf

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	M	S	S
CO2	S	M	S	S	S
CO3	S	S	M	M	M
CO4	S	S	S	S	S
CO5	S	S	S	S	M

S – Strong   **M – Medium**   **L - Low**

COMMUNITY ORGANIZATION AND SOCIAL ACTION

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	COMMUNITY ORGANIZATION AND SOCIAL ACTION	Core Course - V	Y	-	-	-	5	6	25	75	100
Year	I										
Semester	II										
Prerequisites	**Basic Understanding of Community Organization and Social Action**										

Learning Objectives	
1	Tounderstand the use and practice of community organization in various fields of social work
2	To understand various phases and models of Community Organization
3	To learn to apply Community Organization and Social Action as Methods of Social work.
4	To apply the models of Community
5	To develop skills and attitudes for participatory Community work and Social Action

Course Outcomes

On the successful completion of the course, student will be able:

CO1 : To be aware of the concepts related to Community Organization

CO2 :To apply community Organization as a method of Social work in various settings.

CO3: To understand and apply various Models of Community Organization

CO4: To understand the role of social work in Social Action and Social Reform for Social Development

CO5: To critically analyse Social Movements from various dimensions.

CO6: To apply Social Action as a method of Social Work

SYLLABUS

UNIT – I   (12 Hours)

Community Organisation: Community Organisation**:**Concept, Definition, History, Objectives, Goals and Components, Principles, community practice and community development.

Community organization as a primary method of social work. Methods of Community Organization, Community Mobilization,Community Identification and diagnosis , Process and Phases of Community Organisation - Community Relationship, Study, Analysis, Assessment, Discussion, Organization, Action, Evaluation, Modification and continuation.

UNIT – II   (12 Hours)

Application of Community Organization Practice in Various Settings: Application of Community Organization :Health, Education, Residential institutions, Livelihood and work, Natural resource management, Sustainable development, Working with tribal population, Disability, Working with rural and urban vulnerable communities, displaced population and rehabilitation, disaster response.Community organisation as a social work process; Role and Skills of Community Organizer; Differentiating Community Organisation and Community Development.

UNIT – III   (12 Hours)

Models of Community Organisation : Models of Community Organisation **-**Jack Rothman's 3 Models: Locality Development, Social Planning and Social Action; Mary Weil's Eight models; and Neighbourhood development model-System change Model-Structural change model

UNIT – IV   (12 Hours)

Social Action- As a method of Social Work: Social Work and Social Action**:**Concept, Objectives,Principles   of Legitimisation, Credibility building, Multiple strategies, Dramatization.

Social Action in relation to Case work, Group Work, Social Work Research ,Community Organisation and Social Welfare Administration ,Methods and Means of Social Action - Research, Propoganda, Use of Mass media. Scope of Social Action in India

UNIT – V   **(12 Hours)**

Social Problems and Social Action: Role of Social Worker in Social Action: Social Activists and Social Action Groups with their significance of existence in India.
Skills involved in Social Action- Analytical &Research Skills,Managerial,Intervention skills, Problem Skills and Training Skills.Social Movements. Approaches to Social Action- Freire, Gandhi (Sarvodaya), Alinsky, Radical social work; Rights based approach. Strategies for Social action from various SsocialMmovements.Indian Social Movements- Bhoodan, Satyagraha Gramdan, Narmada BachaoAndolan–The Singur Issue.

Case Studies: Some cases of real business world to supplement learning from the course.

Text Books

1. Christopher, A.J, & William, A.T. (2009). Community Organization and Social Action. New Delhi: Himalaya publishing.
2. Chowdhry, D. Paul (1992), Introduction to Social Work, Atma Ram & Sons, Delhi.

3. .Datar et al. 2010. Skill Training For Social Workers: A Manual. New Delhi: Sage Publications

4. Erlich L, J. (1987). Strategies of Community Organisation. Illinois: F.E. Peacock Publishers
5. Gamble, D. N., and Weil, M. 2010. Community Practice Skills: Local to Global Perspectives. New York: Columbia University

Books for References

1. Gangrade, K.D. 2001. Working with Community at the grass root level: Strategies and programmes. New Delhi: Radha Publications
2. Hardcastle, D., Powers, P. and Wenocur, S. (2011). Community Practice: Theories and Skills for Social Workers. New York: Oxford University Press.

3. Jack Rothman, etal. (2001). Strategies of community interventions & Macro practices – Peacock Publications, 6th Edition

4. Ross Murray G, Community Organisation: Theory and Principles, Harper and Row Publication New York, 1985

5. Siddhiqui, H.Y. (1997). Working with community. New Delhi: Hira Publications.

Web Resources

1. https://egyankosh.ac.in/handle/123456789/28953
2. https://www.ignou.ac.in
3. https://www.researchgate.net
4. https://www.socialworker.com
5. https://ctb.ku.edu

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	S	S	S

S – Strong   M – Medium   L - Low

CONCURRENT FIELD WORK – II-(Practical II)

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	CIA	External	Total
	CONCURRENT FIELD WORK-II	**Core Course - VI**	Y	-	-	-	4	6	50	50	100
Year	I										
Semester	II										
Prerequisites	**Basic Understanding of Non-Governmental Organizations**										
Learning Objectives											
1	To observe and understand the dynamics of setting up a social welfare Organisation										
2	To observe the nature of their functioning and funding resources										
3	To learn about the staff functioning and of application of Social Work methods										
4	To document and learn the process of recording										
5	To Understand basic skills required to practice Social Work										

Course Outcomes

On the successful completion of the course, student will be able:

CO1 :. To integrate the classroom learning with field practice - the knowledge related to different field settings- establishment of NGO'S and its work with the beneficiaries

CO2 : To understand the nature of the NGO'S functioning and funding resources

CO3: To apply, evaluate and follow up appropriate methods of Social Work in the field

CO4: To apply and practice skills acquired in the process of dealing with clients and establish rapport

CO5: To assess the concept of field learning and learn about working in different settings

CO6: To learn the process of documentation and recording

SYLLABUS

UNIT – I   **(12 Hours)**

Organizational Profile: History of the Agency,Vision, Mission, Organization Chart, funding resources, different types of beneficiaries, its work in the field, networking agencies

UNIT – II   **(12 Hours)**

Various Methods of Social Work – Skills required in the practice of Case work, Group Work, community organization and Social Research**.**Evaluation of the effectiveness of methods and critical review.During the placement they have to practice all the primary methods of social work. One has to help minimum of 3-5 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.

UNIT – III   **(12 Hours)**

Expertise of the Agency – Agency's success story, challenges faced, SWOT analysis,vision and mission**.**Conduct common program or solve an issue of the community following the principles of community organization and social action.

UNIT – IV   **(12 Hours)**

Services provided by the agency to the beneficiaries- Follow up and termination of services, adherence to professional ethics.

UNIT –V   **(12 Hours)**

Social Legislation : Legislations applicable to the Organization,functioning of free legal aid clinics, legal support services.

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.

Social work trainees need to spend two days in a week (total-15 hours) practising all methods of social work in their respective agency.

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	M	S	S	S	M
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	M	S	S

S – Strong   M – Medium   L - Low

DISASTER MANAGEMENT

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	DISASTER MANAGEMENT	Elective Course - III	Y	-	-	-	3	3	25	75	100

Year	I
Semester	II
Prerequisites	Basic Understanding of Disasters

Learning Objectives	
1	To deliver an understanding of Disaster and Disaster Management.
2	To help students to understand risk assessment vulnerability analysis
3	To help students for Disaster preparedness and response, Recovery, Rehabilitation and Reconstruction
4	To describe the Community Linkage in Disaster Management
5	To enhance the role social workers in Disaster Management

Course Outcomes

On the successful completion of the course, student will be able:

CO1- Elucidate types of disasters and plan the preparedness for the disaster.

CO2 - Describe Disaster preparedness and responses various stakeholders of the community

C03 - Describe the NGO Registration procedure and identify how to run the NGOs effectively

CO 4 - critically analyse Recovery, Rehabilitation and Reconstruction technique

CO5- Apply Community Linkage in Disaster Management in safeguarding environment

CO6- Apply Professional social worker skills Disaster Management in safeguarding environment

SYLLABUS

UNIT – I   **(9 Hours)**

Introduction to disaster: meaning of Hazard, Risk, Vulnerability, Disaster Meaning, Nature, Importance, Dimensions & Scope of Disaster Management, Disaster Management Cycle, Natural Disasters- Meaning and nature of natural disasters, types: Hydrological Disasters - Flood, Flash flood, Drought, cloud burst, Geological Disasters- Earthquakes, Tsunamis, Landslides, valances, Volcanic, eruptions, Mudflow, Wind related- Cyclone, Storm, Storm surge, Tidal waves, Heat and cold Waves, Climatic Change, Global warming, Sea Level rise, Ozone Depletion.

UNIT – II   **(9 Hours)**

Risk Assessment and Vulnerability Analysis: Concepts, Elements & Perception of Risk, Acceptable risk, Requirements in Risk assessment, Risk Reduction- Mainstreaming "Risk /Role of Science & Technology, Strategies and International Mobilization in Disaster Risk Reduction, Concepts of vulnerability Identification, Vulnerability types and dimensions, Vulnerability- Social factors and economic factors & Strategic development for Vulnerability reduction.

UNIT – IIII   **(9 Hours)**

Disaster preparedness and response: Concept and significance, Disaster Preparedness Measures, Institutional Mechanism for Disaster Preparedness, Disaster preparedness with special needs/ vulnerable groups, Disaster Preparedness: Policy and Programmes, Role of Government, International and NGO Bodies, Role of Information Technology (IT) in Disaster Preparedness, Role of Different Organizations / Institutions.

UNIT – IV   **(9 Hours)**

Recovery, Rehabilitation and Reconstruction: Concept, Meaning, Types of rehabilitation and reconstruction, Importance of Disaster Mitigation, Cost – benefit analysis, relationship between vulnerability and development. Damage Assessment- Post Disaster Damage assessment.
Reconstructions- Essential services, Social infrastructures, immediate shelters/camps, Contingency plans for reconstructions, Development of Physical and Economic

Infrastructure- Developing Physical and Economic Infrastructure, Environmental Infrastructure development

UNIT – V   **(9 Hours)**

Community Linkage In Disaster Management: Community Based Disaster Management Human Behaviour and Response: Individual, Community, Institutional Community Participation and Awareness,Community Health during Disasters & Community Health Management, Disaster Site Management in Community& Disaster Management Strategies, Leadership and Coordination in Disaster Management & role of social worker in disaster management.

Text Books

1. Environment& Disaster Management: Ecology, Climate Change & Bio-diversity, D.R Khullar J A C S 9354601049

2. Kumar, Nitesh, Satish,Textbook of Disaster Management ,Serial Publishing House, ISBN 9789381226704

3. National Disaster Management Authority (2020) Guidelines Management of Glacial Lake Outburst Floods (GLOFs) , Ministry of Home Affairs Government of India

4. Subramanian. R, Disaster Management, Vikas Publishing House, ISBN 9352173387,9789386176686

5. Sharma SC, Disaster Management, Khanna Publishing House. ISBN 9386173387, 9789386173386

Books for References

1. Bernadin John H, 2012, Human Resource Management, New York: McGraw Hill.

2. Dwivedi. R.S, 2009, A Textbook of Human Resource Management, New Delhi, Vikas Publication House Pvt Ltd

3. Ivancevich, 2012, Human Resource Management, New York: McGraw Hill.

4. Mahajan. J P & Reeta, 2016, Human Resource Management, Noida, Vikas Publishing house.

5. Rao V.S.P 2000 Human Resource Management, New Delhi : Sage Publications.

Web Resources

1. https://www.researchgate.net/publication/277327554_Introduction_to_Disaster_Management

2. https://byjus.com/free-ias-prep/disaster-management-india/

3. https://www.youtube.com/watch?v=zR9CbaJhCd8

4. https://www.drishtiias.com/to-the-points/paper3/daster-management-i

5. https://nidm.gov.in/

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	M	S
CO6	S	S	S	M	S

S – Strong   M – Medium   L - Low

PUBLIC HEALTH IN INDIA

Course	Course Name	Category	L	T	P	S	Credits	Inst.	Marks

Code									Hrs	CIA	External	Total
	PUBLIC HEALTH IN INDIA	Elective Course – III	Y	-	-	-	3	3	25	75	100
Year	I											
Semester	II											
Prerequisites	Basic Understanding of Health in the community											

Learning Objectives

1	To develop an understanding of a multidimensional approach to Health.
2	To understand the administration of the basic health infrastructure in the country
3	To relate the knowledge of Social Work practice to the Health situation in India.
4	To gain knowledge about Communicable and Non – Communicable Diseases
5	To enhance the knowledge on Maternal and Child Health

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To aware an in-depth knowledge of the Health in the community.

CO2: To formulate health care programs with Human Rights perspective

CO3: To understand the health related to vulnerable group

CO4: To compare the administration of various health care systems in the country.

CO5: To utilize the National Health Programmed and Health Policies while working among communities

CO6: To plan appropriate Preventive, Primitive and Rehabilitative health care programs.

SYLLABUS

UNIT – I   **(9 Hours)**

Concepts related to Health: Definition of Health, Concept of Well-being, Health Spectrum, Health indicators, Social Determinants of health; Hygiene, Sanitation and Health; Meaning of disease, sickness/illness, and Sick role.

UNIT – II   (9 Hours)

Concepts and measures: Food, Nutrition & Health, Concept of balanced diet, Malnutrition, Vitamin and Protein deficiency disorders; Health Education - Definition, Approaches, Models, Contents, Principles and practice of Health Education; Preventive, Curative and Social medicine. Role of Social Worker – Proactive, Preventive, Developmental and Remedial measures in Health Primary health care and Principles of Primary Health Care; Health Perspective - Human Development Index; The Sustainable Development Goals related to health.

UNIT – IIII   (9 Hours)

Communicable and Non – Communicable Diseases: Causes, Prevention and Treatment: Communicable diseases and mode of transmission - HIV/AIDS, T.B, Hansen's disease, Vector borne, Air borne and Water borne disease and Swine Flu; and Non – Communicable diseases - Diabetes, Cardiac diseases, Hepatitis and Cancer Addiction and health: Alcoholism and Drug addiction – definition, characteristics and stages. Effects of addiction – the individual, family, health, social, economic, employment and moral.

UNIT – IV   (9 Hours)

Health Programmes & Policy: National Health programmes: Family Welfare, Maternal and Child Health, ICDS, School health programmes, AIDS control programmes, National and International Organisations related to health: ICMR, WHO, UNICEF, RNTCP. Welfare measures for the Differently Abled, State Health programmes for the weaker sections. National Health Policy 2002; Population Policy; ESI Act 1975; Health care systems in India - Levels of Health Care-Primary, Secondary and Tertiary levels, NRHM, AYUSH

UNIT – V   **(9 Hours)**

Maternal and Child Health: Maternal and Child Health – Issues and problems, Gender and Health, definition and importance of IMR & MMR, Antenatal Intranasal and Post-natal care; Breast feeding and its importance; Reproductive Health – Importance of Reproductive health; Family planning & its methods; Sex and Sexuality in terms of HIV/AIDS, LGBT; Sexual Reproductive Health Right.

Text Books

1. Park & Park. (2003). Textbook of preventive and social medicine.
2. Ajit. (2005). Social Dimensions of Health. New Delhi: Rawat Publications.
3. Bajpai. (1998). Social Work Perspectives on Health. New Delhi: Rawat Publications.
4. Mishra. (2000). Indian Health Report. New Delhi: Oxford University Press.
5. Narayana. (1997). Health and Development. New Delhi: Rawat Publications.

Books for References

1. Pokrana. (1994). Social Beliefs, Cultural Practices in Health and Disease. New Delhi: Rawat Publications.

2. Aakriti Grover, R.B. Singh,(2019) Urban Health and Wellbeing: Indian Case Studies, Springer

3. Jugal Kishore,(2001), National Health Programmes of India, National Policies & Legislations Related to Health, Century Publications

4. B. M. Ramesh, Shiva S. Halli, Krishnamurthy J, Mohan H.L · (2018) Maternal, Newborn and Child Health Programmes in India: A Programme Science Approach, Sage Publications.

5. S.L. Goel · (2009) Education of Communicable and Non-Communicable Diseases, Deep & Deep Publications, New Delhi

Web Resources

1. www.who.org World Health Reports (1995-2020)

2. www.tnhealth.org Annual Report

3. www.mohfw.nic.in Annual Report

4. www.nfhsindia.org National Family Health Survey, India

5. www.vhai.org State of India's health report, Report of independent Commission on health in India and other reports.

6. https://www.rsisinternational.org/Issue19/165-168.pdf

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	S
CO2	S	S	S	S	S
CO3	S	S	S	S	S
CO4	S	S	S	S	S
CO5	S	S	S	M	S
CO6	S	S	M	S	S

S – Strong   **M – Medium**   **L - Low**

ENTREPRENEURSHIP DEVELOPMENT

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	ENTREPRENEURSHIP DEVELOPMENT	**Elective Course - IV**	Y	-	-	-	3	3	25	75	100

Year	I
Semester	**II**
Prerequisites	**Interest and Basic Understanding in business**

Learning Objectives	
1	To understand the concept of Entrepreneur and Entrepreneurship development in India.
2	To acquire skills and techniques required for successful entrepreneur.
3	To develop the ability to critically analyse scope and challenges of entrepreneurship.
4	To develop and understanding about different schemes and program related to entrepreneurship in India.
5	To identify the settings and fields to start up a social enterprise for social change.

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To be aware about the concept, Entrepreneur and Entrepreneurship development in India.

CO2: To bring a change in the society by applying entrepreneurial tool.

CO3: To relate to theories of entrepreneurship development.

CO4 : To apply the competencies and skills of an entrepreneur in the field.

CO5: To demonstrate the use of different schemes and policies related to entrepreneurship for personal and professional development

CO6 : To create an enterprise to solve a social problem

SYLLABUS

UNIT – I   **(9 Hours)**

Introduction to Entrepreneurship: Meaning and concept of Entrepreneurship, Types of Entrepreneurships –creative entrepreneurship, inclusive entrepreneurship, knowledge entrepreneurship. Evolution of term 'Entrepreneurship, Factors influencing entrepreneurship'.Entrepreneurship development in India.Scope of entrepreneur development. Barriers to entrepreneurship

UNIT – II   **(9 Hours)**

Entrepreneur types and characteristics: Entrepreneur- definition, Types of Entrepreneurs – Social entrepreneur, Serial entrepreneur, Life style entrepreneur. Entrepreneurial characteristics.Stages in Entrepreneurial process. The changing role of the entrepreneur;

UNIT – IIII   **(9 Hours)**

Theories of Entrepreneurship: Influences on entrepreneurship development; External influences on entrepreneurship development; Women entrepreneurs: Challenges and achievements of women entrepreneurs.

UNIT – IV   **(9 Hours)**

Social Entrepreneurship: Meaning, definition: Social entrepreneur, social entrepreneurship, social enterprises. Characteristics of Social Entrepreneur- social catalysts, socially aware, opportunity seeking, innovative, resourceful, accountable.Differences between Business and Social entrepreneur, Entrepreneurship and Social Entrepreneurship.Social Entrepreneurship in developing countries and in India.

UNIT – V   **(9Hours)**

Entrepreneurship Development and Government: Entrepreneurship as a tool for social change, Innovation and inventions, Skills of an entrepreneur Role of Central Government and State Government in promoting entrepreneurship with various incentives, subsidies, grants, programs, schemes and challenges. Government initiatives and inclusive entrepreneurial Growth.
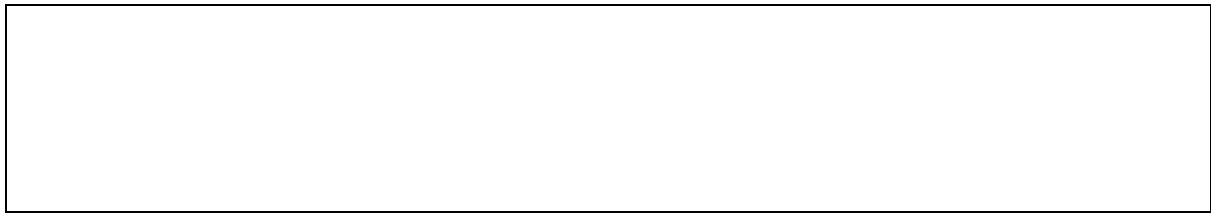
Text Books

1. Khanna, S. S., Entrepreneurial Development, S. Chand, New Delhi.

2. Kuratko, F. Donald, Richard M. Hodgetts, Entrepreneurship: Theory, Process, Practice, Thomson, 7th edition.

3. Robert A. Philips Margret BonefielRitesh Sharma, Social entrepreneurship, the next big business opportunity Global Vision Publishing House, New Delhi, 2011

4. S.S.Khanka, Entrepreneurship in India, perspective and practice, Akansha publishing house, New Delhi, 2009

5. Vasanth Desai, Entrepreneurial development, Himalaya Publishing House, 2008, web resources

Books for References

1. Desai, Vasant, Dynamics of Entrepreneurship: New Venture Creation, Prentice-Hall of India, New Delhi, Latest edition.

2. Holt H. David, Entrepreneurship: New Venture Creation, Prentice- Hall of India, New Delhi, Latest edition. Bornstein, David, how to change the world: social entrepreneurs and the power of new ideas New York, Ny: oxford university press, 2004

3. Patel, V. G., The Seven Business Crises and How to Beat Them, Tata McGraw-Hill, New Delhi, 1995.

4. Roberts, Edward B.(ed 2002.), Innovation: Driving Product, Process, and Market Change, San Francisco: Jossey Bass,

5. Zimmerer W. Thomas, Norman M. Scarborough (2007), Essentials of Entrepreneurship and Small Business Management, PHI,4 ed.

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1. **https://www.iare.ac.in/**

2. **https://www.creditmantri.com/**

3. **https://startuptalky.com/**

4. **https://www.yourarticlelibrary.com/**

5. https://openstax.org/books/entrepreneurship/pages/14-1-types-of-resources

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	L
CO2	S	S	S	M	S
CO3	S	L	S	M	S
CO4	S	S	S	S	S
CO5	S	S	M	M	S
CO6	S	S	S	S	S

S – Strong   **M – Medium**   **L - Low**

GREEN SOCIAL WORK

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	GREEN SOCIAL WORK	Elective Course - IV	Y	-	-	-	3	3	25	75	100
Year		I									
Semester		II									
Prerequisites		Basic Understanding of Role of Social Worker in Environment									
Learning Objectives											
1	To understand the concepts of Green Social Work, Ecology, Environment, and Energy resources.										
2	To analyse the impact of Globalisation, Industrialization, and Urbanization										
3	To enhance the knowledge on various issues on the environment										
4	To enable the professional social workers to understand the roles and responsibilities to protect the Environment.										
5	To gain knowledge about Environment and Management.										

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To be aware of the concepts of Ecology, Environment and Green Social Work

CO2: To understand the causes of environmental issues and its adverse effects.

CO3: To apply the appropriate measures to control and reduce the issues.

CO4: To analyze the Environmental management systems and justice.

CO5: To implement the roles and responsibilities to preserve and protect our environment

CO6: To deal with environmental issues and apply suitable interventions

SYLLABUS

UNIT – I   (9 Hours)

Basic Concepts: Ecology, Environment, Environmental Justice, Climate change, Global warming, Green Transition, Ozone Depletion, biodiversity, deforestation & desertification – Meaning & Concept. Green Social Work - Definition, Importance, Challenges in implementing Green Social Work & GSWN (Green Social Work Network). Natural resources - Concept and types.Ecosystem – Concept, Functions & Types.

UNIT – II   (9 Hours)

Development and its adverse effects on Environment: Technology, Industrialization, SEZ Urbanization and Globalization, Commercialization of Agriculture – changing land use patterns and the rural society. Construction of Dams and its consequences - Displacement, relocation and rehabilitation, Deforestation and Ecological Imbalance.

UNIT – IIII   (9 Hours)

Environmental Issues and Control measures: Environmental Pollution: Causes, effects and control of pollutions: – Air, Water, Soil, Noise, Radioactive. Waste Management; Pollution - Air, Water, Soil, Noise and Solid waste Management.

Use of Non-conventional sources of Energy. The Environment Protection Act 1986 - Air Pollution Act 1987 – Water Pollution Act 1974, Wildlife Protection Act, Forest Conservation Act. National Environment policies, National green tribunal, Environment Issues in India.

UNIT – IV   (9 Hours)

Environment Action and Management: Environmental conservation and preservation: Rio+20 & SDGs (6,7,11,12,13&15). Paris Summit and its implications: Environment Management System: Traditional knowledge and practice: Environmental justice.

UNIT – V   (9 Hours)

Role of Social Worker in Environment Protection and Preservation: Environment Ethics. Environmental Management: Role of Government and NGOs in environment protection and development. Green protocol, Green Social Work Initiatives.Promotion Environment Movements. The Chipko Movement, Narmada Bachao Andolan, Silent Valley Movement.

Text Books

1. Kaushik & Kaushik (2004) Perspective in Environmental Studies, 2ed. New Age International PLtd.
2. Agarwal S.K. 1993. Environmental protection, Himalaya Publishers, New Delhi.
3. Aradhana P.S. 1998. Environmental Management. Rajat Publishers. New Delhi.
4. Susila Appadurai. 2004. Environmental Studies. New Century Book House Publishers. Chennai.
5. Kannan 1991. Fundamentals of Environmental pollution. S. Chand. New Delhi.

Books for References

1. Alka Verma (2015) Green Social Work Environmental Protection, Pentagon Press.
2. Andromeda. 1995. New Science encyclopedia: Ecology and environment. Oxford Publishers. London
3. Aravind Kumar. 2008. Environmental Resource Management. Daya Publishers. New Delhi:
4. Aray and Abbasi 1995. Urbanisation and its Environmental Impacts. New Delhi: Discovery
5. Asthana. D.K. 2001. Environmental Problems and solutions. S. Chand publishers. New Delhi.
6. Barrow CJ (2006) Environmental Management for Sustainable Development, Routledge Taylor & Francis Group
7. Dash Sharma P. 1998. Environment Health and development. Anmol Publishers. New Delhi.
8. Dominelli L(2012) Green Social Work: From Environmental Crises to Environmental Justice, Polity Press
9. GuhaRamchandra, 1991 The Unquietwoods, Ecological Change and Peasant Resistance in the Himalayas, New Delhi: Oxford University Press
10. Luoma Samuel N. 1984. Introduction to environmental Issues. Macmillan Publishers. Calcutta.
11. Maharajan V.S. 1986. Environment protection: challenges and Issues. Deep and Deep Publishers. New Delhi
12. Mohan I. 2002. Environmental Problems in 21stCentury. Anmol Publishers. New

Delhi

13. Mohanty. S.K. 1997. Environment and pollution Law Manual. Universal Publishers. New Delhi.

14. Ravichand. M. 2007. Environmental Management. Concept Publishers. New Delhi.

Web Resources

1. https://www.india.gov.in/official-website-ministry-environment-and-forests-0
2. https://moef.gov.in/en/rules-and-regulations/environment-protection/
3. http://www.indiaenvironmentportal.org.in/
4. http://www.envis.nic.in/
5. https://cpcb.nic.in/
6. https://www.aasw.asn.au/victoria/green-social-work-network

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	M	S	S	S	S
CO2	S	S	S	S	M
CO3	S	S	S	S	S
CO4	S	S	S	S	S
CO5	S	S	S	S	S
CO6	S	S	S	S	S

S – Strong   **M – Medium**   **L - Low**

LIFE SKILLS FOR SOCIAL WORK

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	LIFE SKILLS FOR SOCIAL WORK	Skill Enhancement Course-I	Y	-	-	-	2	4	25	75	100

Year	I
Semester	II
Prerequisites	Basic Understanding of Life Skills

Learning Objectives	
1	To learn about Life skills and Self.
2	To understand the importance of communication & interpersonal relationships.
3	To equip the student with higher order thinking.
4	To help the students to handle emotions.
5	To make the students face the challenges.

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To understand their strengths and weaknesses.

CO2: to be a socially competent person.

CO3: To apply life skills to handle situation effectively

CO4: To set Goals and achieve them successfully

CO5: To accomplish Self Competency and Confidence

CO6: To identify, analyse and health the situations using core life skills

SYLLABUS

UNIT – I (6 Hours)

Life skills -Self awareness & Empathy: Life Skills -Meaning, Significance and overview of WHO Life skills. Self awareness: Definition, concept of self, Techniques used for Self awareness- Johari window and SWOC analysis. Empathy: concept of empathy.

UNIT – II (6 Hours)

Communication and Interpersonal Skills: Communication – definition, Types, channels and barriers. Transactional analysis. Interpersonal relationship – Definitions, factors affecting relationship, Steps to improve interpersonal relationship.

UNIT – IIII (6 Hours)

Creative and Critical Thinking: Creative Thinking: Meaning, Concept, strategies to improve thinking. Critical Thinking:Meaning, Concept, strategies to improve thinking. Functions of Left and right Brain.

UNIT – IV (6 Hours)

Coping skills: Coping with Stress: Definition, meaning, causes, reaction, types, stress Management. Coping with Emotions: understanding emotions, types, strategies to manage emotions. Importance of IQ and EQ. Resilience: Meaning and its importance.

UNIT – V (6 Hours)

Problem Solving and Decision Making: Problem solving: concept, steps in problem. Decision making: Goal setting and Time Management, SMART Goals, steps in decision Making and techniques. Conflict: Meaning, Types and ways to resolve Conflict.

Text Books

1. Dudhade B A (2016), Life Skills Education, Bookman Publishers

2. Mangal S.K. (2008), An Introduction to Psychology, Sterling Publishers Pvt. Ltd., New Delhi.

3. Mahajan G (2022) Life Skill Education, Shipra Publications

4. Mangal SK (2007), Essentials of Educational Psychology,Prentice Hall India Learning Prt. Ltd.

5. Shalini Verma (2014); "Development of Life Skills and Professional Practice"; First Edition; Sultan Chand (G/L) & Company

Books for References

1. Arvind M Nawale , 2018, An Introduction to Life Skills A Textbook for College Students

2. Gowra Mahajan, 2022, Life Skill Education, Shipra Publishers

3. Erin Murphy-Graham, Joan DeJaeghere, 2021, Life Skills Education for Youth,Critical Perspectives, Springer International Publishing

4. Joan De Jaeghere, Erin Murphy-Graham , 2021, Life Skills Education for Youth: Critical Perspectives

5. Larry James (2016); "The First Book of Life Skills"; First Edition; Embassy Books.

6. Saravanakumar, 2020, Life Skill Education Through Lifelong Learning, Lulu Pub.

Web Resources

1. https://www.unicef.org/azerbaijan/media/1541/file/basic%20life%20skills.pdf

2. https://www.unodc.org/pdf/youthnet/action/message/escap_peers_07.pdf

3. https://aif.org/wp-content/uploads/2018/10/Lifeskills-2018a_MAST.pdf

4. http://www.essentiallifeskills.net/

5. http://www.unicef.org/lifeskills/index_whichskills.html

6. http://www.exforsys.com/career-center/life-skills.html

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	M	S	S
CO2	M	S	S	S	S
CO3	S	S	S	S	S
CO4	S	S	S	S	S
CO5	S	S	S	S	S
CO6	S	S	S	S	S

S – Strong   M – Medium   L - Low

SEMESTER III

RURAL COMMUNITY DEVELOPMENT

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	CIA	External	Total
									Marks		
									CIA	External	Total
	RURAL COMMUNITY DEVELOPMENT	**Core Course – VII**	Y	-	-	-	5	6	25	75	100
Year		II									
Semester		III									
Prerequisites		**Basic Understanding of Rural Development**									
Learning Objectives											
1	The students are able to understand the issues prevailing in rural areas										
2	The students will be able to invent solutions for better rural development.										
3	To understand the tribal problems and rights development and panchayat Raj of both State and central										
4	The rural development programme makes students to understand the socio economic conditions of rural folk.										
5	To gain competencies needs for rural community development social workers										

Course Outcomes

On the successful completion of the course, student will be able:

CO1 :Define the rural areas, rural economy and development and issues or Rural Development in general and address them through various development strategies.

CO2 : Acquaint the knowledge on social political structure, economic structure, economic

CO3: Explain the rural local self-governance namely Panchayat Raj Institutions and its role in planning and development of rural areas

CO4: Elucidate the role of government, non-government and role of social workers in rural and tribal development.

CO5: To understand the suitable intervention for rural and tribal development.

CO6 :To apply the various application of social work methods in solving the rural and tribal problems.

SYLLABUS

UNIT – I   (12 Hours)

Rural Community: meaning, characteristics; types of villages; scope of studying the rural community and its relation to social work; rural social structure and constraints to rural development; rural organisation and rural development - school, co-operatives, village panchayat, youth club, women's club, self-help groups etc.; rural problems: poverty, illiteracy, unemployment, problems related to agriculture (land holding, productivity, marketing), and community health.

UNIT – II   (12 Hours)

Rural Socio – Political Institutions and Processes: Society and Social Structure, Social Mobility, Social Changes, Caste Structure. Rural Literacy, causes for Low Literacy Rate, Corrective measures to increase the literacy in rural area. PRI's the Grama Panchayats and Power and Functions, Decentralized Governance Impact of Decentralized Governance on Rural Development.

UNIT – III   (12 Hours)

Concept of Village, Settlement pattern, Factors for pattern of settlement. The Problem of Housing, Rural Sanitation- Drinking water, Drainage, Toilets (Public and Private).

UNIT – IV   (12 Hours)

Rural development programmes in India : Concepts, approaches and strategies of Rural Development, Philosophy of Rural Development - A.T. Masher, Mahatma Gandhi and Lenin. Experiments in Rural Development.Rural development programmes in india: Mahatma Gandhi National Rural Employment Guarantee Act (MGNREGA) 2005**:** Deen Dayal Antyodaya Yojana – National Rural Livelihoods Mission (DAY-NRLM): Pradhan Mantri Gram Sadak Yojana (PMGSY): Pradhan Mantri Awas Yojana – Gramin: Pradhan Mantri Adarsh Gram Yojana (PMAGY): Saansad Adarsh Gram Yojana (SAGY)**:** National Rurban Mission (NRuM)**:** The National Social Assistance Programme (NSAP) Mission Antyodaya.

UNIT – V   **(12 Hours)**

Tribal Concepts: Organisation & Culture: Tribal Concept, Meaning & Identity Meaning, definition and characteristics of tribe. Tribal Problems: Economic Issues Land alienation & Agriculture Poverty & indebtedness Unemployment, Infrastructural Issues Habitat and settlement. Historical perspective of tribal policy, National and international policies 'Panchshil' philosophy as strategy for implementation and its impact on tribal policy Constitutional identity.

Text Books

1. Gupta K. R. (2010) Rural Development in India, Atlantic; Latest edition (1 January 2010); Atlantic Publishers & Distributors Pvt Ltd,ISBN-13 : 978-8126913930

2. Madhusudan Ghose, & A.K (2013) Rural Development in India – Challenges and Prospects, Serials Publications, New Delhi, ISBN: 978-8183875929

3. Katar Singh (2009) Rural Development: Principles, Policies & Management Sage Publication, ISBN:978-81-8387-592-9

4. Sagar Mondal (2012) Text Book of Rural Development Entrepreneurship and communication skills, Kalyani Publishers, ISBN: 978-93-272-2069-8.

5. Shankar Rao, (2000), Sociology., S.Chand & Company, New Delhi., 6th Edition.

Books for References

1. Agarwal, Bina. 1994. A Field of One's Own; Gender and Land Rights in South Asia. Cambridge University Press. New Delhi.

2. Breman, Jan. 1974. Patronage and Exploitation; Changing Agrarian Relations in South Gujarat. University of California Press. Berkeley.

3. Breman, Jan. 1985. Of Peasants, Migrants and Paupers; Rural labour Circulation and Capitalist Production in West India. Oxford University Press. Delhi.

4. Chandrasekhar.Y.K, (2011), Rural Development Administration in India., Mohit Books International.

5. Debarshi Mukherjee, Rajes Chatterjee, Sudkhina Mitra (2022) Rural Livelihood Development of Tripura: An MGNREGS Experience, Kaveri Books, New Delhi ISBN:

978-81-955493-0-6.

6. Goel, Shalini and Rajneesh, (2000), Panchayati Raj in India- Theory and Practice. Deep and Deep Publications.

7. Maheswari.S (1985) Rural Development in India - A Public Policy Approach, New Delhi: Sage

8. Subhakantha, Mohapatra, (2000), Planning for Integrated Area Development., Rajat Publications.

Web Resources

1. https://drdpr.tn.gov.in/

2. https://www.yourarticlelibrary.com/india-2/rural-development/7-major-rural-development-policies-of-india/66724

3. https://www.vedantu.com/civics/rural-administration-in-india

4. https://www.ijert.org/research/problems-of-rural-system-in-india-need-for-addressing-them-in-rural-development-planning-IJERTV9IS110119.pdf

5. https://nrega.nic.in/Nregahome/MGNREGA_new/Nrega_home.aspx

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	M	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	S	S	S

S – Strong **M – Medium** **L - Low**

HUMAN RESOURCE MANAGEMENT

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	CIA	External	Total
									Marks		
	HUMAN RESOURCE MANAGEMENT	Core Course –VII	Y	-	-	-	5	6	25	75	100

Year	II
Semester	III
Prerequisites	Basic Understanding of Management and Industry
Learning Objectives	

1	To inculcate the knowledge on Human Resource Management.
2	To understand the various sub-system of Human Resource Management
3	To gain competencies needed for Human resources professional
4	To develop the methods for the Human Capital Development.
5	To enhance the knowledge of the process and recent trends in Human Resource Management.

Course Outcomes

On the successful completion of the course, student will be able:

CO1 : To aware an in-depth knowledge on the process of Human Resource Management.

CO2 : To understand the suitable interventions on Human Resource Management practice.

CO3: To articulate the budding HR Professionals to meet the challenges in the Industries in the modern era.

CO4: To analyse the appropriate methods for the human capital development and retention of employees.

CO5: To evaluate the recent trends and advances in Human Resource Management.

CO6 : To adapt the future perspectives of Human Resource Management in Global business world.

SYLLABUS

UNIT – I   **(12 Hours)**

Management and Human Resource Management :*Management*: Concept, Principle, Functions. *Human Resource Management*: Concept, Definitions, Scope and objectives. Organization Structure and Function – Line and staff relations of Human Resource Management.HR Business Partnering, Qualities and Role of HR Manager.

UNIT – II   **(12 Hours)**

Human Resource Planning and Talent Acquisition :*Human Resource Planning*: Concept and objectives and Process. Job Analysis, Job Description, Job Specification, Job Design and Job Enrichment. Career planning and Career paths; Job rotation.Talent Acquisition, Talent Development and Talent Engagement.

UNIT – IIII   **(12 Hours)**

Recruitment and Selection :*Recruitment* - Concept, Meaning, Objectives, Sources and Process. Employment terms Recruitment Policy. *Selection* - Concept, Meaning and Objectives. Selection Process, Psychometric Assessment. Induction, Placement, probation and confirmation.*Compensation Management*:Salary Structure and Components of Compensation. Factors influencing compensation plans and policies.Types of Pay. Job Evaluation – Fixation of salary, Components of Salary. Pay for performance – Incentive Schemes, Principles and Types, Employees Stock Option Plan, compensation survey/ Review. Types of Employee Categories.

UNIT – IV   **(12 Hours)**

Human Capital Development :*Learning and Development*: Concept, objectives, steps and Process - Types of Training Methods: On-the Job and Off-the Job. Training need analysis – competencies: Expectation Vs Actual, Identifying gaps. Developmental Needs for current and future jobs. HR Compliances.*Performance Appraisal System*: Concept, Objectives and Importance – Methods of Performance Appraisal: Traditional and Modern Methods.*Talent Retention and Separation*: Attrition: Concept and Factors influencing Attrition. Transfer:

Concept and Types. Talent Retention: Concept, importance and strategies. Separation: concept and methods of Separation – Exit Interviews: Need and Importance. Voluntary Retirement Scheme.

UNIT – V **(12 Hours)**

Recent Trends and Advances in Human Resource Management :*Recent Trends in Human Resource Management*: Artificial Intelligence (AI) and Machine Learning, Employee Wellness Programmes, Learning Management System (LMS), Fluid Task Management with Gig Economy, Work From Home (WFH). *Advances in Human Resource Management* : Corporate Social Responsibility, Benchmarking, Balanced Scorecard, Six Sigma, Kaizen, 5 S Method, Human Resource Accounting and Auditing, Human Resource Information System, Business Process Reengineering, Total Productivity Maintenance (TPM), Total Quality Management (TQM), International Organization for Standardization (ISO), Human Resource Management in Global Perspective, Future of Human Resource Management.

Case Studies: Some cases of real business world to supplement learning from the course.

Text Books

1. Bernadin John H, 2012, Human Resource Management, New York :McGraw Hill.

2. Dwivedi. R.S, 2009, A Textbook of Human Resource Management, New Delhi, Vikas Publication House Pvt Ltd

3. Ivancevich, 2012, Human Resource Management, New York : McGraw Hill.

4. Mahajan. J P & Reeta, 2016, Human Resource Management, Noida, Vikas Publishing house.

5. Rao V.S.P 2000 Human Resource Management, New Delhi : Sage Publications.

Books for References

1. Andrew J. Dubrin, 2012 Essentials of Management, New York: Thomson Southwestern

2. ChatteIjee, Bhaskar 1999 The Executive Guide to Human Resource Management, New Delhi: Excel Books.

3. Ivancevich, 2012, Human Resource Management, New York : McGraw Hill.

4. Gary Dessler, 2018, Fundamentals of Human Resource Management, Noida, Pearson Publications.

5. Gary Dessler and Biju Varrkey, 2020, Human Resource Management, Noida, Pearson Publications.

6. Mahajan. J P & Reeta, 2016, Human Resource Management, Noida, Vikas Publishing house.

7. Mathur, B.L.,1989 Human Resource Development Strategies, Approaches and Experiences. Jaipur: Arihant Publishers.

8. Monir Tayeb. 2007, International Human Resource Management. New York : Oxford University Press.

9. Pareek, Udai and Rao, T. V, 1982, Designing and Managing Human Resources, New Delhi, Oxford & IBH.

10. Rao V.S.P 2000 Human Resource Management, New Delhi : Sage Publications.

11. Rudrabasavaraj, M. N. 1986, Cases in Human Resource Management, Bombay: Himalaya Publishing House.

12. Sandra M. Reed, Dave Ulrich, 2017,A Guide to the Human Resource Body of Knowledge, New Jersey, John Wiley & Sons Publishing Company.

13. Singh PN 1992, Developing and Managing Human Resource, Mumbai, Suchandra Publications.

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2. https://www.whatishumanresource.com/
3. https://www.aihr.com/blog/human-resource-basics/
4. https://www.shrm.org/
5. https://www.citehr.com/
6. https://www.hrbartender.com/
7. https://www.hrmorning.com/

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	S	S	S

S – Strong   M – Medium   L - Low

MEDICAL SOCIAL WORK

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	MEDICAL SOCIAL WORK	**Core Course – VII**	Y	-	-	-	5	6	25	75	100

Year	II
Semester	III
Prerequisites	Basic Understanding of health and Social Work

Learning Objectives	
1	To equip students by imparting knowledge to understand the concept, definition, objectives, of Medical Social Work.
2	To apply the models of Health care while working at micro, mezzo and macro level.
3	To acquire skills and techniques required for medical social worker, values and ethics of professional social work.
4	To develop the ability to critically analyse problems of patients and caregivers in health setting.
5	To identify the settings and fields for the practice of medical social work.

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To be aware about the concept, history, scope and trends in Medical Social Work.

CO2: To Identify, analyse, and implement evidence-based interventions for patients and care givers.

CO3: To Critically choose and implement health care models in the practice setting to achieve the goals of medical social work

CO4: To analyse competencies and skills required for medical social worker in different setting.

CO5: To create and implement empirically-based interventions in a multidisciplinary setting.

CO6: To demonstrate ethical values and able to articulate patients' rights in health care setting

SYLLABUS

UNIT – I   (12 Hours)

Introduction to Medical Social Work: Medical Social Work: Definition, Concept, objectives. Historical Development of medical social work in India and abroad.Trends & Scope of Medical Social work practice in India. Organisation and administration of Medical Social Work in hospitals

UNIT – II   (12 Hours)

Understanding Patient and illness behaviour: Concept of- Acute illness, chronic illness, terminal illness, disability, impairment and handicaps.

Concept of patient as a person. Patient as a whole, Sick role and illness behaviours. Impact of illness on the patient and caregivers.Hospitalization of patient – impact on family.Concept and Impact of long-term hospitalization on the patients and their families.

UNIT – IIII   (12 Hours)

Healthcare Models: Preventive, Curative, Promotional, Integrative and Development Model. Holistic Approach to Health Alternative System of Health - AYUSH. Health Education: Concept and Principles, Models, Methods and Techniques.

UNIT – IV

                                                                   (12 Hours)

Medical Social Work Department : Organization and administration; Functions, Public relations in hospital, Medical Social Work in relation to other disciplines, Multidisciplinary approach and teamwork; Medico-Legal issues, Euthanasia, Organ Transplant. Patient's Rights and Medical Ethics in health care.

UNIT – V (12 Hours)

Medical social work practice in different settings: Role of medical social worker in Out-Patient departments, Emergency / Crisis Care, ART Centers, Hospice, Community Health, Geriatric Department, Pediatric Department and Oncology department. Rehabilitation: Definition, Types and principles, Community based rehabilitation. Ambulatory, Palliative care, Hospice and Convalescent care.

Text Books

1. Brandell, J R (1997). Theory and Practice of Clinical Social Work, London: Free Press

2. Brannon &Feist, (2000) Health Psychology, TLARC Publication, Toronto.

3. Dowding &Barr, (2002) Managing in Health Care, Pearson Education Ltd. London.

4. Park and Park, 23 rd (Ed), 2015 Preventive and Social Medicine, BanarsidasBhanotPublishers, Jaipur.

5. Pathak, S.H., (1961) Medical Social Work in India, Delhi School of Social Work, New Delhi.

6. Sarah Ghelert, 2006 Hand book of Health Social Work, John Wiley & Co., London.

Book for References

1. Kapil, Krishnana (1971) Social Service Opportunities in Hospitals, Bombay, TISS

2. BajpaiP.K. (ed.).(1997).Social Work Perspectives in Health. Rawat Publications. Delhi.

3. Blaxter, Mildred (2004), Key Concepts on Health, Polity Publishers, New Delhi

4. Bradshaw & Bradshaw, (2004)Health Policy for Health Care Professional, Sage Publications, New Delhi.

5. Beder, J. (2006). Hospital social work: The interface of medicine and caring. New York, NY: Routledge.

6. D'Ambruoso, S. (Ed.) (2006). Handbook of social work in health and aging. New York, NY: Oxford University Press.

7. Egan, M. (2010). Evidence-based interventions for social work in health care. New York, NY: Routledge.

8. Field M.(1963).Patients are people-A Medical-Social Approach to Prolonged Illness,

Columbia University Press, New York.

9. Gehlert, S., & Browne, T. A. (Eds.). (2006). Handbook of health social work. New York, NY: Wiley.Gambrill.E. (1997). Delhi Social work in the 21st century, Pine for gepress,New Delhi.

10. GolsteinD.(1955),Expanding horizons in medical social work,The University of Chicago Press, Chicago.

11. Pokarno K.L., (1996), Social Beliefs, Cultural Practices in Health and diseases; Rawat Publications, Delhi.

Web Resources

1. https://mgcub.ac.in/
2. https://rmlh.nic.in/
3. https://www.tandfonline.com/
4. https://www.ncbi.nlm.nih.gov/pmc/
5. https://www.sweducarebd.com/
6. http://www.pitt.edu/

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	M	M	S	S	L
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	L
CO5	S	S	M	S	S
CO6	S	S	S	S	M

S – Strong   **M – Medium**   **L - Low**

DEVELOPMENT STRATEGIES

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	CIA	External	Total
									Marks		
	DEVELOPMENT STRATEGIES	**Core Course – VIII**	Y	-	-	-	5	6	25	75	100

Year	**II**
Semester	**III**
Prerequisites	**Basic Understanding of Human Resource Management**

Learning Objectives	
1	To learn the basic knowledge about Self Help Groups and their problems
2	To understand the significance of the economic benefit of water shed management
3	To acquire skills pertaining to the application of development strategies
4	To develop a perspective to update the latest development strategies
5	To enhance the skills of developmental strategies in different sectors

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Course Outcomes

On the successful completion of the course, student will be able:

CO1: To gain knowledge about Self Help Groups and their problems

CO2: To gain knowledge about the economic benefit of water shed management.

CO3: To gain knowledge about development strategies

CO4: To understand the functions and activities of different developmental strategies

CO5: To acquire the skills of using the developmental strategies in different sectors

SYLLABUS

UNIT – I   **(12 Hours)**

UNIT I: Self Help Groups: meaning- Characteristics- formation- animation. Federation of SHGS at the Panchayats, Cluster, Block and District. Role of state in SHGs. Role of banks in SHGs. Maintenance of records in SHGs. Grading and evaluation of SHGs. Role of SHGs in local issue tackling. Leadership in SHGs. Problems faced by SHGs. SHGs and Economic development. Role of NGOs in SHGs. Role of social workers in SHGs. Micro finance- meaning and characteristics- working of Micro finance- Philosophy of micro finance- Role of Social worker in Micro finance.

UNIT II: **(12 Hours)**

Water shed Management – meaning, philosophy, objectives, and implementation. Economic benefits, social benefits. People"s participation in water shed management, by products of water shed management. Role of NGOs in water shed management. Role of government in water shed management. Changes in life style due to water shed management. Limitations of water shed management. Role of social workers in water shed management.

UNIT III: **(12 Hours)**

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: **(12 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: **(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.

Text Books

1. Lalitha.N. 2003. Self Help Groups in Rural Development. Dominant publications. New Delhi.

2. Sharma R. K. 2011. Entrepreneurship Development. Himalaya publications. Bombay.

Books for Reference

1.Daniel A.V. 2011. Strategies for Agricultural Development. Vora publications. Bombay.

2. Danial Lazer. 2008. Micro Training Poverty and Eradication. New Century publications. New Delhi.

3. Desai Vasant. 2008. Dynamics of Entrepreneurial Development. Sultan Anand & sons. New Delhi.

4. Giriappa. S. 2011.Water the Efficiency in Agriculture. Oxford Press. Calcutta.

5. Jayashree. 2005. Entrepreneurial Development. Marghan publications. Chennai.
6. Selvapathi K., 1995. An Economic Analysis of the Watershed Development. Sacred Heart College. Tirupattur.

7. Khan M. A. 2002. Water Shed Management for Sustainable Agriculture. Agrobias publications. Judhpur.

8. Poomani C. 2000. Functioning of Mahalir Thittam. Sacred Heart college. Tirupattur.

9. Sharma R. K. 2011. Entrepreneurship Development. Himalaya publications. Bombay.

10. Upendra Nath Roy. 2005. People Participation in Watershed Management. Kanishka Publisher. New Delhi.

11. Usharani. K., 2008, Marketing Strategies and Finance Viability of Self Help Groups, Sarop & Sons, New Delhi.

12. Vijaya Agarwal, 2005, Micro Finance An Introduction, ICFAI University, Hydrabad.

Web Resources

1. https://www.vedantu.com/civics/rural-administration-in-india
2. https://www.ijert.org/research/problems-of-rural-system-in-india-need-for-addressing-them-in-rural-development-planning-IJERTV9IS110119.pdf
3. https://nrega.nic.in/Nregahome/MGNREGA_new/Nrega_home.aspx

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	M	S	M
CO2	S	S	S	S	S
CO3	M	S	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S

S – Strong   **M – Medium**   **L - Low**

LABOUR LEGISLATIONS

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	CIA	External	Total
										Marks	
										CIA	External	Total
	LABOUR LEGISLATIONS	**Core Course – VIII**	Y	-	-	-	5	6	25	75	100

Year	**II**
Semester	**III**
Prerequisites	**Basic Understanding of Human Resource Management**
Learning Objectives	
1	To learn the basic features of Labour Legislations
2	To understand the significance of the working of labour laws in various sectors
3	To acquire skills pertaining to the application of labour laws in industries
4	To develop a perspective to update the latest legal amendments pertaining to labour
5	To enhance the skills of understanding the various case laws

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To identify the significance of labour legislations in human resource management

CO2: To apply the knowledge of labour legislations to regulate the working conditions in the industrial sector

CO3: To apply the knowledge and skills of implementing the wage legislations

CO4: To implement the knowledge of social security legislations

CO5: To analyse and apply the legislations pertaining to Industrial Relations

CO6: To evaluate the working of the legislations in the State of Tamil Nadu

SYLLABUS

UNIT – I   (12 Hours)

Labour Legislation: History of labour legislations in India; Labour in the Indian constitution; Industrial jurisprudence; Industrial law as distinguished from Common law.

UNIT – II   (12 Hours)

Legislations pertaining to working conditions: The Factories Act, 1948. Industrial Employment (Standing Orders) Act. 1946. Apprentices Act, 1961. Contract Labour (Regulations and abolition) Act, 1970

UNIT – III   (12 Hours)

Wage Legislation and Social Security Legislations: Payment of wages Act, 1936. Minimum wages Act, 1948. Payment of Bonus Act, 1965. Workmen's Compensation Act, 1923. Employee's State Insurance Act, 1948. Employee Provident fund and miscellaneous provisions Act. Maternity benefit Act, 1961. Payment of Gratuity Act, 1972

UNIT – IV   (12 Hours)

Industrial Relations Legislations: Trade Unions Act, 1926, Industrial Disputes Act, 1947,

UNIT – V   (12 Hours)

Labour Legislation in Tamilnadu: Tamil Nadu shops and establishments Act, 1947. The Tamil Nadu catering establishment Act, 1958. Tamil Nadu Labour welfare fund Act, 1972. The Tamil Nadu Industrial establishments (National and Festival Holidays) Act, 1958.

Text Books

1. Blanpain, R. (2001). Labour law, human rights and social justice. The Haugue: Kluwer Law Intl.
2. Kapoor, N, D. (2001). Elements of Industrial Law. New Delhi: Sultan Chand and Sons
3. Kumar, H.L. (2003). Labour Law (2ndEds). New Delhi: Universal Law Publishing Pvt Ltd.

4. Padhi. P.K (2010). Labour and Industrial Laws. New Delhi. PHI

5. Tripathi, P.C. (1998). Industrial Relations & Labour Laws. New Delhi, Sultan Chand Publication

Books for Reference

1. Ajay, Garg. (2012). Labour Laws One Should Know. New Delhi: Nabhi Publishing House

2. Blanpain, R. (2004). Comparative Labor Law and Industrial relations in Industrialized Market. Kluwar law Intl.

3. Conaghan, J., Fischl, R. M., & Klare, K. (Eds.). (2004). Labour law in an era of globalization: Transformative practices and possibilities. New Delhi. Oxford University Press

4. Grogan, J. (2007). Collective labour law. Juta and Company Ltd.

5. Kumar, H. L. (2013). Labour Laws Everyone should Know.New Delhi: Universal Law Publishing

6. Kumar, H.L. (1997). Employees Rights under Labour Laws. New Delhi: Universal Law Publishing Pvt Ltd.

7. Malik, P. L. (1999). Industrial Law, Vol 1 (18thEds). Lucknow: EBC Publishing Pvt Ltd.

8. Sharma, A. M. (2000). Industrial Jurisprudence and Labour Legislation. New Delhi. Himalaya Publishing House

9. Sinha, P. R. N., InduBala, Sinha, and Seema, Priyadarshini, Shekhar. (2006). Industrial Relations Trade Unions and Labour Legislation(8thEds). New Delhi: Dorling Kindersley India Pvt Ltd.

10. Tripathi, P.C., Gupta, C. B., and Kapoor, N.D. (2009). Industrial Relations and Labour Law (4thEds). New Delhi: Sulthan Chand and Sons

Web Resources

1. https://labour.gov.in/list-enactments-ministry

2. https://www.icsi.edu/media/webmodules/Labour_Laws&_Practice.pdf

3. https://www.mgkvp.ac.in/Uploads/Lectures/47/1424.pdf

4. https://www.shrm.org/shrm-india/pages/simpliance.aspx

5. https://www.whatishumanresource.com/employment--labour-laws-in-india

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	M	S	M
CO2	S	S	S	S	S
CO3	M	S	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S

S – Strong   **M – Medium**   **L - Low**

PSYCHIATRIC SOCIAL WORK

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	PSYCHIATRIC SOCIAL WORK	**Core Course – XI**	Y	-	-	-	5	6	25	75	100

Year	II
Semester	IV
Prerequisites	**Basic Understanding of Psychiatric Social Worker in special settings**

Learning Objectives	
1	To aware on historical development of psychiatric Social Work
2	To understand the social Work models and methods.
3	To gain indepth knowledge on Psychiatric hospitals.
4	To understand the role of Psychiatric Social Worker in special settings.
5	To acquire knowledge and skill in the practice of Community Psychiatry and Rehabilitation

Course Outcomes

On the successful completion of the course, student will be able:

CO1:To compare international Psychiatric Social Work standards and adopt suitable standards.

CO2: To apply methods of social work among psychiatric patients, family and people with mental illness.

CO3: To understand Psychiatric Hospital

CO4: To identify the role of social worker in clinical practice and help accordingly

CO5: To demonstrate high knowledge and skill as a Psychiatric Social Worker.

CO6: to formulate and design community mental health programs to address issues of mental

health among communities

SYLLABUS

UNIT – I   **(12 Hours)**

Introduction to Psychiatric Social Work: Psychiatric Social Work- Definition, Scope, Psychiatric Social Work as a field of Social Work in India. Current trends in Psychiatric Social Work, Changing trends in Psychiatric Social Work, Historical Development of Psychiatric Social Work in U.K., U.S.A. and India.

UNIT – II   **(12 Hours)**

Social Work models and Methods: The concept of psychiatric patient, Family and Mental Illness. Diagnosis in Psychiatric Social Work. Multi-Dimensional Approach, Psychosocial Education in Psychiatric Social Work, Models in Psychiatric Social Work. Social Case Work, Social Group Work and Family Therapy in Psychiatric setting.

UNIT – IIII   **(12 Hours)**

The Psychiatric Hospital as a Social System: Partial hospitalization. Concept of Milieu Therapy & Therapeutic Community, Admission Pattern, Vocational training Program (Industrial Therapy). Role of Psychiatric Social Worker in multidisciplinary team in inpatient & outpatient setting, (General Hospital Psychiatry)

UNIT – IV   **(12 Hours)**

Psychiatric Social Work practice in special settings: Day Hospitals, Child Guidance Clinic, Epilepsy Clinic, Adolescent Clinic, Mental HealthClinics, Geriatric Clinics. Deaddiction clinic, Crisis Intervention clinics, School Mental Health, Family Counselling Centre, Industrial setting.

UNIT – V   **(12 Hours)**

Rehabilitation and Community Psychiatry: Rehabilitation in Psychiatry; Concept, Principles, Process & Programmes, Role of Psychiatric Social Worker in Rehabilitation, Concept of Community Psychiatry and Community based Rehabilitation, Rehabilitation of Chronic Mentally ill Patients. Community Psychiatry: Role of the Psychiatric Social Worker in Community Mental Health Programmes, National Mental Health Program (NMHP) 1982, Revised Version 2002, District Mental Health Programs (DMHP) and their implementation. Health Mission. National Alliance, Supportive, Advocacy. Challenges and limitations in Psychiatric Social Work Practice, Innovations and trends in Psychiatric Social Work

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Text Books

1. Park & Park. (2003). Textbook of preventive and social medicine.

2. Revised School Health Manuel, 2010, Central Board of Secondary Education.

3. Sekar, Parthasarathy, Muralidhar (2011), Handbook of Psychiatric Social Work, NIMHANS Publication.

4. Verma, Ratna, (1991). Psychiatric Social Work in India. Sage Publications, New Delhi

5. Francis, Abraham P.(2014), Social Work in Mental Health – Areas of Practice, Challenges & Way Forward, Sage Publications

Books for References

1. Daver, Bhargavi, (1999). Mental Health of Indian Women, Sage Publications, New Delhi

2. Daver, Bhargavi, (2001). Mental Health from a Gender Perspective. Sage Publications, New Delhi

3. Dhanda, Amita, (1999). Legal Order and Mental Disorder. Sage Publications, New Delhi

4. Kapur, Malavika, (1997). Mental Health in Indian Schools. Sage Publications, New Delhi

5. Online Manual NIMHANS Training Manuel for Psychologists, 2016, National Mental Health Programme and National Institute of Health and Family Welfare, New Delhi.

6. WHO, 1991 Innovative Approaches in Mental Health Care, Psychosocial Interventions and Co-management, Geneva.

7. World Health Organization, 1986 Prevention of Mental, Neurological and Psychosocial problems

Web Resources

1. www.who.org
2. https://www.journals.elsevier.com/journal-of-behavior-therapy-and-experimental-psychiatry
3. https://www.apa.org/pubs/journals/abn/index
4. https://www.scitechnol.com/traumatic-stress-disorders-treatment.php
5. https://www.journals.elsevier.com/journal-of-experimental-social-psychology
6. https://www.journals.elsevier.com/mental-health-and-physical-activity
7. http://learnmem.cshlp.org/
8. https://journals.sagepub.com/toc/SPP/7/1
9. https://www.sciencedirect.com/journal/personality-and-individual-differences
10. https://onlinelibrary.wiley.com/journal/19383703
11. https://www.india.gov.in/topics/health-family-welfare

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	M	S	S	S	S
CO2	S	S	S	S	S
CO3	S	S	S	S	S
CO4	S	S	S	S	S
CO5	S	S	S	S	S
CO6	S	S	S	S	S

S – Strong   **M – Medium**   **L - Low**

SOCIAL WORK RESEARCH AND STATISTICS

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	CIA	Ex
	SOCIAL WORK RESEARCH AND STATISTICS	**Core Course - IX**	Y	-	-	-	5	6	25	

Year	**II**
Semester	**III**
Prerequisites	**Basic Understanding of Social Problems**

Learning Objectives	
1	Thiscoursewilldealwithresearchproblems,constructionofhypotheses,testing,researchdesigns,sampli etc.
2	Theprobabilityand non-probabilitymethods areused to help aresearcher makeconclusions orarrive largergroup.
3	Thiscoursewill helpin learningthe typesof socialwork researchthat arecommonlyused.
4	Thiscourseistheprocessthatthrowslightontheresearchworksduringdatacollection,andcodificationan ofthe data.
5	Thisexplains andinterprets avarietyofhypotheses toaid thedecision makingprocess inaresearchcont

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Course Outcomes

On the successful completion of the course, student will be able:

CO1: To aware an in-depth knowledge on Social Work Research.

CO2: To understand the clarityon theresearch methods and processes.

CO3: To articulate the student to Identify and Formulate the Research problem and Literature review and usage of Methodology.

CO4 : To analyze and apply Statistics applicationsand Softwarepackages, makedataentry andinterpretthe results.

CO5 : To evaluate implications of Research in various settings of Social Work.

CO 6 : To develop the Research Projects in Social Work.

SYLLABUS

UNIT – I   (12 Hours)

Introduction to Social Work Research : Social Work Research: Concept, Definition, Objectives, Scope, Characteristics and Functions –Types of Research: Pure and Applied Research – Difference between Social Work Research and Social Research. Scientific method in Social Work Research – Need and importance of evidence based practice. Ethical issues in Social Work Research – Formation of Ethics Committee.

UNIT – II   (12 Hours)

Basic Elements of Scientific method : Basic Elements of Scientific method: Concept, Variable, Facts and Theory. Cause-Effect relationship and relevance to Social Work Research Review of Literature.Identification and Formulation of Research Problems (uses of theories) Construction of Hypothesis and testing, Research Designs.

UNIT – IIII   (12 Hours)

Research Methodology : Sampling: Concept, Definition and Importance – Techniques of Sampling: Probability and Non-Probability sampling – Sources and Types of Data - Methods and Tools of Data Collection – Qualitative and Quantitative Research methods, Participatory Research methods. Pre-test and pilot study, Scaling techniques: Reliability and Validity – Data Processing: Coding, Editing, Tabulation, Analysis and Interpretation – Research Reporting, Preparation of Research Proposals, research abstract and references

UNIT – IV   (12 Hours)

Statistics : Statistics : Meaning,   Need, Importance, and limitations of Statistics in Social Work Research – Frequency Distribution - Construction of Frequency Tables- Diagrammatic and Graphical Representation. Measures of Central tendency: Mean, Median and Mode -

Measurers of dispersion: Range, Quartile deviation, Standard deviation - Test of significance: t-test, Analysis of Variance (ANOVA), Chi-Square test – Correlation.

UNIT – V   **(12 Hours)**

Computer Applications in Social Research: Computer Applications in Social Research - Use of Computers for Data Analysis – Introduction to Statistical Package for Social Sciences (SPSS)/R: Introduction, basic steps, defining data, data entry, data transformation, and data analysis - Statistical application.

Text Books

1. AlstonM,BowlesW,2012,ResearchforSocialWorkers,Anintroductiontomethods,3rd   Edition, Publications, Australia.

2. AdamsJ,Khan,RobertandDavid,2007,ResearchmethodsforGraduateBusinessandSocialScienceStudents Publications,New Delhi.

3. ChakrabortyD,2009,ResearchMethodology,Saurabh Publishing,NewDelhi.

4. ChandraS,SharmaKr.M,2013,ResearchMethodology,Narosa Publications, NewDelhi.

5. JainGL,2003,ResearchMethodology,Methods,ToolsandTechniques,MangalDeepPublications,Jaipur.

6. KothariCR,2006,ResearchMethodologyMethodsandTechniques,NewAgeInternational,New Delhi.

7. PathakRP,2007, StatisticsinEducationalResearch,KanishkaPublishers,NewDelhi.

Books for References

1. AnandS,2002,ResearchMethodsandTechniquesinSocialScience,CommonwealthPublishers,New Delhi.
2. AhujaR,2010,ResearchMethods,RawatPublications,Jaipur.
3. Anderson, D. R. (2014). Statistics for learners of Economics and Business. Boston:Cengage Learning.
4. BrymanA,2004,SocialResearchMethods,Oxford UniversityPress,New York.
5. BabbieE,2013,ThePracticeofSocialResearch,13th EditionCengageLearning,USA.
6. Babbie E, Hally F, Zaino J, 2000,Adventures in Social Research, Data Analysis UsingSPSSFor Windo 95/98, PineForgePress,California.
7. Bhandariar P L, Wilkinson T S, Das LalD K, 2000, Methodology and Techniques ofSocialResearch, 16thEdition, HimalayaPublishingHouse, Mumbai.
8. Bryderup M I, 2008, Evidence Based and Knowledge Based Social Work: ResearchMethodsandApproachesinSocialWorkResearch,AarhusUniversityPress,Denmark.

9. ChhapekarR,2004,ATextbookofSocialResearch,DominantPublishersandDistributors,New Delhi.

10. CorbyB,2006,ApplyingResearchinSocialworkPractice,TataMcGrawHillEducation,NewDelhi.

11. CohenL,ManionLandMorrisonK,2007,ResearchMethodsinEducation(6thEdition),Routledge,London,

12. DawsonC,2010,IntroductiontoResearchMethods,ApracticalguideforanyoneundertakingaResearch Proj VivaBooks, New Delhi.

13. Das Lal,2008,Research MethodsforSocialwork,RawatPublications,NewDelhi.

14. DeshprabhuS,2000,SociologicalResearch,KanishkaPublishers&Distributors,NewDelhi.

15. Garg,Renu,Slochana,Umesh,2002,AnIntroductiontoResearchMethodology,RBSAPublishers, Jaipur.

16. Gupta BL,2010,ResearchstudiesinStaffDevelopment,Mahamaya Publishinghouse,NewDelhi.

17. Gupta,S.P.,&Gupta,A.(2014).BusinessStatistics:StatisticalMethods.NewDelhi:S.ChandPublishing.

18. GopalanR,2005, ThesisWriting,VijayNicoleimprintsPvt. Ltd.Chennai.

19. .

20. KumarR,2005,Research Methodology,SAGEPublications, London.

21. MukherjiPN,2000,MethodologyinSocialResearch,DilemmasandPerspectives,SAGEPublications, New

22. MajumdarPK,2005,ResearchMethodsinSocialScience,VivaBooksPtv.Ltd,NewDelhi.

23. PawarBS,2009,TheorybuildingforHypothesisSpecificationinOrganizationalStudies,Response   Book Delhi.

24. RajathiA,ChandranP,2010,SPSSforyou,MJPPublications,Chennai

25. RuaneJM,2005,EssentialsofResearchMethods, BlackwellPublishing,Australia.

26. RavilochananP,2002,ResearchMethodology,MarghamPublications,Chennai.

27. SinghSP2002,ResearchMethodsInSocialSciences,AManualforDesigningQuestrionaires,KanishkaPubl New Delhi

28. TripathiPC,2010,ResearchMethodologyinSocialSciences,SultanChandandSons,NewDelhi.

29. UweFlick,2009,AnIntroductiontoQualitativeResearch,4[th]Edition,SAGEPublications,New Delhi.

30. VijayalakshmiG,SivapragasamC,2008,ResearchMethods,TipsandTechniques,MJP Publishers, Chenna

Web Resources

1. www.campbellcollaboration.org

2. www.cochrane.org

3. www.rip.org.uk

4. https://abhatt@usf.edu

5. https://www.cengage.com

6. https://oxfordbibliographies.com

7. https://www.ignou.ac.in

8. https://www.jsscacs.edu.in

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	S	S	S

S – Strong   M – Medium   L - Low

CONCURRENT FIELD WORK – III& FIELD TRIP- PRACTICAL III

(COMMUNITY DEVELOPMENT SPECIALIZATION)

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	CONCURRENTFIELD WORK- III & FIELD TRIP **Practical III**	**Core Course – X**	Y	-	-	-	4	6	50	50	100

Year	II
Semester	III
Prerequisites	**Basic Understanding of the community development specialization**
Learning Objectives	
1	To know and understand the functions of an agency.

2	To study and comprehend the agency's goals, policies and philosophy
3	To understand and analyze the person in the environment
4	To gain professional interventions skills.
5	To improve the skills in documentation.

COURSE OUTCOMES:

CO 1: Understanding the different types communities and their issues.

CO 2: knowing the different kinds of NGOs working for the different kinds of communities in solving the problem in the person environment context.

CO 3: Interrupt the theoretical knowledge with the activities of social work agencies.

CO 4: Discuss the roles, characteristics and skills of a student trainee in field work agencies.

CO5: Develop expertise in proposal writing, research and evaluation.

CO6: Help the students to identify various avenues of job placement and equip themselves with the right employability competency.

CO6: Understanding the Corporates role in the development of the communities.

Phases:

Tasks/ Activities Carried out

Orientation Phase:

1. Field work orientation on structure of the programme
2. Explaining the skills are required for social workers to face the challenges in the different communities.
3. Identification of the field of interest to develop the aptitude for the same.

Induction Phase:

The students are start their training in their respective field work organisation.

1. Identify needs of the community and solve it with people s' participation.
2. Application of community social work practice
3. Applying their skill in solving the community problems.
4. Assessment on the role of industries contribution for community development

Implementation Phase:

Apply the theoretical knowledge for solving the problems and to develop the NGOs' knowledge on current application of community assessment & development.

Feedback and Evaluation:

1. The students will be evaluated bases on their contribution and participation in the agencies activities.
2. Detailed report on the community where they worked.
3. Report writing and documentation
4. Attendance (Field work and conferences attended by the trainee.
5. Internal & external Viva Vice examination

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	S	S
CO3	S	S	S	M	S
CO4	S	S	S	S	S
CO5	S	S	S	S	S
CO6	S	S	S	S	S

S – Strong   **M – Medium**   **L - Low**

CONCURRENT FIELD WORK – III& FIELD TRIP- PRACTICAL III

(HUMAN RESOURCE MANAGEMENT SPECIALISATION)

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total

	CONCURRENTF IELD WORK- III &FIELD TRIP- Practical III	Core Course – X1	-	-	Y	-	4	6	50	50	100

Year	II
Semester	III
Prerequisites	Basic Understanding of Human Resource Management

Learning Objectives

1	To understand the business profile of the industries
2	To observe the practice of current trends in HR
3	To familiarize with Labour Legislations
4	To practically understand the concept of Industrial Relations and to acquire the related competencies
5	To observe the application of various Labour welfare measures

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To integrate the classroom learning with field work practice - the knowledge related to types of employees, recruitment, selection, induction and placement, time office, bio- metric etc. in the industry

CO2: To understand the application of the different types of labour welfare measure and the current trends in HR practices

CO3: To demonstrate the knowledge and the skills of HRM, IR, and work as a HR professional in interdisciplinary teams

CO4: To apply and practice in projects of the organization on employees' motivation, employees' absenteeism, collective bargaining and the role of trade unions

CO5: To assess the concept of industrial relations and familiarize with labour legislation towards supportive business environment

CO6: To develop the competencies required for the practice of Human Resource Management

SYLLABUS

UNIT – I **(12 Hours)**

Organizational Profile: History of the Agency, Organization Chart, The Products, services, Branches/units, workforce, Line and Staff management, structure and functions of the Human Resource Department

UNIT – II   (12 Hours)

Areas of Personnel Functions: Manpower Planning (Need Analysis), Recruitment (Advertisement/consultancies/Campus/other Bureaus/Sources), Types of Employees (Contract/Temporary/Permanent/part-time, Selection (interview/Written Test/Group Discussion/Physical examination, Induction and Placement, Promotion and Transfer, Training and Development (Need analysis/Types/outsourcing), Disengagement – Retention, Resignation/Termination and Retirement (Exit *interviews)*, Time Office (Daily Attendance/swiping Cards/Attendance Register), Hours of Work (Time in/Break/Movement Register/Period of Rest/Time out), Leave and Holidays (Casual Leave/Medical Leave/National and Festival Holiday etc), Employee Service Register, Communication, Employee Appraisal(Ranking/Free Essay/360 degree Appraisal), Balance Score Card, Succession Planning

UNIT – III   (12 Hours)

Interviews:

Industrial Relations Functions: Industrial Relations at Shop Floor & Plant Level (Works Committee/Joint Production Committee/ Management Councils, Grievance Handling – Grievance Settlement Procedure Works, Standing Orders (Employee Discipline/ Domestic Enquiry/ Absenteeism/ Alcoholism/ Punishment), Employers Association, Trade Unions, Collective Bargaining - The Agreements, Strikes/Lock outs and Retrenchment

UNIT – IV   (12 Hours)

Labour Welfare Measures: Intra Mural and Extra Mural / Statutory and Non-Statutory Measures - Housing/ Crèche/Canteen/Credit and Consumer Cooperatives, Safety and Accident Prevention, Industrial Health and Hygiene (Occupational Diseases/Hazards),

Industrial Mental Health (Screening and Detection/Stress/Fatigue/Burnout) Employee Counselling, Workers' education, Recreation, Other Welfare Measures

UNIT – V (12 Hours)

Labour Legislations: Legislations applicable to the Organization

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	S	S
CO3	S	S	S	S	M
CO4	S	S	S	S	S
CO5	S	S	M	S	S

S – Strong   M – Medium   L - Low

CONCURRENT FIELD WORKIII – PRACTICAL III
(MEDICAL AND PSYCHIATRIC SOCIAL WORK SPECIALISATION)

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	CONCURRENT FIELD WORK III & FIELD TRIP- Practical III	Core Course	Y	-	-	-	4	6	50	50	100

Year	II
Semester	III
Prerequisites	**Basic Understanding of different medical setting**

Learning Objectives	
1	To know and understand the functions of hospital
2	To make the students aware of different settings for Medical Social Work.
3	To understand and analyze the role of person and patient in the environment
4	To train the students on Community based rehabilitation services. And provide professional intervention skills.
5	To improve the skills to work in health setting.

COURSE OUTCOMES:

CO 1: Understanding the different types of health issues.
CO 2: knowing the different kinds of NGOs working for the different kinds of communities in solving the problem in the personal environment context.
CO 3: To be able to understand the role of social worker in health setting.
CO 4: Evaluate the role, characteristics and skills of a social work and critically evaluate the same.
CO5: Develop theoretical expertise and knowledge in health setting.
CO6: Understanding the role of multidisciplinary team in a hospital.

UNIT I **(12 Hours)**

Orientation Phase

1. Field work orientation on structure of the programme
2. Explaining the skills is required for social workers in health care setting.
3. Identification of the field of interest to develop the aptitude for the same.

UNIT II **(12 Hours)**

Induction Phase I
To understand the Structure and functions of administration in Medical Setting.
To identify the role of Medical Social Work
Identify the needs of the patients and caregivers in hospital.

UNIT III **(12 Hours)**

Induction Phase II
Applying their skill in Medical Social Work.
Assessment on the role of Social Worker in Hospital.

UNIT IV **(12 Hours)**

Implementation Phase

Apply the theoretical knowledge for solving the problems of patients and Application of Medical Social Work practice.

UNIT V   **(12 Hours)**

Case study analysis and apply problem solving and strength based approach.

Feedback and Evaluation

1. The students will be evaluated based on their contribution and participation in the agency's activities.
2. Detailed report on the community where they worked.
3. Report writing and documentation
4. Attendance (Field work and conferences attended by the trainee
5. Internal & external Viva Voce examination

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	S	S
CO3	S	S	S	S	S
CO4	S	S	S	M	S
CO5	S	S	S	M	S
CO6	S	S	S	S	S

S – Strong   M – Medium   L - Low

CORPORATE SOCIAL RESPONSIBILITY

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	CORPORATE SOCIAL RESPONSIBILITY	**Elective Course - v**	**Y**	-	-	-	**3**	**3**	**25**	**75**	**100**

Year	II
Semester	III
Prerequisites	Basic Understanding of Corporates

Learning Objectives	
1	To learn the models and strategies of Corporate Social Responsibility.
2	To enhance understanding of the basic concepts, tools and techniques in Community Participation and Corporate –Community Collaboration working.
3	To Acquire knowledge on legal Provision related to CSR.
4	To enrich the knowledge on Business ethics and Corporate Governance.
5	To obtain skills and understand the role of Social Worker in the field of CSR.

Course Outcomes

The Successful completion of this course shall enable the student;

CO1 :To learn the concept and Model of Corporate Social Responsibility

CO2 :To understand steps and strategies in attaining CSR.

CO3: To examine the various norms and Standards on CSR(National and International).

CO4 :To appraise the various CSR Programmes in an Organization

CO5:To Reflect on various Ethical standards on consumer, Environmental and Social aspects of CSR.

CO6 :To Facilitate in the process of Community Participation and Community Need Analysis.

SYLLABUS

UNIT – I   (9 Hours)

Introduction to CSR: Corporate Social Responsibility – Meaning, Definition and Concepts. Historical evolution of CSR at Global and Indian contexts.Arguments for and against CSR Scope for CSR in India. Need to be Socially Responsible. Models of CSR- Carroll's model, CSR through triple bottom line and Sustainable Business. Steps to attain CSR.Drivers of CSR.CSR Strategies.CSR in Indian and International context.

UNIT – II   (9 Hours)

CSR-Legislation In India & the world. Indian Companies Act(2013):Section 135 of Companies Act 2013.Scope for CSR Activities under Schedule VII, Appointment of Independent Directors on the Board, and Computation of Net Profit's Implementing Process in India. International standards and norms on CSR. Social Accounting: Definition, Objective, Scope. Social Audit: Definition, Approaches & Need.SA:8000 and Corporate Social Reporting.

UNIT – IIII   (9 Hours)

Business ethics and Corporate Governance: Business ethics: Meaning and definitions of Ethics. Nature of business ethics; the relationship between business ethics, corporate governance and ethical leadership; Kohlberg's six stages of moral development; levels of ethical analysis; concept of corporate integrity.Corporate Governance – meaning, significance, principles and dimensions.Issues in corporate governance— Theoretical basis of corporate governance.Consumer Protection, Environment Protection, Gender issues in multiculturalism, Ethics and Corruption.

UNIT – IV   (9 Hours)

CSR and Community Participation: Corporate and Community Participation. Corporate, NGO, Government and Citizen Participation, Need   and types of participation, Corporate – Community Collaboration (CCC) and Social Development. Challenges and barriers to Corporate-Community Collaboration – CCC as CSR process and Product-Socio-Economic Impact of CCC – Community Investment and Corporate Citizenship Programmes.

UNIT – V   (9 Hours)

Role and Skills of Social Worker: Advocacy, Administration, Marketing, Mediating, Budgeting, Organizing, Documenting and Supervising. Format for Annual report on CSR activities. CSR Audit & Reporting Guidelines by Companies act 2013. **Case Studies :**Ashok Leyland, Hyundai Foundation, Srinivasan Service Trust, Titan Foundation, Tata Sustainability Group, A.M.M.Foundation, CPCL, Wipro Foundation, Infosys Foundation, NIIT.

Text Books

1. Benn & Bolton, (2011). Key concepts in corporate social responsibility. Australia: Sage Publications Ltd.

2. Chatterjee, M. (2015).Corporate Social Responsibility. Delhi: Oxford University Press

3. Maya. R. J., Vanitha, S., Kamala, Padmavati, D., SangarMithirai and Padmavathy, M.(2008). Issues and Challenges of Sustainable Development in India. New Delhi: Serials publications.

4. Reddy, Sumati and Stefan Seuring. (2004). Corporate Social Responsibility: Sustainable Supply Chains. Hyderabad: ICFAI University Press.

5. Werther, W. B. & Chandler, D. (2011). Strategic corporate social responsibility. Thousand Oaks, CA: Sage publications.

Books for References

1. Bradshaw, T. and D. Vogel. (1981). Corporations and their critics: Issues and answers to the problems of corporate social responsibility. New York: McGraw Hill Book Company

2. Brummer, J.J. (1991). Corporate Responsibility and Legitimacy: An interdisciplinary analysis. Westport, CT: Greenwood Press.

3. Cannon, T. (1992). Corporate responsibility (1st ed.) London: Pitman Publishing.

4. Crane, A. et al., (2008). The Oxford handbook of corporate social responsibility. New York: Oxford University Press Inc.

5. Das, Chandra, Subash. (2010). Corporate Governance. New Delhi: PHI Learning Pvt.Ltd.

6. Ellington. J. (1998).Cannibals with forks: The triple bottom line of 21st century business. New Society Publishers

7. Grace, D. and S. Cohen (2005). Business ethics: Australian problems and cases. Oxford: Oxford University Press.

8. Neil, H. (1973). Corporate Power Social Responsibility. New York: Macmillian Publishing

Co., Inc.

Web Resources

1. https://indiacsr.in/

2. https://csrcfe.org/about-csr-in-india-public-policy/

3. http://csr.gov.in/

4. https://bthechange.com/csr-in-india-is-now-a-law-2502aa6d0daa

5. https://csrbox.org/CSR-in-India

6. https://thecsrjournal.in/top-100-companies-india-csr-sustainability-2021/

7. https://www.financialexpress.com/industry/corporate-social-responsibility-how-indias-csr-rules-ensure-strict-compliance/2392017/

8. https://thecsruniverse.com/csr-in-india-csr-definition-and-csr-eligibility-in-companies-act-2013/

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	M	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	S	S	S

S – Strong   M – Medium   L - Low

COUNSELLING IN SOCIAL WORK

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	COUNSELLING IN SOCIAL WORK	**Elective Course – V**	**Y**	**-**	**-**	**-**	**3**	**3**	**25**	**75**	**100**

Year	II
Semester	III
Prerequisites	Basic understanding of Counselling, techniques &process ofCounselling in different settings.

Learning Objectives	
1	To understandCounsellingBasics
2	To learntheProcessand SkillsinCounselling
3	To gainTheoreticalFoundations ofCounselling
4	To aware about Counselling in different settings
5	To learn CounsellinginSpecialSituations

Course Outcomes
On the successful completion of the course, student will be able:
CO1: To demonstrateethicsinCounselling.
CO2: To usevariousCounsellingskillsrequiredandCounsellingprocess.
CO3: To designCounsellingtechniquesbasedonthesocialbackgroundoftheclient.
CO4: To useCounsellingas atoolformanagingchangesand situations.
CO5: To applyCounsellingskillsat differentsettings.
CO6: To apply Counselling in emergency situations

SYLLABUS

UNIT – I   **(9 Hours)**

IntroductiontoCounselling: Counselling–
Definition,Objectives,Goals,PrinciplesofCounselling,DifferencebetweenCounselling,Case
Work &Psycho-therapy,Codeof Ethics.

UNIT – II   **(9 Hours)**

Process& SkillsinCounselling: StepsforCounselling,TypesofCounselling:Directive,Non-
Directive&Eclectic.Qualitiesof aneffectivecounselor, Counsellingskills &techniques.

UNIT – IIII   **(9 Hours)**

TheoreticalfoundationsofCounselling**:**
Psychoanalytictheory(Freud),PersonCentered(Roger),CognitiveBehaviourTherapy(CBT),
RationalEmotiveBehaviouralTherapy, GestaltTherapy,Humanisticapproach (Carl
Rogers&Maslow).

UNIT – IV   **(9 Hours)**

Counselling in different Setting: Industrial/Work place, Martial, Family, De-addiction
Counselling. Terminal Illness (Palliative, Hospice, AIDS, Cancer), School Counselling,
Career Counselling, Grief Counselling.Suicidal Counselling.

UNIT – V   **(9 Hours)**

Crisis&TraumaCounselling: Counselling in emergency and Disaster Situations (Migrants,
Refuges, Trauma CARE, Victims of Communal Riots, Pandemic), CrisisIntervention

Text Books

6. Antony John (2003) Skills of Counselling, Guru Publications

7. Egan,Gerard,2006.Theskilledhelper:Aproblemmanagementopportunity, DevelopmentApproachtohelping,Wadsworthpublishers,Boston

8. Ramanth,Sharma.&Rachana,Sharma.(2004).*GuidanceandCounsellinginIndia.*NewDelhi:At lanticpublishersandDistributiors.

9. Rao,Narayana,2003CounsellingandGuidance,TataMcGrawHill,New Delhi.India

10. Ray,Wolfe&WindyDryden.(1996).*HandbookofCounsellingPsychology.*NewDelhi,New Delhi: SagePublications

Books for References

6. Dave,Mearns.(1997).PersonCenteredCounsellingTraining.NewDelhi,NewDelhi:SagePubl ications.

7. David Murphy · 2017, Counselling Psychology: A Textbook for Study and Practice, John Wiley & Sons Ltd.

8. Joyce&Charlotte,Sills;(2002).SkillsinGestaltCounselling&Psychotherapy. NewDelhi,NewDelhi:sagepublications.

9. Michael,Carroll.(1996).WorkplaceCounselling:Asystematicapproachtoemployeecare.Ne w Delhi, New Delhi: Sagepublications.

10. Palmer,2004Counselling,TheBACCounsellingreader,BritishAssociationforCounsell ing,Vol.1&2, Sage publications,New Delhi,India

Web Resources

1. https://www.scitechnol.com/international-journal-of-mental-health-and-psychiatry.php

2. https://journals.sagepub.com/home/HPO

3. https://journals.sagepub.com/home/JHV

4. https://www.journals.elsevier.com/journal-of-behavior-therapy-and-experimental-psychiatry

5. https://www.apa.org/pubs/journals/abn/index

6. https://www.scitechnol.com/traumatic-stress-disorders-treatment.php

7. https://www.journals.elsevier.com/journal-of-experimental-social-psychology

8. https://www.journals.elsevier.com/mental-health-and-physical-activity

9. http://learnmem.cshlp.org/

10. https://journals.sagepub.com/toc/SPP/7/1

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	S
CO2	S	S	S	S	S
CO3	S	S	S	S	S
CO4	S	S	S	S	S
CO5	S	S	S	M	S
CO6	S	S	M	S	S

S – Strong   **M – Medium**   **L - Low**

COMPUTER APPLICATION IN SOCIAL WORK

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	CIA	External	Total
	COMPUTERAPPLICATION IN SOCIAL WORK	Skill enhancement II	Y	-	-	-	2	3	25	75	100

Year	II
Semester	III
Prerequisites	Basic understanding of computer skills

Learning Objectives	
1	To understand major research strategies, meaning, scope, and importance of social work research.
2	To develop an ability to see the linkage between the practice, research, theory, and to adopt suitable design
3	To study the various facets of data collection and scaling techniques
4	To hone the skills in undertaking research and in writing about the same.
5	To understand statistics and its application in social work

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To understand major research strategies, meaning, scope, and importance of social work research.
CO2: To develop an ability to see the linkage between the practice, research, theory, and to adopt suitable design
CO3: To study the various facets of data collection and scaling techniques
CO4: To usethe skills in undertaking research and in writing about the same.
CO5: To understand statistics and its application in social work

SYLLABUS

UNIT – I (9 Hours)

Introduction Meaning**:** Research, Social Research and Social work Research; Scope and Objectives of Social Work Research; Social Work Research Ethics; Approaches to Research: Quantitative & Qualitative Research.

UNIT – II (9 Hours)

Problem Conceptualization and Research Design: Research process: Problem Identification – Problem Definition – Review of Literature – Formulation of objectives – Identification of concepts and variables: Conceptualization and operationalisation – Formulation of hypothesis, nature and types. Research Design: Meaning, Type-exploratory, descriptive, diagnostic and experimental.

UNIT – III (9 Hours)

Data Collection: Data: Meaning, Sources: Primary & Secondary. Tools of data collection: Observation, Questionnaire, Interview Schedule, Interview Guide (Case Study, Key Informant Interview and Focus Group Discussion). Pre-testing of the tool. Levels of measurement: nominal, ordinal, interval and ratio. 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 (9 Hours)

Data analysis, Presentation, Interpretation and Research Writing
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 (9 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)

Text Books

1.Das Lal K D (2008) Research Methods for Social Work;Rawat Publications

2. Kothari C.R (1997). *Research Methodology - Methods and Techniques*. Vishwa Prakashan, New Delhi.

Books for References

1.Anderson, Jonathan, Millicent Eleanor Poole, and Berry H. Durston. *Thesis and assignment writing*. J. Wiley and Sons Australasia, 1970.

2. Baker, Therese L., and Allen J. Risley. "Doing social research." (1994).

3. Bryman, Alan, and Bob Burgess, eds. *Analyzing qualitative data*. Routledge, 2002.

4. Clandinin, D. Jean, et al. "Collecting and interpreting qualitative materials."*Personal experience methods* (1998): 150-178.
38

5. Denzin, Norman K. "The research act: A theoretical introduction to research methods." (1978).

6. Denzin, Norman K., and Yvonna S. Lincoln. *Handbook of qualitative research*. Sage Publications, Inc, 1994.

7. Gupta S.C. (2012). *Fundamentals of Statistics*, 7e. Himalaya Publication Co., New Delhi.

8. Gupta, S. P. *Elementary Statistical methods* sultan chand & sons. 1992

9. Henri, Theil. "Statistical decomposition analysis." (1972).

10. Kothari, Chakravanti Rajagopalachari. *Research methodology: Methods and techniques*. New Age International, 2004.

11. Monette Duane R. & Sullivan Thomas J. (1998). *Applied Social Research: Tool for Human Services*, Harcourt Brace College Pub., New York.

12. Ramachandran P. (1993). *Survey Research for Social Work*, Institute for Community Organization Research, Bombay.

13. Ranjit Kumar. (2014). *Research Methodology*. Sage Publications, New Delhi.

14. Ranjit Kumar. (2014). *Research Methodology*: A step by step guide for beginners. Sage Publications, New Delhi.

15. Rubin, Allen and Babbie, Earl. (2004). *Research Methods for Social Work with infotrac*, Thompson and Wadsworth Publishing, California.

16. Rubin, Allen, and Earl Babbie. *Empowerment Series: Research Methods for Social Work*. Cengage Learning, 2016.

17. Schutt, Russell K. *Investigating the social world: The process and practice of research*. Pine Forge Press, 2011.

18. Singleton Jr, Royce A., Bruce C. Straits, and Margaret Miller Straits.*Approaches to social research*. Oxford University Press, 1993.

19. Slife, Brent D., and Richard N. Williams. *What's behind the research?: Discovering hidden assumptions in the behavioral sciences*. Sage publications, 1995.

20. Wilkinson T.S and Bhandarkar P.L. (2005). *Methodology and Techniques for Social Research, 16e* (Reprint). Himalaya Publication Co., New Delhi.

Web Resources

https://www.udemy.com/course/research-methods-and-statistics-advanced/

https://www.jsscacs.edu.in/sites/default/files/Files/Statistics%20and%20Research%20by%20Kothari.pdf

https://www.stat.uci.edu/what-is-statistics/

https://mrcet.com/downloads/MBA/RMSA%20Digital%20Notes.pdf

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	S
CO2	S	S	S	S	S
CO3	S	S	S	S	S
CO4	S	S	S	S	S
CO5	S	S	S	M	S

S – Strong   **M – Medium**   **L - Low**

SUMMER INTERNSHIP TRAINING

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	SUMMER INTERNSHIP TRAINING	Internship	-	-	Y	-	2				100
Year		II									
Semester		III									
Prerequisites		**Basic Understanding of the Social Work Specialization**									
Learning Objectives											
1	To understand the social issues in the contemporary field.										
2	To enable the students to recognize and display professional attitudes, workplace behaviours and communicationskills appropriate to their setting.										
3	To develop an understanding of the role of Social Workers in the respective field.										
4	To facilitate the students to understand the connection of theoriestopracticewiththeirrespectivespecializedsetting.										
5	To learn and apply the methods of Social Work practice in their field work settings										

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To acquire professional Social work skills in their respectivesocial work setting.

CO2: To analysetheneed and importance the role of Social Workers in professional practice.

CO3: To practice and demonstrate the Social Work methods in their respective settings.

CO4 : To associate and integrate the Social Work theory in to practice in their field work organization.

CO5 : To understand the application of Social Work approaches to handle the challenges in the field.

CO 6 : To utilise the professional knowledge and skills in their respective field.

SYLLABUS

PHASE – I : OrientationandCommencement

- Orientationonrespectivespecializedfields.
- Theobjectivesofsummerplacementsare explained.

PHASE – II : Approval and Confirmation of Summer placement organization

- Confirmation/Approvalofsummerplacementorganizations.
- CommencementofSummerplacementtrainingintheapprovedorganization.
- ThesummertrainingprogramfallsbetweenSemesterIIandIII(End of second semester).

PHASE – III : Induction and Learning

- Inductionofstudentsintheorganization.
- SubmissionofLetterofinductiontotherespectiveguide.
- Submissionofweeklyreports(Learnings&Observations) alongwithdailytimesheets.

PHASE – IV : Social Work Practice in the Field

- Students gain knowledge about the Vision, Mission & objectives of the organization,organizational structure, functions of the organization, Dynamics of the organization,SkillsRequired tobe aprofessional, lawspertainingto theirspecialized field,etc.
- Constantcontactwiththe studentstoregulatethelearningprocess.

PHASE – V : Termination and Evaluation

- Monitoringthe performanceof thestudent.
- Submissionofletterof completion from theorganization dulysigned bytheauthorities.
- AftertheCompletionoftraining,theprocessofevaluation(Self&Staff)isexecutedbasedon the performanceof thestudentsthroughthe submitted weeklyReports.

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5

CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	S	S	S

S – Strong   **M – Medium**   **L - Low**

SEMESTER IV

URBAN COMMUNITY DEVELOPMENT

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	URBAN COMMUNITY DEVELOPMENT	Core Course – XI	Y	-	-	-	5	6	25	75	100

Year	II
Semester	IV
Prerequisites	**To learn the recent trends in urban Community Deployment**

Learning Objectives	
1	To facilitate the students to have broader understanding about various aspects of Urban Community
2	To Enhance students' knowledge on the available government policies and programmes.
3	To enrich the knowledge of the students on Urban local administration in India
4	To enable the students to improve analyzing skills of the urban community development Programmes
5	To enhance the knowledge of the process and recent trends in urban Community Deployment

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To know various theories on urbanization, urban life, problems and development

CO2: To enable the students to practice the values and principles of urban community development

CO3: To learn urban local administrative structure and programmes for urban development and evaluate solutions for issues in Urban Community

CO4: to critically analyze the growth and development of urban areas, the related problems and the challenges

CO5: To acquire the skills to work with the urban community, and develop and implement programmes with them.

SYLLABUS

UNIT – I   (12 Hours)

Urban Community: meaning, characteristics, rural urban linkages and contrast; city - meaning, classification, trends in urbanization process.

UNIT – II   (12 Hours)

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   (12 Hours)

Urban Community Development: Meaning, Scope and Models. Urban Development Policy and Programmes, Trends in Town and Country Planning. Emerging patterns of urban social stratification in India, Early Development Interventions: SPARK Mumbai, People project of Action Aid, Oxfam – Urban Project, Delhi Pilot Project-Critical Analysis of a Planned Experiment, Urban Programmes in Five Year Plans, Historical Analysis of Government Programmes on Urban Community Development, NULM and recent urban infrastructure programme,

Barriers to Urban Community Development. Urban development Institutions- Roles and Functions, Urban Renewal Missions in India

UNIT – IV   (12 Hours)

Administrative Structure and Governance: Urban Municipal Administration- structure, composition, functions and current issues. Democratic functioning of Urban local bodies, 74th Constitutional Amendment, Governance and citizen's participation. E-Governance in Urban Development, National Urban Information System (NUIS).

UNIT – V   (12 Hours)

Policies and Programmes: Housing for the urban poor – policy and practice in developing countries. Major National Missions: JNNURM (AMRUT), Housing for all 2022.Institutions and Government departments: CMDA, TNHB, TNSCB, CMWSSB. Commissionerate   for

Town and Country Planning. Urban training Institutions: TNIUS, NIUA. Role and skills of Community Development Worker in Urban Community Development. Mechanisms to address Urban Social concerns: 108 service, Women helpline, Child helpline.

Text Books

1. Bhattacharya, 2006, Urban Development in India: Since Pre-historic Times, Concept Publishing Company, New Delhi
2. Nagpaul, Hans, 2005, Social Work in Urban India, Rawat Publications, Jaipur
3. Patel, A.K., Dubey. M. V., Urban Social Work, Crescent Publishing Corporation, New Delhi
4. Singh, U.B. (2004) Urban Administration in India, New Delhi: Serial Publication
5. Thudipara. Z. Jacob, 2007, Urban Community Development, Rawat Publications, Jaipur

Books for References

1. Bhattacharya, S. N. Community Development- An Analysis of the Programme in India.Kolkata: Academic Publisher
2. Chahar, S.S (ed) (2005) Governance of Grassroots Level In India, New Delhi: Kanishka Publishers
3. Naik. N.T.K., Rahman, S. Mansoor, Urbanization in India, Serials Publications, New Delhi
4. Singh, Amita (Editor) (2005) Administrative Reforms (Towards sustainable practice) New Delhi: Sage Publications
5. Ram Ahuja, 2009, Sociology In India- Concepts, Theories & Recent Trends, Rawat Publications

Web Resources

1. http://mohua.gov.in/
2. http://egyankosh.ac.in/bitstream/123456789/39212/1/Unit-3.pdf
3. https://vikaspedia.in/social-welfare/urban-poverty-alleviation-1/schemes-urban-poverty-
4. Page 57 of 122M. S. W. 2021-22 onwards - University Departments - Annexure

No.76(A)

5. SCAA DATED: 23.06.2021alleviation

6. https://www.scribd.com/doc/21976896/Understanding-Urbanization-Urban-Community-Development

7. http://mospi.nic.in/sites/default/files/Statistical_year_book_india_chapters/local%20bodies.Pdf

8. http://vidyamitra.inflibnet.ac.in/index.php/search

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	S
CO2	S	S	M	S	M
CO3	M	S	S	M	S
CO4	S	S	S	S	S
CO5	S	S	S	S	S
CO6	S	M	S	S	S

S – Strong   M – Medium   L - Low

INDUSTRIAL RELATIONS AND EMPLOYEE WELFARE

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	INDUSTRIAL RELATIONS AND EMPLOYEE WELFARE	Core Course – XI	Y	-	-	-	5	6	25	75	100

Year	II
Semester	IV
Prerequisites	Basic Understanding of Industrial relations and Employee Welfare

Learning Objectives	
1	To Understand Contemporary Industrial relations practices
2	To be aware of the challenges faced by workers in various industries
3	To apply the knowledge of employer- employee dynamics and the role of various stakeholders concerned with industrial relations
4	To be aware of Industrial disputes, Prevention and settlement.
5	To Learn about Employee welfare measures

Course Outcomes

On the successful completion of the course, student will be able:

CO1 : To be aware of the concept and evolution of Industrial Relations

CO2 :To understand the mechanisms behind IR scenario in India.

CO3: To understand the role of various stakeholders in maintaining peaceful Industrial Relations in India .

CO4: To analyse various statutory and Non statutory employee welfare measures.

CO5: To evaluate various approaches to Employee welfare

CO6 : To apply social work methods in delivering Employee welfare services

SYLLABUS

UNIT – I   (12 Hours)

Introduction to Industrial Relations: *Industrial Relations*: Background to Industrial Relations- Scope, Evolution and Development, Approaches and forms of Industrial relations in India. ILO: concepts, functions.

UNIT – II   (12 Hours)

Mechanism of Industrial Relations: *Mechanism of Industrial Relations***:** Collective Bargaining, Joint Management Councils, works committee, Workers Participation in Management, Grievance handling procedures.

Industrial Disputes: Factors, Forms, Trends, Prevention and Settlement, Role of State and Central Labour Administration, Strikes and Lockouts

UNIT – IIII   (12 Hours)

Industrial Relations machinery in India: *Industrial Relations machinery in India:* Cconciliation, Arbitration and Adjudication, Code of discipline- Recent trends,Role of Government, Employers and Trade Unions in maintaining Industrial Relations.

UNIT – IV   (12 Hours)

Employee Welfare: *Employee Welfare:* Concept, principles, scope, theories, approaches and philosophy of employee welfare, Areas of Employee Welfare, Statutory welfare programmes, Non-statutory welfare programmes

 Major problems experienced by employees ; Migration, wages, poor housing, absenteeism, employee turnover, tardiness Alcoholism, diseases,accidents and Working conditions

UNIT – V   **(12 Hours)**

Practice of Employee Welfare: *Employee Welfare:* Occupational health and safety - concept, challenges. Roles, functions and appointment of of the Labour Welfare Officer-Workers awareness Programs.

Need and application of Social Work methods in delivering employee welfare services, new paradigms in Employee welfare.

Case Studies: Some cases of real business world to supplement learning from the course.

Text Books

1. Dwivedi. R.S (1997) 'Human Relations & Organisational Behaviour', Macmillan India Ltd, New Delhi
2. Joseph, Jerome (2004) Industrial relations: Towards a new theory of negotiated connectedness, New Delhi: Response Books
3. Malhotra O.P (1985). Industrial Disputes Act 1947, Lucknow: East law book company
4. Mamoria C.B. and Mamoria. Satish (1998)'Dynamics of Industrial Relations', Himalaya Publishing House, New Delhi
5. Paul Edwards (2009)Industrial Relations: Theory and Practice, 2nd Edition

Books for References

1. Ratna Sen, (2003)'Industrial Relations in India', Shifting Paradigms, Macmillan India Ltd., New Delhi
2. Rosen bloom Jerry(2014) The Handbook of Employee Benefits -Health and Group Benefits,7th Edition,Mc Graw Hill
3. Sarma. A.M (2014),Employee Welfare and Social Security,Himalaya Publishing House.
4. Saxena, R.C. (1961). Labour Problems and Social Welfare, Meerat: Jaiprakashnath and company
5. Srivastav, K.N (1954). Industrial Peace & Industrial Relations Allahabad:Kitab Mahal
6. Srivastava (2000) 'Industrial Relations and Labour laws', Vikas, 4th edition.

7. Subba Rao.P., (2010) Essentials of Human Resource Management and industrial Relations: Text, Cases and Games

8. Venkata Ratnam.C.S., 'Globalisation and Labour Management Relations', Response Books, 2001.

Web Resources

1. https://www.researchgate.net
2. https://labour.gov.in
3. http://www.ignou.ac.in
4. https://www.ilo.org
5. https://www.greythr.com

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	S	S	S

S – Strong   **M – Medium**   **L - Low**

THERAPEUTIC INTERVENTION IN SOCIAL WORK

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	THERAPEUTIC INTERVENTION IN SOCIAL WORK	**Core Course - XI**	**Y**	**-**	**-**	**-**	**4**	**6**	**25**	**75**	**100**
Year		**II**									
Semester		**IV**									
Prerequisites		**Basic Understanding of Therapeutic Approaches**									
Learning Objectives											
1	To aware of the concept of therapeutic intervention										
2	To understand the role of social worker in different setting										
3	To acquire knowledge of therapeutic approaches										
4	To initiate the student into integrating indigenous and holistic therapeutic practices.										
5	To understand the current trends in healing										

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To gain knowledge on the concept of Therapeutic Intervention in Social Work.

CO2: To Identify the role of social workers in clinical practice and help accordingly.

CO3: To apply the therapeutic approach during intervention.

CO4: To Integrate indigenous and holistic therapeutic practices

CO5: To adapt to current trends in healing

CO6: To plan the Psychosocial interventions

SYLLABUS

UNIT – I   (12 Hours)

Introduction to Therapeutics intervention: Therapeutic intervention - Meaning, Concept. Clinical Social Work Practice - Definition. Psychotherapy- Definition, Therapeutic Alliance. Compare Psychotherapy – Counselling – Case work.

UNIT – II   (12 Hours)

Role of Clinical Social Work Practice in different setting: Mental Health, HIV/AIDS, Deaddiction, Diabetics, Coronary Heart disease, Neurology, Nephrology, Oncology, Tuberculosis.

UNIT – IIII   (12 Hours)

Therapeutic Approaches: Key concepts, Therapeutic Process and application – Psychoanlysis, Gestalt Therapy, Erikson's Psychosocial stage, Cognitive Behaviour Therapy, Group Therapy, Family Therapy, Tele-counseling and Transactional Analysis. Person centered approach, Solution Focused approach

UNIT – IV   (12 Hours)

Indigenous Therapeutic Techniques: Indigenous therapeutic Techniques- Yoga, Meditation, Spiritual Healing and Relaxation Therapy.

UNIT – V   (12 Hours)

Current trends in Healing: Neuro Linguistic Programming, Positive Imaging, Pain Management techniques, Art Therapy, Play therapy, Music and Dance Movement Therapy.

Text Books

1. Antony D (2018), Counsellor's Approach to Mental Disorders, Guru Publications

2. Coleman, *Comprehensive Textbook of Abnormal Psychology*.

3. Egan Gerard. (2006). *The skilled helper: A problem management and opportunity, Development Approach to helping*, Wadsworth publishers, Boston, USA.

4. Joseph Waalsh (2010), Direct Social Work Practice Theoretical Perspectives, Cengage Learning India Private Limited, New Delhi. ISBN-13:978-81-315-1375-0

5. Sekar, Parthasarathy, Muralidhar (2011), Handbook of Psychiatric Social Work, NIMHANS Publication

Books for References

1. Benson, N & Loon, B. V (2012). Introducing Psychotherapy: A Graphic Guide

2. Hamilton, Gordon. (1955). *Theory and Practice of Social Case Work*. Columbia University Press, New York, USA.

3. Helen, (1995). *Social Case Work: A Problem-Solving Process.* The University of Chicago Press, Chicago, USA.

4. Konopka, (1983). *Social Group Work: A helping Process*. Prentice Hall, New Jersy, USA.

5. Lapworth, Phil, (2001). *Integration in Counselling and Psychotherapy: Developing a personal approach*. sage publications, New Delhi.

6. Windy, Dryden. (2002). *Handbook of Individual Therapy*. Sage Publications, New Delhi

Web Resources

1. https://www.apa.org/practice/guidelines

2. https://www.goodtherapy.org/learn-about-therapy/types/acceptance-commitment-therapy

3. https://www.goodtherapy.org/learn-about-therapy/types/dialectical-behavioral-therapy

4. https://www.who.int/transplantation/Guiding_PrinciplesTransplantation_WHA63.22en.pdf

5. https://www.learncbse.in/therapeutic-approaches-counselling-cbse-notes-class-12-psychology/

6. https://www.spsrohini.com/sites/default/files/12%20Psychology%20-Therapeutic%20Approaches%20-%20Notes%20&%20Video%20Link.pdf

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	M	S	S
CO2	S	S	S	S	S
CO3	S	S	S	S	S
CO4	S	S	S	S	S
CO5	S	S	S	S	S
CO6	S	S	S	S	S

S – Strong   **M – Medium**   **L - Low**

LIVELIHOOD AND SOCIAL AUDIT

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	LIVELIHOOD AND SOCIAL AUDIT	**Core Course – XII**	**Y**	-	-	-	**5**	**6**	**25**	**75**	**100**

Year	II
Semester	**IV**
Prerequisites	**Basic Understanding of how people work in Organizations.**

Learning Objectives	
1	To understand the concept, need, importance and principles of rural livelihood
2	To gain knowledge on livelihood programmes
3	To gain knowledge on rural livelihood and the various methods involved in social auditing
4	Togain knowledge on social audit
5	To acquire skills to practice social accounts and audit.

Course Outcomes

On the successful completion of the course, student will be able:
CO1 : To understand the concept, need, importance and principles of rural livelihood
CO2 : Togain knowledge on livelihood programmes
CO3: To gain knowledge on rural livelihood and the various methods involved in social auditing
CO4: To gain knowledge on social audit
CO5: To acquire skills to practice social accounts and audit

SYLLABUS

UNIT – I   (12 Hours)

Livelihood: Livelihood – Concept, Sustainable livelihood – principles, approaches (UNDP, DFID, CARE, OXFAM) and frameworks. Livelihood mapping: Tools and techniques for livelihood mapping and sub sector analysis- Participatory Assessment and Planning for SL (PAPSL), Rapid and Participatory Livelihood Security Assessment (RLSA). Context of Poverty eradication - (Concept - Poor, Multidimensional aspect of Poverty, Tools of Poverty Assessment, historical development of poverty eradication and alleviation programs)

UNIT – II   (12 Hours)

Institutionalized Livelihoods: Livelihood promotions: By different agencies (Government and Non-governmental organizations - Local and International Organizations) – Major livelihood programs in India (National Rural Livelihood Mission (NRLM), Mahalir Thittam) – Challenges in livelihood promotions; Livelihood strategies: Livelihood portfolio for rural poor, Agriculture, Migration, Diversification, Sectoral approach.

UNIT – III   (12 Hours)

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   (12 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   (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.

Case Studies: Some cases of rural livelihood to supplement learning from the course.

Text Books

1. Baumgartner, Ruedi. 2004. In search of sustainable livelihood systems. Sage publications, New Delhi.

2. Yanovsky, M. 2009. Social Accounting Systems. Transaction Publishers. New Jersey.

Books for References

1. Aggarwal, Nomita. 2003. Social auditing of environmental laws in Inida. New Century Publications. New Delhi.

2. Auret, Diana and et.al. 2009. Participatory social auditing:a practical guide to developing a gender-sensitive approach. Institute of development studies. Brighton.

3. Ball, Amanda and Stephen O. Osborne. 2011. Social accounting and public management: accountability for the common good. Routledge Publisher. New York.

4. Basu, S. K. 2006. Auditing: Principles and Techniques. Dorling Kindersley (India) Pvt. Ltd. New Delhi.

5. Basu, S.K. 2009. Fundamentals of Auditing. Dorling Kindersley (India) Pvt. Ltd. New Delhi.

6. Costa, Ericka and et. Al. 2014. Accountability and Social Accounting for social and non-profit organizations. Emerald group publishing limited. Bingley.
7. Dagoon, Jesse D. 2003. Teaching strategies in livelihood and vocational education today. Rex Books store inc. Manila.

8. Lont, Hotze and Otto Hospes. 2004. Livelihood and microfinance. Eburon academic publishers. Delft.

9. Niehof, Anke and Lisa Price. 2001. Rural livelihood systems: a conceptual framework. Upward Publisher. Wageningen.

10. Pagare, Dinakar. 2010. Principals and practice of auditing. Sultan Chand and Sons, New Delhi.

11. Prasuna, D G. 2005. Auditing: the emerging landscape. The ICFAI University press. Hyderabad.

12. Premavathy, N. 2012. Practical auditing. Sri Vishnu publications. Chennai.

13. Rakodi, Carole and Tony Lloyd-Jones. 2002. Urban livelihoods: A people-centered approach to reducing poverty. Earthscan publications limited. London.

14. Sankaran, S. 2012. Indian economy: problems, policies and development. Margham publications. Chennai

15. Yanovsky, M. 2009. Social Accounting Systems. Transaction Publishers. New Jersey.

Web Resources

1. http://www.tmv.edu.in/pdf
2. http://www.ignou.ac.in
3. https://www.researchgate.net
4. https://onlinelibrary.wiley.com
5. https://www.frontiersin.org

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S

S – Strong   **M – Medium**   **L - Low**

ORGANISATIONAL BEHAVIOUR

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	ORGANISATIONAL BEHAVIOUR	Core Course – XII	Y	-	-	-	5	6	25	75	100
Year		II									
Semester		IV									
Prerequisites		**Basic Understanding of how people work in Organizations.**									
Learning Objectives											
1	To enrich the knowledge about the basics of people management in Organizations										
2	To apply techniques of working effectively with people										
3	To understand the causes of conflict in Organisations and ways to manage them										
4	To understand the factors that motivate people at work										
5	To acquire knowledge on Organizational Change and resistance to Change										
6	To identify the latest trends in Organizational Development										

Course Outcomes

On the successful completion of the course, student will be able:

CO1 : To be aware of the relation between various disciplines and Organizational Behaviour

CO2 : To be aware of the concept of Individual and group behaviour in Organizations

CO3: To apply suitable theories and models of Motivation to enhance the work motivation of People in Organizations

CO4: To analyse the competencies and skills required for overcoming resistance to change in Organizations

CO5: To identify the skills required for Interventions in Organizational Development

CO6: To understand latest trends in Organizational Development

SYLLABUS

UNIT – I   (12 Hours)

Organizational Behaviour: *Organizational Behaviour* - Definition, Scope, Approaches to Organizational Behaviour, Foundations & Contributing disciplines to OB. History of OB, Hawthorne Studies, Human Relations Movement, Models of OB, Importance of Organizational Behaviour,Relevance of OB in Social Work. Challenges involved inthe application and practice of OB.

Current Trends in OB Practices: Quality of Work Life, Just-in-time (JIT), 5S model, Six Sigma and Lean Six Sigma, Total Productivity Management, Total Quality Management.

UNIT – II   (12 Hours)

Human Behaviour at Work:*Individual behaviour,* Attitudes and values; Perception ;concept, process, errors and applications; Personality concept, determinants, theories and applications; Group behaviour – concept, types of group, group development, group dynamics; Teams – types, creating effective teams.

Organizational Conflict-concept, sources, types, management; Organizational power and politics, Behavioral changes in individuals and teams.

UNIT – III   (12 Hours)

Motivation at Work :*Motivation*- Meaning,Theories of Motivation –Maslow's Hierarchy of Needs, Herzberg's Two factor Theory, McGregor's Theory X and Theory Y, Alderfer's ERG Theory Systems Theory, Emotional quotient at Work. Stress and anxiety management. Job Satisfaction, Job Rotation, Job Clarification, Employee Morale. Job Satisfaction, Organizational Citizenship Behaviour

UNIT – IV   (12 Hours)

Organizational change:*Concept of Organizational Change,* resistance to change, managing resistance to change, Lewin's three step model of change, Stress – sources, consequences and management.

Organizationalculture and climate – Factors affecting organizational climate – Organizational processes and structure & design

UNIT – V   (12 Hours)

Organizational Development :*Concept of Organizational Development-* Definition, theories and practice: Organizational Development and Organizational Behaviour, OD Intervention techniques: Sensitivity Training. Quality Circles.Survey Feedback, Management of change.Individual behaviour, Foundations of individual behaviour.

Case Studies: Some cases of real business world to supplement learning from the course.

Text Books

1. Ahuja K.K. (1990) Organization Behaviour, Kalyani publication, New Delhi
2. Bhonsle, Y.B. (1999). Personnel Management Indian Scene. Mumbai: Deborah Prayer House.
3. Frence, Wendell and Cecil (1995). Organisation Development. New Delhi: Prentice-Hall of India Ltd.
4. Ghorpade M.B. (1980) Industrial Psychology, Himalaya publishing house, Mumbai
5. Ghosh P.K. and Ghorpade M.B. (1991) Industrial and Organizational Psychology, Himalaya publishing house, Mumbai

Books for References

1. Gilmer (1961) Industrial Psychology, McGraw hill, London
2. Gupta,Ananda Das (2014).Organizational Behaviour design,Structure and Culture: Biztantra
3. Margie Parikh and Rajan Gupta (2010), Organizational Behavior, Tata McGraw Hill Education Private Limited
4. Sinha Durganand (1992) Studies in Industrial Psychology, Sriram Mehar and co, Agra
5. Stephen P. Robbins (2002) Organizational Behaviour, Pearson education Asia New Delhi
6. Udai Pareek (2010) Understanding Organizational Behavior, Second Edition, Oxford University Press

Web Resources

6. http://www.tmv.edu.in/pdf

7. http://www.ignou.ac.in

8. https://www.researchgate.net

9. https://onlinelibrary.wiley.com

10. https://www.frontiersin.org

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	M	S
CO3	S	M	S	S	S
CO4	S	S	S	S	S
CO5	S	S	M	S	S
CO6	S	S	S	S	S

S – Strong   **M – Medium**   **L - Low**

CLINICAL SOCIAL WORK

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	CLINICAL SOCIAL WORK	**Core Course – XII**	**Y**	**-**	**-**	**-**	**5**	**6**	**25**	**75**	**100**

Year	II
Semester	IV
Prerequisites	**Basic Understanding of health and lifeline settings**

Learning Objectives	
1	To create awareness on clinical Social Work in different settings.
2	To equip students by imparting knowledge to understand the concept, definition, objectives, of Clinical Social Work.
3	To acquire core competencies required for clinical social worker, values and ethics of professional social work.
4	To develop the ability to critically analyse problems of people in distress and provide intervention for better wellbeing.
5	To identify the scope and challenges of different clinical social work setting

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To be aware about the concept, history, scope and trends in clinical Social Work.

CO2: To articulate skills to conceptualize, undertake evidence-based practice in different clinical settings.

CO3: To Critically analyse the problematic situations and to find workable means to resolve them

CO4: To analyse competencies and skills required for clinical social worker in different setting.

CO5: To create and implement empirically-based interventions in a multidisciplinary setting.

CO6: To demonstrate ethical values and clinical standards as per NASW in all clinical settings

SYLLABUS

UNIT – I   **(12 Hours)**

Introduction to Clinical Social Work: Clinical social work: Meaning & Definition, Goal & Objectives, Scope, Historical development, concepts underlying clinical social work practice. Emerging trends in clinical social work in India and abroad

UNIT – II   **(12 Hours)**

Ethics and standards in clinical social work: NASW Standards & behaviors for the practice of clinical social work. Core Competencies, techniques and Careers in Clinical Social Work practice.

UNIT – IIII   **(12 Hours)**

Clinical social work practice among target groups: Children and adolescents - life skills education, student enrichment programme, counselling cell - training program for students, Health Education. **Families** - pre-marital counselling, family life education, family and marital enrichment, parenting training program **Elderly** – socialising, isolation and loneliness, psychological adjustment

UNIT – IV   **(12 Hours)**

Psychosocial Interventions in clinical settings: Skills required for clinical social worker in assessment, diagnosis, rehabilitation planning, vocational evaluation, breaking bad news, drug adherence, handling distress, emotional problems, addiction, absenteeism, work life balance, suicidal ideation and micro skills in prevention.

Clinical social work in various settings: Clinical Social Work practice in educational setting, child welfare agencies, Family Counselling centres, short stay, Respite care, Destitute homes, correctional institutions, general hospital settings, de-addiction centers, adoption centres, counselling services in corporate and industrial setting

Text Books

1. Austrian S G (2000). Mental Disorders, Medications, and Clinical Social Work, New York: Columbia University Press.

2. Brandell, J R (1997). Theory and Practice of Clinical Social Work, London: Free Press

3. Elizabeth M. Vonl, Tony Tripodi, Irwin Epstein (2006). Research Techniques for Clinical Social Workers, Columbia University Press.

4. Jerrold R. Brandell (2014)Essentials of Clinical Social Work, Sage Publications, Ltd

5. Meyer, C. H. (1983) Clinical Social Work in an Ecological Systems Perspective, New York, Columbia University Press

Books for References

1. Cameron, M. & King Keegan, E. (2010). The common factors model: Implications for transtheoretical clinical social work practice.

2. Aboud, F.E. (1998). *Health psychology in global perspective.* USA: Sage Publications

3. Turner, K. (2009). Mindfulness: The present moment in clinical social work. Clinical Social Work Journal.

4. Cameron, M. & King Keegan, E. (2010). The common factors model: Implications for transtheoretical clinical social work practice.

5. Groshong, Laura W (2009), Clinical Social Work Practice and Regulation : an overview., Clinical Social Work Association.

Web Resources

1. https://www.socialworkers.org/Practice/Clinical-Social-Work

2. http://gaswin.tripod.com/

3. https://nimhans.ac.in/

4. https://gacbe.ac.in/images/E%20books/Handbook%20of%20Health%20Social%20Work.pdf

5. https://www.clinicalsocialwork.eu/wp-content/uploads/2015/01/CSW_2_2014.pdf

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	L
CO2	S	S	S	S	M
CO3	S	M	S	S	S
CO4	S	S	S	M	S
CO5	S	S	M	S	S
CO6	S	S	S	M	S

S – Strong   **M – Medium**   **L - Low**

RESEARCH PROJECT

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	RESEARCH PROJECT	**Project with Viva-Voce**	**Y**	**-**	**-**	**-**	**7**	**10**	**25**	**75**	**100**

Year	**II**
Semester	**IV**
Prerequisites	**Enhance the abilities to prepare project report.**

Learning Objectives	
1	To develop Research Attitude and Aptitude in basic research process
2	To develop an ability to see the linkages between practice, research, theory and their roles.
3	To develop Research Attitude and Aptitude in basic research process
4	To develop ability to conceptualize, formulate and conduct research projects
5	To understand the research process, meaning, scope, and importance of social work research
6	To develop skills for use of statistics, library (inclusive of ICT) and documentation services for research

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To students will be able to conceptualize, formulate and conduct research project.

CO2: To enable to see the linkages between practice, research, theory and their roles

CO3: To apply skills for use of library and documentation services for research.

CO4: To acquire analytical skills within the field of Social Work research

CO5 : To understand the application of Statistics in Social Work Research

CO6: To enhance abilities to prepare project report.

SYLLABUS

UNIT – I   (12 Hours)

Aspects that need to be considered in designing and conducting a research study:

Selection and formulation of a Research problem

Identifying and defining concepts, variables Formulation of hypothesis and testing hypothesis Preparation of a study proposal Understanding Research Design patterns

Scope and Coverage

Population/Universe of a study. Need for studying a cross section of the Universe (Sample) Study of the Available

Sampling patterns (Probability/Non-Probability, Deciding the sample size and assessing error, Problems and advantages of sample studies.

UNIT – II   (12 Hours)

Planning and Implementation of data collection

Identification of data need, Use of secondary data

Primary data collection schemes and choice of a scheme

Preparation of a tool of data collection, and Problems in data collection

Data processing methods

Steps involved in data processing Preparing a data processing scheme, Taking decision on how the data are to be organized and presented, Analysis of data and use of Statistics in data analysis, Use of technological tool in data processing and analysis.

Application of Logical Reasoning and Statistics

Use of logical reasoning, Application of Statistical modules

Study of available statistical programme and their application on research data, Understanding the uses and misuse of statistical procedures Study Designs (A student can carry out research by using one of the following methods or combination of methods: Case study, Survey and Experimental study)

UNIT – III   (12 Hours)

Format of the Research Report

Each research shall consist of the following sections.

Section I Preliminaries

Section II Body of the Report

Section III Annexures

Section I Preliminaries: It is a formal general section and shall have following details

1. Title page

2. A Face sheet having details regarding the title of the study, name of the researcher, name of the guide, Head of the department, institution through which the study has been undertaken university and year of the work

3. Forward/ Acknowledgement

4. Table of contents with page Nos

5. List of tables charts and graphs

6. Certification from the guide

Section II Body of the Report: It is a formal technical section which shall consist of following chapters.

1. Introduction

2. Review of Literature

3. Methodology

4. Data presentation and Analyses

5. Major Findings and conclusion

However, the number of Chapters appearing in the body of report can be more, if the student decides to increase chapters. The aim of each chapter shall be considered while preparing the chapter

Section III Annexure: This section shall consist of all such additional information that are not disclosed in the body of the report

a) A copy of the tool/tools of data collection.

b) Additional statistical tables

c) Bibliography

d) Photographs etc.

UNIT – IV   **(12 Hours)**

CHAPTER 1 Introduction: The purpose of this chapter is to introduce the problem/topic of research. Here the student has to discuss the problem under analysis in relation to its importance and highlight need for undertaking the study. The concepts, variables, hypothesis

used in the study have to be explained in this Chapter.

CHAPTER 2 Review of Literature: The purpose of this chapter is to gather information review literature and studies conducted earlier on the same topic based on which one can draw out the relevance of the present study.

CHAPTER 3 Methodology: In this chapter the student has to outline as clearly as possible the, procedure used by him/her in the project undertaking.

1. The objectives of the research should be clearly stated following which the other issues are to be discussed
2. Coverage i.e. Population and Sample.
3. Data collection: Time duration; methods and tools used, difficulties faced in data collection.
4. Scheme involved in data processing and mode of data presentation. (Editing, classification, coding tabulation, graphs). If processed by the computers, a brief discussion on the scheme has to be explained
5. Report Design: A brief discussion on the arrangement or chapterisation of the report could be included here.

UNIT – V (12 Hours)

CHAPTER 4 Data Presentation and Analysis: This chapter shall present the findings of research. Appropriate mode of data presentation such as charts, graphs and diagrams and descriptive analysis/ interpretations of data are undertaken here.

CHAPTER 5 Major Findings and Conclusion: This chapter shall present in a summarized form, the major findings as well as the conclusions arrived at, along with recommendations and suggestions if any for further research and intervention in the area of the study.

Text Books

1. Ahuja, Ram (2001), Research Methods , Rawat publications, Jaipur
2. Alston, M Bocoles, W (Indian Edition 2003), Research for Social Workers- An Introduction to Methods, Rawat Jaipur.
3. Chauthary, C, M (1991), Research Methodology, Jaipur, RBSA Publishers
4. Costello, Patrick (2005), Action Research, London Continuum
5. Gillham,Bill (2000), Case Study Research Methods, London, Continuum
6. Kothari, C, R (2004), Research Methodology: Methods and Techiques, New Delhi, New age International

7. Krishnaswamy, O.R (1993), Methodology for Research in Social Science, Himalaya, Bombay

Books for References

1. Baker, Therese, I (1994) Doing Social Research, McGraw Hill, Singapore

2. Laldas, D, K (2000) Practice of Social Research, Rawat, Jaipur.

3. Mikkelsen, Britha (2005), Methods for Development Work and Research – A new Guide for

4. Practioners, Sage Publications, New Delhi.

5. Singh, Jaspal (2001), Methodology and Techniques of Social Research , New Delhi, Kanishka.

Web Resources

1. https://onlinecourses.nptel.ac.in/noc20_ge01/preview
2. https://onlinecourses.nptel.ac.in/noc20_hs78/preview
3. https://academic.microsoft.com/
4. https://www.refseek.com/
5. https://core.ac.uk/
6. https://www.base-search.net/

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	M	S	S	S
CO2	S	S	S	S	M
CO3	S	S	S	S	S
CO4	S	S	S	S	M
CO5	S	S	M	S	S

S – Strong **M – Medium** **L - Low**

CONCURRENT FIELD WORK – IV- Practical IV

COMMUNITY DEVELOPMENT SPECIALISATION)

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	CIA	External	Total
	CONCURRENTFIELD WORK –IV- Practical IV	**Elective Course – VI**	-	-	Y	-	**3**	**4**	**50**	**50**	**100**

Year	**II**
Semester	**IV**
Prerequisites	**Basic Understanding of community development**

Learning Objectives	
1	To develop an understanding of the nature and structure of the Organisation
2	To develop an understanding of the Strategic community Functions in all kinds of industries.
3	To gain practical understanding of the community functions in the industries
4	To acquire an insight into the process of policy formulation and implementation
5	To observe the application of the various methods of social work.

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To demonstrate an understanding of the nature, structure and role of organisations.

CO2: To analyse the community functions of different kind of organisations

CO3: To Identify the strategic community Functions of different kinds of industries.

CO4: To demonstrate knowledge, skills, attitude and values required for working in the community sector.

CO5: To undertake projects unique to the communities.

CO6: To evaluate the community regulation act applicable to the industries.

SYLLABUS

UNIT – I (12 Hours)

Community Development: Concept, definition, scope, Evolution of community, social legitimacy, The evolving role of stakeholders, Moral and economic arguments for CSR

UNIT – II (12 Hours)

CSR policy and governance, Stakeholder engagement, Environmental assessments, Theories & Models of CSR.

UNIT – III (12 Hours)

Community investment and evaluation, Community Development and human resource management, Reporting and communications

UNIT – IV (12 Hours)

Introducing a systems-based approach to developing CSR, Assessing the current state of a company's CSR activities, Linking CSR to brands and reputation, Stakeholder engagement.

UNIT – V (12 Hours)

Implementing Community Developmentprogrammes, Monitoring and measuring the impact of Community Developmentprograms, Company Act: 2013

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	M	S	S	M
CO2	S	S	M	S	M
CO3	S	S	S	S	M
CO4	S	S	S	S	S
CO5	M	S	S	S	S

S – Strong   **M – Medium**   **L - Low**

CONCURRENT FIELD WORK - IV

(HUMAN RESOURCE MANAGEMENTSPECIALISATION)

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	CONCURRENT FIELD WORK –IV **practical IV**	**Elective Course – VI**	-	-	Y	-	**3**	**4**	**50**	**50**	**100**
Year		**II**									
Semester		**IV**									
Prerequisites		**Basic Understanding of application of HRM**									
Learning Objectives											
1	To develop an understanding of the nature and structure of the Organisation										
2	To develop an understanding of the Strategic HR functions										
3	To gain practical understanding of the business functions in the Service Organizations										
4	To acquire an insight into the process of policy formulation and implementation										
5	To observe the application of the various Labour Legislations										

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To demonstrate an understanding of the nature, structure and role of organisations
CO2: To analyse the business operations and functions of organisations

CO3: To Identify the strategic Human Resource functions

CO4: To demonstrate knowledge, skills, attitude and values required for working in service sector in the areas of personnel management, labour welfare, industrial relations

CO5: To undertake projects unique to the HRM

CO6: To evaluate the labour legislations applicable to HR

SYLLABUS

UNIT – I (12 Hours)

Understanding of the Organisation, its financial standing, Organisation structure, competitors and market share

UNIT – II (12 Hours)

Understanding of Human Resource planning, job analysis, job description and Recruitment process; Establishing rapport with the personnel and understanding HRD functions

UNIT – III (12 Hours)

Gain insights into HR policies related to Employee engagement, Employee relations, Grievance handling, talent management, Reward system, Compensation management, Performance Management etc.

UNIT – IV (12 Hours)

Conducting research project, assignments pertinent to service sector; Undertake analysis/ projects relevant to the Organisation

UNIT – V (12 Hours)

Legislations applicable to the Organization

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	M	S	S	M
CO2	S	S	M	S	M
CO3	S	S	S	S	M

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

S – Strong　　　　　　**M – Medium**　　　　　　**L - Low**

CONCURRENT FIELD WORK - IV

(MEDICAL AND PSYCHIATRIC SPECIALISATION)

Course Code	Course Name	Category	L	T	P	S	Credits	Inst. Hrs	Marks		
									CIA	External	Total
	CONCURRENT FIELD WORK-IV- Practical IV	**Elective Course - VI**	Y	-	-	-	**4**	**6**	50	50	100
Year		**II**									

Semester	IV
Prerequisites	**Basic Understanding of differentPsychiatric setting**

Learning Objectives	
1	To know and understand the functions of hospital
2	To make the students aware of different settings for Psychiatric Social Work.
3	To understand and analyze the role of person and patient in the environment
4	To train the students on Community based rehabilitation services. And provide professional intervention skills.
5	To improve the skills to work in health setting.

COURSE OUTCOMES:

CO 1: Understanding the different types of health issues.
CO 2: knowing the different kinds of NGOs working for the different kinds of communities in solving the problem in the personal environment context.
CO 3: To be able to understand the role of social worker in health setting.
CO 4: Evaluate the role, characteristics and skills of a social work and critically evaluate the same.
CO5: Develop theoretical expertise and knowledge in health setting.
CO6: Understanding the role of multidisciplinary team in a hospital.

UNIT I (12 Hours)

Orientation Phase

4. Field work orientation on structure of the programme
5. Explaining the skills is required for social workers in health care setting.
6. Identification of the field of interest to develop the aptitude for the same.

UNIT II (12 Hours)

Induction Phase I
To understand the Structure and functions of administration in Medical Setting.
To identify the role of Psychiatric Social Work
Identify the needs of the patients and caregivers in hospital.

UNIT III (12 Hours)

Induction Phase II
Applying their skill in Psychiatric Social Work.
Assessment on the role of Social Worker in Hospital.

UNIT IV (12 Hours)

Implementation Phase

Apply the theoretical knowledge for solving the problems of patients and Application of Psychiatric Social Work practice.

UNIT V (12 Hours)

Case study analysis and apply problem solving and strength based approach.

Feedback and Evaluation

6. The students will be evaluated based on their contribution and participation in the agency's activities.
7. Detailed report on the community where they worked.
8. Report writing and documentation
9. Attendance (Field work and conferences attended by the trainee
10. Internal & external Viva Voce examination

MAPPING WITH PROGRAMME SPECIFIC OUTCOME

	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	S	S	S	S	M
CO2	S	S	S	S	S
CO3	S	S	S	S	S
CO4	S	S	S	M	S
CO5	S	S	S	M	S
CO6	S	S	S	S	S

S – Strong   M – Medium   L - Low

EMPLOYABILITY SKILLS

Cour se Code	Course Name	Category	L	T	P	S	Credi ts	Inst. Hrs	Marks		
									CIA	External	Total
	EMPLOYABILI TY SKILLS	**Skill enhancem ent III**	-	-	**Y**	-	**2**	**4**	**25**	**75**	**100**
Year		**II**									
Semester		**IV**									
Prerequisites		**Basic Understanding of Self**									
Learning Objectives											
1	To develop an Knowledge Dimension of Employability Skills and Career Planning Skill										

2	To develop Resume Writing & Interview Skills
3	To gain Self-Analysis of skills required for a specific occupation of choice
4	To Undergoing a Psychometric Testing on Career aspiration
5	To develop Planning, Organizing Skill and Team Work Skill

Course Outcomes

On the successful completion of the course, student will be able:

CO1: To develop an understanding of self

CO2: To develop an understanding of self in the career planning

CO3: To gain Self-Analysis of skills required for a specific occupation of choice

CO4: To Undergoing a Psychometric Testing on Career aspiration
CO5: To Preparing Skill Portfolio and Exploring careers

SYLLABUS

UNIT – I (9Hours)

Knowledge Dimension of Employability Skills: Workplace health and safety- types of workplace injury- hazards and safety signs- Appropriate workplace behaviour and conduct - Anti-discrimination- Harassment/Sexual harassment

UNIT – II (9Hours)

Career Planning Skill - Good understanding of careers in the industry and job opportunities and roles available within it - Career Analysis Survey - Skills and qualifications required for a range of occupations relating to M.S.W – Career Exploration activities

Skill Practice

1. Completing Career Planning Survey
2. Self-Analysis of skills required for a specific occupation of choice
3. Undergoing a Psychometric Testing on Career aspiration and submitting a report

UNIT – III (9Hours)

Resume Writing& Interview Skills: Components of an effective resume- Preparing for an interview

Skill Practice
1. Preparing two different CVs for two different jobs in different settings of MSW
2. Attending a Group Discussion
3. Attending a Mock Interview for any one CV prepared

UNIT – IV   **(9Hours)**

Team Work Skill – Participation in group activities- Listening to other's ideas with an open mind-Negotiating time lines, roles and responsibilities on a project- Maintaining productive and harmonious working relationship with colleagues.

Skill Practice
1. Organizing a group activity in the college as a team and writing a report on how time deadlines, roles and responsibilities of different team members were negotiated
2. SWOT Analysis on Sustaining Relationship with classmates
3. Demonstrating workplace telephone conversation

UNIT – V   **(9Hours)**

Planning & Organizing Skill: Identifying priorities and reorganizing schedules – Identifying time wasters that are blocks to task completion- identifying tasks to be delegated to subordinates or shared with equals - Adapting to job rotations within or outside the department

Skill Practice
1. Preparing Competency Matrix for two different jobs related to MSW setting
2. Preparing Skill Portfolio
3. Activity on Exploring careers

References:

1. Asha Kaul, 2005, The Effective Art Of Time Management, ICFAI University Press, Hyderabad

2. Charles J Stewart And William B Cash Jr, 2010, Interviewing Tata Mcgraw Hill Companies, New Delhi.

3. Diana Bonet Romero, 2011, The Business Of Listening(Fourth), Viva Books Pvt Ltd, New Delhi

4. Donald Shandler, 2011, Motivating The Millennial Knowledge Worker, Viva Books Pvt Ltd, New Delhi.

5. Gopalaswamy Ramesh AndMahadevanRamesh, 2010, The Ace Of Soft Skills, Dorling Kindersley, New Delhi.

6. Hari Mohan Prasad AndRajnish Mohan, 2012, How To Prepare For Group Discussion And Interview, Tata Mcgraw Hill Companies, New Delhi.

7. Herb Kindler,2011, Conflict Management(Fourth), Viva Books Pvt LtdmNew Delhi.

8. Gangal J.K., 2012, Competitive English, Nirja Publishers, New Delhi.

9. MagasudhaRavinuthala, 2005, The O.P.Singh, 2012, Art Of Effective Communication In Group Discussion And Interview, S.Chand And Company Ltd, New Delhi.

10. Mark Thomas, 2008, Gurus On Leadership, Viva Books Pvt Ltd, Hariyana.

11. Singh O.P., 2012, Art Of Effective Communication In Group Discussion And Interview, S.Chand And Company Ltd, New Delhi.

12. Patrick L Townsend And Joan Gebhardt, 2004, Recognition,Gratitude And Celebration, Crisp Publications, New Delhi.

13. Sharma R.K, 2007, How To Speak And Write Correctly, Swastik Publishers, New Delhi

14. Rakesh K Mittal, 2006, The Power Of Positive Management, Sterling Publications, New Delhi.

15. Robert Maddux And Barb Wingfield, 2011,Team Building(Fifth), Viva Books Pvt Ltd, New Delhi.