



**PERIYAR
MANIAMMAI**
INSTITUTE OF SCIENCE & TECHNOLOGY
(Deemed to be University)
Established Under Sec. 3 of UGC Act, 1956 - NAAC Accredited
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Criterion 1 – Curricular Aspects

Key Indicator	1.1	Curriculum Design and Development
Metric	1.1.2	Percentage of Programmes where syllabus revision was carried out during academic year 2023-24

DEPARTMENT OF SOCIAL WORK

S. No.	Programme Code	Programme name	Year of Introduction	Year of revision	Percentage of Syllabus content added or replaced
1.	901	Master of Social Work	2017-18	2023-24	37.93%

S.No	Contents
1.	Minutes of Board of Studies
2.	Extracts of minutes of the Academic Council Meeting
3.	Curriculum and Syllabus of the programme – Before Revision
4.	Curriculum and Syllabus of the programme – After Revision

Legend : **Highlighted Color - Red**

– Indicates courses which are removed from syllabus before revision

Highlighted Color - Green

– Indicates courses which are added into syllabus after revision

1. Minutes of the Board of Studies for Master of Social Work (Full Time) held on 15.03.2023

DEPARTMENT OF SOCIAL WORK

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BOARD OF STUDIES MEETING

Minutes of Meeting

Date: 15.06.2023

Time: 02:30 PM

Venue: Babbage Hall, PMIST

Mode: In Person

The Board of Studies meeting was held In-Person on 15.06.2023 for discussing and finalizing the following agenda.

Agenda:

1. Implementation of actions related to curricular aspects from stakeholders.
2. Presentation of the curriculum for the MSW degree program under Regulation 2023.
3. Presentation of the syllabi for semesters I to IV of the MSW degree program under Regulation 2023.
4. Courses addressing cross-cutting issues, such as Professional Ethics, Gender, Human Values, Environment & Sustainability, and other value frameworks aligned with the Sustainable Development Goals and the National Education Policy – 2020.
5. Inclusion of components such as field projects, research projects, and internships in the program.
6. Presentation of value-added courses to be offered for the academic year 2023-24.
7. Discussion on CO/PO attainment for the academic year 2022-23.
8. Social Responsibility and Community Engagement – A common course has been implemented as an elective for undergraduate programs for other Department.
9. Ratification of NCC activities.

Members present:

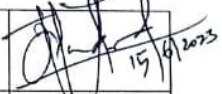

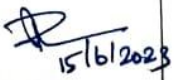


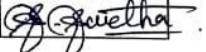
Table I - Members of the BoS

Sl.No.	Name	Designation	Representation	Signature
1.	Dr.S.Parameswaran	Assistant Professor & Head	Chairperson	
2.	Dr.P.Vijayalakshmi	Associate Professor	Dean i/c FHSM	

BoS/Chairperson

Dean(FHSM)

1

3.	Dr.A.Anand Jerard Sebastine	Associate Professor	Member	 15/6/2023
4.	Dr.S.Gnanaraj	Assistant Professor	Member	
5.	Dr. G. Kanaga	Professor and Dean of Alumnae Relations, Department of Social Work, Cauvery College for Women (Autonomous), Trichy.	Academic Expert – External Expert	G. Kanaga 15/6/2023
6.	Dr. R.S. Dhinesh	Managing Trustee HOPE (Hope Organization for People Empowerment) Trichy – 6921 312	Industrial Expert – External Member	 15/6/2023
7.	Dr.Sharmila Begum	Associate Professor & Head Department of Computer Science Engineering, PMIST	Special Invitee	M. Sharmila Begum 15/6/2023
8.	Dr.K.Thiyagarajan	Assistant Professor, /S E Department of Computer Science, PMIST	Special Invitee	 15/6/23
9.	Mr.K.Dhanapal	City Coordinator, Child line Nodal Organization, Department of Social Work, PMIST	Alumni	 15/6/23
10.	Ms.S.Swetha	I MSW	Student	

A. FEEDBACK ON CURICULAR ASPECTS

The feedback were collected and analyzed during 2020-21, 2021-22 and 2022-23 from the following stake holders

1. Teachers
2. Employers
3. Alumni students

BoS/Chairperson

Dean(FHSM)

2

4. Students

In addition, the feedback from Academic Expert, Industry Expert, Teachers, Alumni and students who participated in Department Advisory Committee Meeting (DAC) were presented. The action taken for the feedbacks are given as "Remarks" column in the point "C".

B. PRESENTATION OF CURICULLUM AND SYLLABUS

All the courses of MSW programme prepared by the faculty member of the Department of Social Work are presented individually. The deletion, addition and introduction of new courses related details are tabulated for all courses in the following table.

Table II: Discussions on courses with actions as remarks

S.No	Semester	Course code	Course Name	Course content Deletion/ Addition/ New	Percentage of change	Remarks
1	I	YSW101	Social Work Profession	No Change	No Change	Title Nomenclature has changed
2		YSW102	Social Case Work	No Change	No Change	
3		YSW103	Social Group Work	No Change	No Change	
4		YSW104	Field Work – I	No Change	No Change	
5		YSWE02	Society and Human Behavior	Added as New Course	100%	
6		YSW105	Communication for Social Work	Added as New Course	100%	
7		YSW106	Rural Camp	Added as New Course	100%	
8	II	YSW201	Community Organization and Social Action	No Change	No Change	
9		YSW202	Social Work Research and Statistics	No Change	No Change	
10		YSW203	Social Welfare Administration and Social Legislation	No Change	No Change	
11		YSW204	Field Work – II	No Change	No Change	
12		YSWE04	Green Social Work	Added as New Course	100%	

13		YSW205	Foundation of Artificial Intelligence and Machine Learning for Social Work	Added as New Course	100%		
14		YSW206	Life Skills for Social Work	Added as New Course	100%		
15	III	YSW301A	Rural Community Development	No Change	No Change		
16		YSW301B	Human Resource Management	No Change	No Change		
17		YSW301C	Medical Social Work	No Change	No Change		
18		YSW302A	Tribal Development in India	No Change	No Change		
19		YSW302B	Labour Legislations	No Change	No Change		
20		YSW302C	Mental Health and Psychiatric Disorders	Added as New Course	100%		
21		YSW303	Field Work – III	No Change	No Change		
22		YSWE05	Disaster Management	Added as New Course	100%		
23		YSWE07	Counselling in Social Work	Added as New Course	100%		
24		YSW304	Application of Data Analytics in Social Work	Added as New Course	100%		
25		YSW305	Employability Skills for Social Workers	Added as New Course	100%		
26		YSW306	Summer Internship Training	Added as New Course	100%		
27		IV	YSW401A	Urban Community Development	Added as New Course	100%	
28			YSW401B	Industrial Relations and Employee Welfare	No Change	No Change	
29	YSW401C		Psychiatric Social Work	No Change	No Change		
30	YSW402A		NGO Management	Added as New Course	100%		
31	YSW402B		Organizational Behaviour	No Change	No Change		

BoS/Chairperson

Dean(FHSM)

32	YSW402C	Clinical Social Work	No Change	No Change	
33	YSW403A	Social Work Practice in Project Management	No Change	No Change	Title Nomenclature has changed
34	YSW403B	Strategic Human Resource Management	Added as New Course	100%	
35	YSW403C	Therapeutic Intervention in Social Work	Added as New Course	100%	
36	YSW404	Field Work- IV	No Change	No Change	
37	YSW405	Research Project	No Change	No Change	
38	YSW406	Block Field Work Training	No Change	No Change	

C. LIST OF NEWLY INTRODUCED COURSES IN REGULATION 2023

1. Society and Human Behaviour.
2. Communication for Social Work.
3. Rural / Tribal Camp.
4. Entrepreneurship Development
5. Green Social Work.
6. Foundation of Artificial Intelligence and Machine Learning for Social Work.
7. Life Skills for Social Work.
8. Disaster Management
9. Corporate Social Responsibility.
10. Counseling in Social Work
11. Public Health in India.
12. Application of Data Analytics in Social Work.
13. Rural Community Development
14. Tribal Development in India.
15. Urban Community Development.
16. Employability Skills for Social Workers.
17. Summer Internship Training.
18. Clinical Social Work.
19. NGO Management.

20. Strategic Human Resource Management.
21. Therapeutic Intervention in Social Work.
22. Social Responsibility and Community Engagement

Specialization Electives – Any one shall be chosen

- CD
- HRM
- M&P

D. PERCENTAGE CHANGE IN THE SYLLABUS – 37.93 %

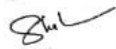
Number of new courses added = 4 core + 4 Electives (A student will take 4 out of 8 new elective courses) + 2 Skill Enhancement Courses + 2 Professional Competence Courses + 3 Ability Enhancement Compulsory Courses – Soft Skill + Internship (Summer Placement Training)

E. NOTES ON BENCHMARKING WITH UGC/World Top Universities MODEL CURRICULUM

1. The TANSCHÉ model syllabus was also presented in the BoS. The members compared the designed curriculum and discussed the following
2. The credits of the both the curriculum was found to be same.
3. The courses in the TANSCHÉ curriculum are present in the designed curriculum either as core course or discipline specific elective.
4. Courses on ethics, values and social responsibilities are added for societal needs and wellbeing of individuals.

II	PC-1	Rural Camp	Skill Development
II	CC – 5	Community Organization and Social Action	Employability & Skill Development
II	CC – 6	Social Work Research and Statistics	Employability & Entrepreneurship
II	CC – 7	Social Welfare Administration and Social Legislation	Employability & Entrepreneurship
II	CC – 8	Field Work – II	Employability & Skill Development
II	EC-II	Entrepreneurship Development (or) Green Social Work	Entrepreneurship & Skill Development
II	SEC-1	Foundation of Artificial Intelligence and Machine Learning for Social Work Practice	Employability & Skill Development
II	AEC-2	Life Skills for Social Work	Skill Development
III	CC – 9	CD - Rural Community Development HRM - Human Resource Management M&P - Medical Social Work	Employability & Entrepreneurship
III	CC – 10	CD - Tribal Development in India HRM - Labour Legislations M&P - Mental Health and Psychiatric Disorders	Employability & Entrepreneurship
III	CC – 11	Field Work – III	Employability & Skill Development
III	EC – 3	Disaster Management (or) Corporate Social Responsibility	Skill Development
III	EC – 4	Counselling in Social Work (or) Public Health in India	Skill Development
III	SEC – 2	Application of Data Analytics in Social Work	Skill Development
III	AEC – 3	Employability Skills for Social Workers	Employability & Skill Development
III	Internship	Summer Internship Training	Skill Development
IV	CC – 12	CD - Urban Community Development HRM - Industrial Relations and Employee Welfare M&P - Psychiatric Social Work	Employability & Entrepreneurship
IV	CC – 13	CD -NGO Management HRM - Organizational Behaviour M&P - Clinical Social Work	Employability & Entrepreneurship

IV	CC - 14	CD - Social Work Practice in Project Management HRM - Strategic Human Resource Management M&P - Therapeutic Intervention in Social Work	Employability & Entrepreneurship
IV	CC - 15	Field Work- IV	Employability & Skill Development
IV	Project with Viva-Voce	Research Project	Employability, Skill Development & Entrepreneurship
IV	Block Field Work	Block Field Work Training	Employability & Skill Development
IV	PE - 2	Study Tour	-



Dr.S.Parameswaran.
Head / Social Work



Dr.P.VIJAYALAKSHMI
Dean(i/c)/FHSM



Dr.A.George
Dean Academic

2. Extracts of the Minutes of Academic Council Meeting for MSW conducted on on 08.07.2023

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MINUTES OF FORTY SECOND MEETING OF THE ACADEMIC COUNCIL

Date : 08.07.2023

Venue: Richard Dawkins Hall

Time : 10.30 A.M

Place : PMIST, Vallam – Thanjavur

The Forty Second Meeting of the Academic Council of the Periyar Maniammai Institute

Resolution

RESOLVED TO APPROVE the Curriculum and Syllabi for Master of Social Work (2 Years) Programme under Full-Time (Regulation 2023).

**FHSM
MSW
42.6.18**

TO CONSIDER AND APPROVE inclusion of the proposed Value added Courses and Internship-Summer Placement Training for 2022-24 Batch (Regulation 2022).

Notes:

The Board of Studies of Department of Social Work recommended to include the proposed Value added courses and Internship as follows:

Value added Courses	Semester	Academic Year	Batch
Foundation of AI & ML for Social Work practices.	III	2023-24	2022-24
Applications of Data Analytics in Social Work	IV		

Internship	During	Academic Year	Batch
Summer Placement Training	II Semester vacation	2023-24	2022-24

The matter is placed before the Academic Council for approval.

Dean FAP enquired about the number of days given for summer placement training

Director CRD replied that 15 days are given for summer placement training.

Resolution

RESOLVED TO APPROVE inclusion of the Value added Courses and Internship-Summer Placement Training for 2022-24 Batch (Regulation 2022).

DEPARTMENT OF POLITICAL SCIENCE

**FHSM
B.A.-PS
42.6.19**

TO CONSIDER AND APPROVE the Curriculum and Syllabi for B.A. Political Science - Semester I to VI (Regulation 2023) & the Value Added Courses offered from the Academic Year 2023-24 onwards.

3. Curriculum and Syllabus of the Master of Social Work programme – Before Revision

CURRICULUM

REGULATIONS – 2022

(Applicable to the students admitted from the Academic year 2022)

SEMESTER I

Sub. Code	Name of the Course	L	T	P	C	H
YSW101	Introduction to Society and Social Work	4	0	0	4	4
YSW102	Social Work with Individuals	4	0	0	4	4
YSW103	Social Work with Groups	4	0	0	4	4
YSW104	Social with Communities and Radical Social Work	4	0	0	4	4
YSW105	Social Wok Practicum - I	0	0	4	4	8
	Total	16	0	4	20	24

SEMESTER II

Sub. Code	Name of the Course	L	T	P	C	H
YSW201	Human Growth and Personality Development	4	0	0	4	4
YSW202	Social Work Research and Statistics	4	0	0	4	4
YSW203	Social Policy and Welfare Administration	4	0	0	4	4
YSW204	Corporate Social Responsibility	4	0	0	4	4
YSW205	Social Wok Practicum - II	0	0	4	4	8
	Total	16	0	4	20	24

SEMESTER III

CLINICAL SOCIAL WORK - ELECTIVE

Sub. Code	Name of the Course	L	T	P	C	H
YSW301A	Community Health	4	0	0	4	4
YSW302A	Mental Health	4	0	0	4	4
YSW303A	Medical Social Work	4	0	0	4	4
YSW304A	Psychiatric Social Work	4	0	0	4	4
YSW305	Social Wok Practicum- III	0	0	4	4	8
	Total	16	0	4	20	24

SEMESTER III
DEVELOPMENT MANAGEMENT- ELECTIVE

Sub. Code	Name of the Course	L	T	P	C	H
YSW301B	Rural and Tribal Community Development	4	0	0	4	4
YSW302B	Urban Community Development	4	0	0	4	4
YSW303B	Project Management	4	0	0	4	4
YSW304B	Development Communication	4	0	0	4	4
YSW305	Social Wok Practicum- III	0	0	4	4	8
	Total	16	0	4	20	24

SEMESTER III
HUMAN RESOURCE MANAGEMENT - ELECTIVE

Sub. Code	Name of the Course	L	T	P	C	H
YSW301C	Human Resources Management and Development	4	0	0	4	4
YSW302C	Labour Welfare and Labour Legislations	4	0	0	4	4
YSW303C	Organizational Behaviour	4	0	0	4	4
YSW304C	Employee Relations and Trade Union	4	0	0	4	4
YSW305	Social Wok Practicum- III	0	0	4	4	8
	Total	16	0	4	20	24

SEMESTER IV

Sub. Code	Name of the Course	L	T	P	C	H
YSWNME*	Disaster Management and Mitigation	1 (2) SS	0	0	2	2
YSW401	Social Wok Practicum - IV	0	0	4	4	8
YSW402	Block Placement	0	0	8	8	8
YSW403	Research Project Work	0	0	8	8	16
	Total	1	0	20	22	34

* Self Study – 2 Hour

TOTAL CREDITS – 82

SEMESTER -I					
Subject Code	Subject Title	Category			
		L	T	P	CREDITS
YSW101	INTRODUCTION TO SOCIETY AND SOCIAL WORK	4	0	0	4

PREAMBLE

This course will familiarize students with the various roles, functions, and tasks which social workers perform in a variety of settings and acquaint them with the primary skills and practices of generalist social work. Students will be introduced to social work practice as a multi-level and multi-method approach, influencing change in problem situations. Students will also be introduced to the core values and Code of Ethics of social work and be exposed to issues of diversity, oppression, and social justice.

COURSE OBJECTIVES

- To acquire basic knowledge on professional Social Work.
- To understand historical development of the profession, its concepts and different methods.
- To develop skills and techniques in dealing with social issues and problems
- To apply oneself as an instrument of change.

COURSE OUTCOME

The student will be able to

CO1	Illustrate the Social Work concept , methods and explain about Social Work Education.	Cognitive	Understanding
CO2	Recall Social Work professional values, code of ethics and invent skills required for Social Worker	Cognitive	Remembering Creating
CO3	Distinguish the concepts of Society, Community, Cultural process and its elements	Cognitive	Analyzing
CO4	Explain the constitution of India and Social Welfare	Cognitive	Understanding Evaluating
CO5	Identify various Social Problems prevalent in India	Cognitive	Applying

COURSE CONTENTS

UNIT – I

12 Hours

Social Work: Introduction to Social Work as practiced today in India, Concept, Definition, Social Service, Social Welfare, Social Security, Social Reforms, Social Defense, Social Justice, Social Legislation and Social Education. Contribution of Indian Social reformers to Social movements and Social Welfare. Historical development of Social Work in UK, USA and India.

UNIT – II

12 Hours

Social Work as a Profession: Nature and its scope; Principles and its Methods - Professional Values, Code of ethics, Fields of Social Work, Skills for Social Worker. Social Work education and its growth, Objectives of Field work, new developments in Social Work literature, Professional organizations for Social Work in India and abroad. Status and Problems of Social Work professionals in India.

UNIT – III

12 Hours

Individual and Society: Concepts: Society, Community, Association, Institution, Cultural Process and its Elements, Social Stratification; Factors of Social Change; Institutional and Social groups-types and functions; Cultural lag and cultural change, Social control and Social deviance.

UNIT IV

12 Hours

Constitution of India and Social Welfare: Indian Constitution and its implication of Social Welfare: Fundamental Rights Part-III, Fundamental Duties Part-IV A, Directive principles of State Policy Part-IV, Human Rights According to U.N Charter and Indian Constitution.

UNIT – V

12 Hours

Social Problems in India: Poverty; Unemployment; Population; Social Disorganization, Issues related to weaker section, marginalized and excluded groups. Cyber-crimes, Technological addiction; Corruption; dowry and suicides. Specific social issues in Tamil Nadu.

Total Hours- 60

REFERENCES:

1. Stanley. S. Social Problems in India, Allied Publishers, New Delhi – 2005.
2. Jacob K.K. Social Work Education in India, Himanshu Pub., New Delhi, 2002
3. Chowdry P. Introduction to Social Work, New Atmaram & Sons. New Delhi, 1998
4. Wadia A.R. History and Philosophy of Social Work in India, Allied Publication, NewDelhi, 2001.
5. Memoria C.B. Social Problems and Social disorganization in India. Kitab Mahal,New Delhi.

SEMESTER - I					
Subject Code	Subject Title	Category			
		L	T	P	CREDITS
YSW102	SOCIAL WORK WITH INDIVIDUALS	4	0	0	4

PREAMBLE

This course aims to develop simple to complex skills of working with individuals in various situations like crisis, preventive, facilitative and developmental. This course also aims at introducing the graduates to understand, develop abilities, critically analyze the problems of individuals, intervene and enhance better living.

COURSE OBJECTIVES

- To understand social case work as a method of Social Work and appreciate its place in Social Work practice.
- To develop abilities to critically analyze problems of individuals factors affecting them.
- To enhance understanding of the basic values, principles concepts, tools techniques skills and process.
- To develop appropriate skills and attitudes to work with individuals.

COURSE OUTCOME

CO1	Illustrate the concept of Social Case Work practice in the fields of Social Work.	Cognitive	Understanding
CO2	Discuss the theories and approaches of Social Case Work and extend these approaches in the field work.	Cognitive	Creating Understanding
CO3	Relate and how the Case work tools and techniques helped for a Social Worker working with individuals and families	Cognitive	Remembering
CO4	Apply the process of Social Case Work in order to solve the problems of individuals	Cognitive	Applying
CO5	Evaluate the working relationship with the client and prioritize the emerging trends in Social Work with Individuals.	Cognitive	Evaluating

COURSE CONTENTS

UNIT I

12 Hours

Social Case work: Definitions, scope, historical development -Concepts of adjustment and maladjustment - Philosophical assumptions and casework values. Principles of casework; Components of Social Case Work: Person, Problem, Place and Process.

UNIT II

12 Hours

Process in casework: Study, assessment, intervention, evaluation, follow-up, and termination. Theories and approaches: Psycho-social approach, Functional approach, Problem solving approach, Crisis Theory, Family intervention, Behavioural modification, Transactional analysis and Holistic approach.

UNIT III

12 Hours

Tools for Help: Case work tools: Interview, home visit, observation, listening, communication skills, rapport building. Records: Nature, purpose and principles of recording. Techniques of casework: Supportive, resource enhancement and counseling. Self as a professional: **Professional self - Conflicts and dilemmas in working with individuals and families.**

UNIT IV

12 Hours

Application of Method: Primary and secondary settings - Application of methods in family, women, and child welfare settings, marriage counseling centers, schools settings, medical and psychiatric settings, correctional institutions, and industry.

UNIT V

12 Hours

Emerging trends in Social Work with Individuals: Short Term Case Work, Preventive Case Work intervention, multiple interviewing, psychotherapy, similarities and difference between case work, counseling and psychotherapy. Referrals, psychiatric consultation and psychological tests.

Total Hours -60

REFERENCES

1. Banerjee, G. R. 1971 "Some Thoughts on Professional Self in Social Work", Indian Journal of Social Work, Mumbai: Tata Institute of Social Sciences.
2. Biestek, F. P. 1957 The Case Work Relationship, London, George Allen and Unwin.
3. Hamilton, G. 1950 Theory and Practice in Social Case Work, New York, Columbia University Press.
4. Joel Fisher. 1978 Effective Case Work Practice - An Eclectic Approach, New York: McGraw Hill.
5. Mathew, Grace 1992 An Introduction to Social Case Work, Bombay, Tata Institute of Social Sciences.
6. Perlman, H. H. 1957 Social Case Work: A Problem Solving Process, Chicago. The University of Chicago Press.
7. Pippins, J. A. 1980 Developing Case Work Skills, California: Sage Publications.
8. Upadhyay.P.K, 2003 Social Case Work, New Delhi
9. Sanjay Bhattacharya, 2003: Social Work- an Integrated Approach, Deep and deep, Delhi
Upadhyay.R.K, 2010; Social Case Work: Therapeutic Approach, sage Publications

SEMESTER -I					
Subject Code	Subject Title	Category			
		L	T	P	CREDITS
YSW103	SOCIAL WORK WITH GROUPS	4	0	0	4

PREAMBLE

This course aims at developing the understanding of Group Work as a method of Social Work. It is also helping the learners to understand and develop abilities to critically analyze the problems of groups in various settings. This paper indeed enlightens the graduates of Social Work profession to work with various groups and achieve better coping towards working in a team.

COURSE OBJECTIVES

- To develop understanding of group work as a method of Social Work.
- To gain knowledge about group formation and use of a variety of group approaches.
- To develop knowledge, skills and techniques to be used by the Social Worker in groups.
- To understanding group as an instrument of change.

COURSE OUTCOME

CO1	Demonstrate the concept of Social Group Work practice in the fields of Social Work.	Cognitive	Understanding
CO2	Create and construct different types of social groups in the community and develop the group process in different stages.	Cognitive	Creating Understanding
CO3	Plan the group activity for the intervention of Group work Process	Cognitive	Remembering
CO4	Apply the approaches and theory of group work practice in order to solve the problems of groups	Cognitive	Applying
CO5	Evaluate the working relationship with the groups in different settings and record the glimpses.	Cognitive	Evaluating

COURSE CONTENTS

UNIT – I

12 Hours

Social Group Work: Definition, objectives and scope - Models of Group Work- Historical Development of Group Work, Principles of Group Work, Values, Significance, Principles and Skills - Group Work Process - Limitation of social group work practice in India.

UNIT – II

12 Hours

Social Groups and Development: Definition, Characteristics, Types of Groups and Functions of a Group - Stages of Group Development, Basic Human Needs met by Groups at Different Stages of Group Development - Group Process: **Bond, Acceptance, Isolation, Rejection, Sub- Group Formation, Withdrawal, Behaviour Contagion, Conflict and Control.**

UNIT – III

12 Hours

Programme Planning: Meaning and Definition of Programme, Principles and Process of Programme Planning and the place of Agency in Programme Planning - Programme Laboratory: Values and Techniques (Games, Singing, Dancing, Dramatics, Street play, Puppetry, Group Discussions, Excursion, Psychodrama, Socio drama, Role play, and Brain Storming) - Rural Camp: Planning, Organizing, Executing, Evaluating and Reporting.

UNIT – IV

12 Hours

Approaches and Practices of Social Work with Groups: Group Therapy, Group Psychotherapy, Use of Home Visits and Collateral Contacts. Leadership: Concepts, Definition, Characteristics, Functions, Qualities of Leader, Types and Theories of Leadership, Training for Leadership - Sociometry and Sociogram - Group Work Supervision: Meaning, Purpose and Functions.

UNIT – V

12 Hours

Group Work Recording: Meaning, Purpose, Principles, Process and Summary Records - Group Work Evaluation: Meaning and its Place in Group Work, Steps in Group Work Evaluation and Criteria for Good Group Work. Application of Group Work Methods in Different Settings: Community Settings, Medical and Psychiatric Settings, De-Addiction Centres, Correctional Institutions, Schools, Industries, Special Schools and Aged Homes.

Total Hours -60

REFERENCES:

1. Allan Brown, 2005; Group Work: Third edition, Rawat Book Sellers, Jaipur
2. Balgopal, P.R.& Vassil, T.V. 1983 Groups in Social Work: An Ecological Perspective. New York: Macmillan
3. Brown, Allan 1994 Group Work. Hampshire: Ashgate.
4. Dirverdi, 2005 Group Work with Children and Adolescent, Rawat Book Sellers, Jaipur
5. P.D.Misra, Penna Misra, Social Work Practice, 2001
6. Garrin, 2006, Handbook of Social Work with Groups, Rawat Book Sellers, Jaipur
7. Geoffrey, L.G. & Ephross, P.H. 1997 Group Work with Population at Risk. New York: Oxford University Press.
8. Toseland, R.W. & Rivas, R. 1984 An Introduction to Group Work Practice. New York: MacMillan.
9. Glassman. Urania, et al., (1990) Group Work: A Humanistic approach, Sag, Newbury Park, Gravin, Charles, D. (1989) Contemporary Group Work, Prentice Hall, New Jersey.
10. Nicolson, Paula, Rowan Bayne, (1990) Applied Psychology for Social workers, Practical Social Work Series, Jo Campling (ed) Macmillan, London
11. Water Lifton (1990) Working with groups. Oaks.

SEMESTER -I					
Subject Code	Subject Title	Category			
		L	T	P	CREDITS
YSW104	SOCIAL WORK WITH COMMUNITIES AND RADICAL SOCIAL WORK	4	0	0	4

COURSE OBJECTIVES

- To understand the elements of community organization practice.
- To enhance knowledge on Historical development of the community organization and strategies for social action.
- To develop skills and techniques in dealing with the micro-macro connections between the range of complex issues in practice.
- To express attitudes conducive to participatory activities for civil society.

COURSE OUTCOME

The Student will be able to

CO1	Explain the types of community, its structure and classify Community organization and Community Development	Understanding
CO2	List the Method of Community organization and Apply the skills for Community organization	Applying and Analyzing
CO3	Summarize the phases of Community organization and relate the role of social worker	Understanding
CO4	Plan programme addressing issues in the community and decide suitable programme laboratory techniques.	Creating and Evaluating
CO5	Demonstrate the models and strategies of Social action and Social reforms	Understanding

COURSE CONTENTS

UNIT – I

12 Hours

Community: Meaning, Types and Characteristics; Community Power Structure. Community Dynamics: Integrative and Disintegrative Processes in the Community. **Community Organization:** Concept, Definition, Objectives, Philosophy, Approaches and Principles; Community Organizations as a Method of Social Work; Community Welfare Councils and Community Chests. Community Organization and Community Development: Similarities and Differences.

UNIT – II**12 Hours**

Methods of Community Organization: Planning, Education, Communication, Community Participation, Collective Decision Making, Involvement of Groups and Organizations, Resource Mobilization, Community Action, Legislative and Non-Legislative Promotion, Co-Ordination; Skills in Community Organization; Community Organization as an Approach to Community Development.

UNIT – III**12 Hours**

Phases of Community Organization: Study, Assessment, Discussion, Organization, Action, Evaluation, Modification, Continuation; Community Study; Community Organization in Emergencies (Fire, Flood, Famine, Drought, Earthquake, Tsunami, and War); Role of Social Workers in Community Organization.

UNIT – IV**12 Hours**

Programme Planning: Meaning and Definition of Programme, Principles and Process of Programme Planning and the place of Agency in Programme Planning; Programme Laboratory - Values and Techniques: (Games, Singing, Dancing, Dramatics, Street play, Puppetry, Group Discussions, Excursion, Psychodrama, Socio drama, Role play, and Brain Storming) - Rural Camp: Planning, Organizing, Executing, Evaluating and Reporting.

UNIT – V**12 Hours**

Radical Social Work: Aims and criticism of Traditional Social Work; **Social Action:** Definition, Strategies of Social Action and Social Reform; Saul Alinsky's and Paulo Freire's Methods; **Process of Social Action. Models and Strategies of Community Organization:** Locality Development Model - Social Planning Model - Social Action Model - Select methods of public interest mobilization, litigation, protests and demonstrations, dealing with authorities, **Public Relations, Planning, Monitoring and Evaluation**

Total Hours -60**REFERENCES**

1. Shivappa R. 2009 STREAMS IN THE RIVER- A Journey into Inclusive Concerns, Dhatri Pustaka, Bangalore
2. Biklen, Bouglas.P, *Community Organizing - Theory & Practice*, New Jersey Prentice.

3. Beher A and Samuel J (2006) Social Watch in India: Citizens Report on Governance and Development, Pune: NCAS
4. Kettner, P and Moroney, Robert (2007) Designing and Managing Programs: An Effectiveness-Based Approach, University of Florida
5. Ledwith Margaret (2005) Community Development: A Critical Approach, Policy Press
6. Somesh Kumar (2002) Methods for Community Participation: A complete guide for practitioners, New Delhi: Sage Publication Vista
7. Donna Hardina (2013) *Innovative Approaches for Teaching Community Organization Skills* published by Routledge, New York.

SEMESTER -II					
Subject Code	Subject Title	Category			
		L	T	P	CREDITS
YSW201	HUMAN GROWTH AND PERSONALITY DEVELOPMENT	4	0	0	4

COURSE OBJECTIVES

- To understand the elements of individual's heritage and environmental influences in growth and development.
- To enhance knowledge on growth and behaviour at various stages in the life span: infancy, childhood, adolescence, youth, adulthood and old age, and impact of cultural aspects.
- To develop sensitivity towards needs, developmental tasks and health status along with need for developmental programmes for the same
- To develop attitudes conducive to participatory activities for civil society.

COURSE OUTCOME

CO1	Illustrate the application of psychology in Social Work profession.	Cognitive	Understanding
CO2	Recall the elements of individual's heritage and environmental influences in growth and development.	Cognitive	Remembering
CO3	Make use of contributions of distinguished personality and its theories towards development	Cognitive	Applying
CO4	Interpret the concepts and theories of leaning and motivation towards development	Cognitive	Understanding

CO5	Assess the mechanism of adjustment for managing Stress and frustration	Cognitive	Evaluating
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COURSE CONTENTS

UNIT – I

12 Hours

Psychology: Definition, Nature, branches and scope – Relevance of psychology for social workers - Application of Psychology in various fields – Special reference to social Psychology and its application.

UNIT – II

12 Hours

Human Growth and Development: Pregnancy and Child birth – Physical, Psychological and emotional aspects of Infants, Babyhood, Childhood, Adolescent, Adulthood, Middle age and Old age.

UNIT – III

12 Hours

Intelligence and Personality: Definition and Nature of Intelligence – Measurement of I.Q. Personality: Definition and structure; Theories of personality: Trait and Type theories; important concepts of the contributions of Freud, Jung, Adler, Maslow and Erickson; Factors influencing personality Development: Heredity & Environment and Socialization process.

UNIT – IV

12 Hours

Attitude, Perception, Motivation and Learning: Definition, types; Theories of Pavlov and Skinner; Remembering and forgetting. Motivation: Concept of instinct: Motives for survival - Meaning and definition; types and characteristics of motives; Hierarchy of motives; conscious and unconscious motivation.

UNIT – V

12 Hours

Adjustment: Concepts of adjustment and maladjustment; Stress; Frustration; Conflict - nature and types - Coping Mechanisms and Defense Mechanisms.

Total Hours 60

REFERENCES

1. Anastasi, Anne 1988 Psychological Testing, New York, Macmillan Publishing Company.
2. Chowdary, D. P. 1992 Aging and the Aged, New Delhi: Inter-India Publications.

3. Feldman Robert S 1997 Understanding Psychology, 4th Edition, Tata McGraw Hill Publishing Company Limited, New Delhi
4. Gore, M. S. 1992 Aging and the Future of the Human Being, The Indian Journal of SocialWork, 53 (2), 210-219.
5. Kail, R. V. and Human Development, Pacific Grove, Cavanagh, J. C. 1996 CA: Brooks/Core Publishing Company.
6. Magmesson, D. and Human Development: An International Allen, V. C 1983 Perspectives, New York: AcademicPress. Chapters 1,5,6,11,14,16,19,21.
7. Misra, G. (Ed.) 1990 Social Psychology in India, New Delhi: Sage Publications.
8. Mangal S.K., (2007) *General Psychology*, Sterling New Delhi.
9. Pathak Shalini, (2007) *Human Development*, Sonali, New Delhi.
10. Feldman Robert. S, (2006) *Introduction to Psychology*, Tata Mc Graw Hill, New Delhi,
11. Pankajam, G. (2005) *Know your Child*, New Delhi.
12. Sharma. K.K., (2003) *Principles of Developmental Psychology*, Sublime, Jaipur.
13. Elizabeth B. Hurlock -Developmental Psychology- A Life Span Approach 5th Edition Reprint 2018 – McGrawHill.

SEMESTER -II					
Subject Code	Subject Title	Category			
		L	T	P	CREDITS
YSW 202	SOCIAL WORK RESEARCH AND STATISTICS	4	0	0	4

COURSE OBJECTIVES

- To understand the scientific approach to human inquiry in comparison to the native or common sense approach in various aspects, of Social Work research process.
- To develop an ability to see the linkages between practice, research, theory and their role in enriching one another. conceptualize, formulate and conduct simple research
- To enhance knowledge conceptualization of a research strategy and problem; writing a research proposal; developing tools for collecting data; use of sampling, strategies for data collection, processing, presentation, analysis and interpretation; and writing research report etc.
- To develop attitudes conducive to participatory activities for civil society.

COURSE OUTCOME

The Student will be able to

CO1	Define the Social research and Social work research, outline the steps in research	Remembering and Understanding
CO2	Explain the Research design and Sampling techniques	Understanding
CO3	List the Sources of Data collection and recall the tools to be chosen	Remembering and applying
CO4	Analyze the data collected Interpret and discuss	Analysis, Evaluate and Create
CO5	Illustrate the statistical design for data analysis and compile data using computer applications	Understand and Create

COURSE CONTENTS

UNIT – I

12 Hours

Social Work Research: Meaning, definition, ethics, purpose of research, Social research and Social Work research. **Scientific Method:** Nature. Characteristics, purpose and steps in research process; **Formulation of Research problems, Review of Literature.**

UNIT – II**12 Hours**

Research Design and Sampling: Types: Exploratory, Descriptive, Diagnostic and Experimental. Mixed Methods in research. Hypothesis: Sources, Formulation, Attributes of hypotheses and types. Sampling: Definition Principles, Types and procedures; population and Universe, measurement: Meaning, levels of measurement: Nominal ordinal, interval and ratio; validity and reliability: meaning and types.

UNIT – III**12 Hours**

Sources and Methods of Data Collection: Sources: Primary and Secondary; Research tools: Observation and Survey methods, Interview guide, Interview schedule, questionnaire, FGD, Case Study. Pre-test and pilot study.

UNIT –IV**12 Hours**

Preparation of Research Proposal: Format processing of Data, Code book, Transcription, tabulation, Diagrammatic representation of data. Interpretation and analysis, Discussion; Report writing and Referencing; Applications and Limitations of Research in Social Work.

UNIT – V**12 Hours**

Social 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 and chi-square and Correlation; Meaning, types and uses: Karl Pearson's Coefficient of Correlation and Spearman's Rank Correlation. Computer applications: Special reference to Statistical Package for Social Science (SPSS).

Total Hours -60**REFERENCES**

1. Crabtree, B. F. and Miller, Doing Qualitative Research, New Delhi: W. L. (Eds.) 2000 Sage Publications.
2. Denzin, Norman, K. & Handbook of Qualitative Research (II ed.), Lincoln, Y. S. (Eds.) 2000 New Delhi: Sage Publications.
3. Field, Andy. 2000 Discovering Statistics Using SPSS for Windows: Advanced Techniques for Beginning, New Delhi: Sage Publications.
4. Foster, J. J. 1998 Data Analysis Using SPSS for Windows: A Beginner's Guide, New Delhi: Sage Publications.

5. Gahan, Celis and Doing Qualitative Research Using QSR, NUD, Hannibal, Mike. 1998IST, New Delhi: Sage Publications.
6. Gupta, S. P. 1984 Statistical Methods, New Delhi, Sultanchand and Sons. Diamons, I.2000 Scientists, New Delhi: Sage Publications.
7. Krishnaswamy, O. R. 1993 Methodology of Research in Social Sciences, Bombay, Himalaya Publishing House.
8. 19. Lal das, D. K. 2000 Practice of Social Research, Jaipur, Rawat Publications.
9. Padgett, Deborah, K. 1988 Qualitative Methods in Social Work Research, New Delhi: Sage Publications.
10. Ramchandran, P. 1990 Issues in Social Work Research in India, Bombay: Institute for Community Organisation Research.
11. Society for Participatory Participatory Research: An Introduction, Research in Asia, 1995 Participatory Research, Network Series, No.3, New Delhi: PRIA.
12. C R Kothari, Gaurav Garg 2019(4TH edition) Research Methodology: Methods and Techniques.
13. Wajlimanj, Nicholas, 2001: Your Research Project: Sage and Baiche, Bonmachu, New Delhi

SEMESTER -II					
Subject Code	Subject Title	Category			
		L	T	P	CREDITS
YSW203	SOCIAL POLICY AND WELFARE ADMINISTRATION	4	0	0	4

PREAMBLE

The course aims to develop management competencies to function in organizations, participate as a team member and understand the role of a Social Work programmes.

COURSE OBJECTIVES

- To gain knowledge nature, structure and development of social welfare organizations in corporate, public and voluntary sectors in the context of Social Work profession.
- To understand policies and procedures involved in establishing and maintaining human service organizations.
- To acquire skills to network and participate in the management of resources - human, material and environmental.
- To develop ability to analyze the practices applied in specific settings.

COURSE OUTCOME

The Student will be able to

CO1	Explain the sources and instrument of Social Policies and list the welfare programmes for weaker and vulnerable groups of the society	Understanding and Remembering
CO2	Define the Social Legislation as instrument of Social Change and Relate to prevent Social Problem	Remembering and Understanding
CO3	Demonstrate the functions of Social Work Administration	Understanding
CO4	Recall the administrative process and identify potential people to develop the welfare Institute	Understanding , Apply and Create
CO5	Interpret the Constitution and byelaws of the registered Social welfare organizations and build public relations for promotion of the organization.	Understand,Analyse and create

COURSE CONTENTS

UNIT I

12 Hours

Social Policy: Definitions, Need, Evolution and Constitutional base; Sources and Instrument of social policy, Welfare programmes for Women, Children, Youth, Aged, Destitute & differently abled (Institutional & Non-Institutional), Social Welfare Programmes for SCs &

STs., Integrated Child Development Services, Social security schemes of Central & State Governments.

UNIT II

12 Hours

Social Legislation: Definition, Social Legislation as an Instrument of social change. Legislation related to Social Problem; Laws related to Marriage, Divorce, Adoption, Minorities, Inheritance and Guardianship, RTI, RTE and PIL Acts

UNIT III

12 Hours

Social Work Administration. - Meaning and definition. Administration- Meaning, scope & principles. Organization, Management, Public Administration. Functions of Social Work administration. Social Welfare Administration in India- National level & State level Social Welfare Department- Functions and Programmes. Organizational structure, Programmes of Central Social Welfare Board.

UNIT IV

12 Hours

Administrative process in welfare institutions- Planning, Organizing, Directing, Staffing, Coordinating. Financial administration- Budgeting, Fund raising, Accounting, Auditing. Public relations & reports, maintenance of files, **Enhancing the involvement and the potential of people in organization's executive boards, committees; professionals and other staff-relationship, communication, teamwork, and facilitating team building, supervision, and participation in training.**

UNIT V

12 Hours

Non- Governmental organizations. Registration of Societies and Trusts., Constitution and byelaws. Societies Registration Act Factors motivating voluntary action. National & International voluntary agencies. Problems of voluntary organizations. Programme Development: Programme management: long term, short term, and Documentation. Public Relations: Public relations need and its promotion by all in the organisation. Representing the organization, networking, public, corporate and voluntary sector, resource building, accountability, transparency, use of media for publicity.

Total Hours 60

REFERENCES

1. Choudhari, D. Paul. 1983 Social Welfare Administration, Delhi: Atma Ram and Sons.
2. Garain, S. 1998 Organizational Effectiveness of NGOs, Jaipur: University Book House.
3. Garain, S. Towards a Measure of Perceived Organizational Effectiveness in Non-Government Organization, Mumbai: Indian Journal of Social Work, 54 (2), 251 -270.
4. Goel, S. L. and Jain, R. K. 1988 Social Welfare Administration: Theory and: Practice, Vol. I and II, New Delhi: Deep and Deep Publications.
5. Jackson, J. 1989 Evaluation for Voluntary Organizations. Delhi: Information and NewsNetwork.
6. Lauffer, A. 1977 Understanding Your Social Agency, London: Sage Publications.

SEMESTER -II					
Subject Code	Subject Title	Category			
		L	T	P	CREDITS
YSW204	CORPORATE SOCIAL RESPONSIBILITY	4	0	0	4

Course Objectives

- To equip individuals with knowledge and skills undertaking Corporate Social Responsibility.
- To develop competencies for effective field interventions, research and management of CSR interventions.
- To develop an insight into present CSR strategies of model business organization.
- To enable students with conceptual clarity on need, purpose and relevance of research applicability in CSR practice.

COURSE OUTCOME

CO1	Illustrate the concept and its Importance of CSR towards society	Cognitive	Understanding
CO2	Summarize the guidelines for CSR Reporting and Analyze the practices adopted by the companies with respect to CSR	Cognitive	Understanding Analyzing
CO3	Make the use of CSR towards stakeholders	Cognitive	Applying
CO4	Criticize the role of Social Worker, NGO's and HR Professional in implementing CSR towards Corporate, Civil and Public Governance.	Cognitive	Evaluating
CO5	Elaborate the recent trends in CSR and train the students to develop effective CSR strategy for community upliftment.	Cognitive	Creating Applying

COURSE CONTENTS

UNIT-I

12 Hours

Corporate Social Responsibility – Concept, importance of CSR, Carroll’s pyramid of CSR, methods and scope of CSR – History of CSR, Developmental Phases of CSR, Business Ethics & Corporate Social Responsibility, CSR in Emerging Economies of the world.

UNIT-II

12 Hours

Corporate Transitions and CSR-SEBI Guidelines for Corporate Social Responsibility Reporting, Provisions for CSR in Companies Act 2013: Definition, CSR Activities, CSR Committees, CSR Policy, CSR Expenditure, CSR Reporting, Display of CSR activities on its website. Understanding the thrust areas mentioned in schedule IV of the Companies Act 2013, Understanding the practices adopted by companies with respect to CSR Committees, activities and policy.

UNIT-III

12 Hours

CSR towards Stakeholders- Shareholders, Creditors and Financial Institutions, Government, Consumers, Employees and Workers, Local Community and Society, CSR and environmental Concerns -Designing CSR Policy- Factors influencing CSR Policy, Stake holders and Social Preferences: Customer, Employees, Communities, Investors.

UNIT- IV

12 Hours

CSR governance and CSR roles: Public Governance; Corporate Governance; and Civic Governance. Role of Government and NGOs in CSR, Role of NGO’s and International Agencies in CSR, Integrating CSR into Business, Role of HR Professionals in CSR, Role of Social workers in CSR, CSR Programmes in India and Abroad, Future of CSR.

UNIT – V

12 Hours

Recent trends in CSR; Transparency, Trust, community engagement, accessing new markets responsibly, initiatives to engage companies, standing Up for Social Injustices, Cross-Company Collaboration, Activism Spurs Results, Industries Leading on Key Issues, Companies Leverage Unique Assets for Disaster Relief, Solid and Liquid Waste Management, Smart villages, digital learning etc.,

References

1. Balachandran & Chandrasekaran, *Corporate Governance & Social Responsibility*, Prentice Hall, 2010.
2. Baxi C.V. and Prasad Ajit (2005): *Corporate Social Responsibility*, Excel Books.
3. Case study on Corporate Social Responsibility. – Vol. – I [ICFAI Business School CaseDevelopment Centre.] Vara Vasanthi ICFAI Books, Hyderabad.
4. Johnson, H.H. *Business in contemporary society-framework & issues*, Wadsworth Publishing Co Ltd
5. Madhumita Chatterji, *Corporate Social Responsibility*, Oxford University Press
6. Philip Kotler and Nancy Lee, *Corporate social responsibility: Doing the most good for company and your cause*, Wiley, 2005.
7. Sanjay K. Agarwal, *Corporate Social Responsibility in India*, SAGE Publications.
8. Subhabrata Bobby Banerjee, *Corporate social responsibility: the good, the bad and the ugly*, Edward Elgar Publishing, 2007.
9. Wempe J and Kaptain, M *The balanced company: A theory of corporate integrity*, Oxford University
10. William B Werther and David Chandler, *Strategic Corporate Social Responsibility: Stakeholders in a Global Environment*, Sage
11. Velasquez (2002) - *Business Ethics - Concepts and Cases*, Prentice Hall, 5th edition.

4. Curriculum and Syllabus of the Master of Social Work programme – After Revision

CURRICULUM FOR MSW - MASTER OF SOCIAL WORK

(TWO YEAR - FULL TIME) REGULATION – 2023

(Applicable to the students admitted from the academic year 2023-2024 onwards)

Semester	Category	Course Code	Title of the Course	L	T	P	H	C
I	Core	YSW101	Social Work Profession	4	0	0	4	4
	Core	YSW102	Social Case Work	4	0	0	4	4
	Core	YSW103	Social Group Work	4	0	0	4	4
	Core	YSW104	Field Work – I	0	0	4	8	4
	Elective-I	YSWE02	Society and Human Behavior	3	0	0	3	3
	AEC Soft Skill - I	YSW105	Communication for Social Work	2	0	0	2	2
	PCC - I	YSW106	Rural Camp	0	0	1	2	1
	Total			17	0	5	27	22
II	Core	YSW201	Community Organization and Social Action	4	0	0	4	4
	Core	YSW202	Social Work Research and Statistics	4	0	0	4	4
	Core	YSW203	Social Welfare Administration and Social Legislation	4	0	0	4	4
	Core	YSW204	Field Work – II	0	0	4	8	4
	Elective - II	YSWE04	Green Social Work	3	0	0	3	3
	SEC-I	YSW205	Foundation of Artificial Intelligence and Machine Learning for Social Work	1	0	2	3	1
	AEC Soft Skill - II	YSW206	Life Skills for Social Work	2	0	0	2	2
	Total			18	0	6	28	22

III	Core	YSW301A	CD	Rural Community Development	4	0	0	4	4
		YSW301B	HRM	Human Resource Management					
		YSW301C	M&P	Medical Social Work					
	Core	YSW302A	CD	Tribal Development in India	4	0	0	4	4
		YSW302B	HRM	Labour Legislations					
		YSW302C	M&P	Mental Health and Psychiatric Disorders					
	Core	YSW303	Field Work – III		0	0	4	8	4
	Elective - III	YSWE05	Disaster Management		3	0	0	3	3
	Elective - IV	YSWE07	Counselling in Social Work		3	0	0	3	3
	SEC - II	YSW304	Application of Data Analytics in Social Work		1	0	2	3	1
AEC Soft Skill - III	YSW305	Employability Skills for Social Workers		2	0	0	2	2	
Internship	YSW306	Summer Internship Training		0	0	2	4	2	
		Library/Mentoring		0	0	0	2	0	
	Total				17	0	8	33	23
IV	Core	YSW401A	CD	Urban Community Development	4	0	0	4	4
		YSW401B	HRM	Industrial Relations and Employee Welfare					
		YSW401C	M&P	Psychiatric Social Work					
	Core	YSW402A	CD	NGO Management	4	0	0	4	4
		YSW402B	HRM	Organizational Behaviour					
		YSW402C	M&P	Clinical Social Work					

	Core	YSW403A	CD	Social Work Practice in Project Management	4	0	0	4	4
		YSW403B	HRM	Strategic Human Resource Management					
		YSW403C	M&P	Therapeutic Intervention in Social Work					
	Core	YSW404	Field Work- IV		0	0	4	8	4
	Project with Viva-Voce	YSW405	Research Project		0	0	4	8	4
	Block Field Work	YSW406	Block Field Work Training		0	0	2	4	2
	PCC - II	YSW407	Study Tour		0	0	1	2	1
			Library/Mentoring		0	0	0	2	0
	Total				12	0	11	36	23

COURSECODE			YSW101	L	T	P	C
COURSE NAME			SOCIAL WORK PROFESSION	4	0	0	4
PREREQUISITE			Any Undergraduate course				
C	P	A		L	T	P	H
4	0	0		4	0	0	4
LEARNING OBJECTIVES							
<ul style="list-style-type: none"> To understand the evolution of Social Work and its emergence as a Profession. To enable the students to comprehend the significance of professional values, ethics in both micro and macro social work practice To develop an understanding of the role of Social Workers in various fields. To facilitate the students to understand the importance of Field Work in Social Work Education. To learn and apply the methods and approaches of Social Work practice in different settings 							
COURSE OUTCOMES				DOMAIN	LEVEL		
CO1	Illustrate the in-depth knowledge on the basic concepts and methods of Social Work.			Cognitive	Understanding		
CO2	Describe the historical background of Social Work in west and India			Cognitive	Remembering		
CO3	Explain to the student to be familiar with the Philosophies, Ethics, and Values of Social Work.			Cognitive	Analyzing		
CO4	Analyze the significance of Models in Social Work.			Cognitive	Remembering		
CO5	Categorize the implication of Social Work Education and Field Work.			Cognitive	Remembering		
CO6	Distinguish the Social Workers to apply the methods and techniques of Social Work in various settings.			Cognitive	Understanding Applying		
UNIT I - FUNDAMENTAL CONCEPTS OF SOCIAL WORK					10		
Social Work - Definition, Objectives, Philosophy and scope. Concept of related term : Social Service - Social Welfare - Social Security - Social Reform - Social Defense - Social Justice - Social Legislation and Social Education – Social Development – Social Transformation-Difference between Social service and Social Work. Introduction to the Methods of Social Work. (Activity : Contribution of Indian Social reformers to Social movements and Social Welfare)							
UNIT - II HISTORICAL DEVELOPMENT OF SOCIAL WORK					10		
Evolution of Social Work in the West (UK and USA). Social Work in India. Foundation of Social							

Work in India. Gandhian Thoughts of Social Work.				
UNIT – III PHILOSOPHIES AND ETHICS OF SOCIAL WORK			10	
Social Work as a Profession: Nature and characteristics of a profession - Social Work Values – Code of Ethics in Social Work practice - Social Work Principles. Models of Social work, Roles and Responsibilities of a Professional Social Worker.				
UNIT IV - DEVELOPMENT OF SOCIAL WORK EDUCATION			12	
Social Work Education in India - Focus, Nature and Content of Social Work Education. 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 SOCIAL WORK PRACTICE IN DIFFERENT SETTINGS			12	
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.				
UNIT – VI FIELD WORK PRACTICE AND SUPERVISION			6	
Field Work in Social Work Profession: Objectives, Need and Importance -Skills for Social Worker- Significance of Field Work Supervision.				
	HOURS	LECTURE	TUTORIAL	TOTAL
		60	0	60
TEXT BOOKS				
<ol style="list-style-type: none"> 1. Paul Chowdary, 2018 Social Work –Introduction to Social Work - History, Concept, Methods and Fields, Atma Ram & Sons, New Delhi. 2. Sanjay Bhattacharya, 2013. Social Work Interventions and Management. New Delhi: Deep and Deep Publications. 3. Sanjay Bhattacharya, 2018. Social Work an Integrated Approach, Deep and Deep Publications Pvt., Ltd., New Delhi. 				
REFERENCE BOOK				
<ol style="list-style-type: none"> 1. Stanley. S. Social Problems in India, AlliedPublishers,NewDelhi–2005. 2. Bogo, Marion. 2007. Social Work Practice – Concepts, Processes & Interviewing. Jaipur: Rawat Publications. 3. Cox, David & Manohar Pawar. 2006. International Social Work – Issues, Strategies and Programs. New Deli: Vistar Publications. 				

5. Narendra Mohan, 2017, Philosophy of Social Work, Centum Press, New Delhi
6. Sheldon, B., & Macdonald, G., 2010 A Textbook of Social Work, London: Rutledge.

E REFERENCES

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/>

COURSECODE			YSW102	L	T	P	C
COURSE NAME			SOCIAL CASE WORK	4	0	0	4
PREREQUISITE			Any Undergraduate course				
C	P	A		L	T	P	H
4	0	0		4	0	0	4
LEARNING OBJECTIVES							
<ul style="list-style-type: none"> To gain the knowledge of conceptual foundations of social Case Work To understand the basic concepts of casework as a primary method of social work To develop the skill to analyses problems of individuals and families and factors affecting them. To know the values, principles, tools and techniques of social case work To impart knowledge of the scope of using the social work methods in various settings 							
COURSE OUTCOMES				DOMAIN	LEVEL		
CO1	Illustrate the concept, methods and principles of social case work practice the knowledge about the different problems faced by Individuals			Cognitive	Understanding		
CO2	Apply social casework skills to assess and address client needs effectively in diverse practice settings.			Cognitive	Understanding		
CO3	Describe the different problems faced by Individuals and process of casework intervention with the client.			Cognitive	Remembering		
CO4	Explain the ability towards problem solving process, tools and techniques of case work.			Cognitive	Understanding		
CO5	Create the ability to critically analyse problems of individuals and factors affecting them.			Cognitive	Create Analyzing		
CO6	Apply the competencies and skills for Practice with different settings			Cognitive	Applying		
UNIT I - SOCIAL CASEWORK AS A METHOD OF SOCIAL WORK						10	
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 and Values of Case Work. Skills in social case work. Case Worker – Client relationship and the use of Professional Self, Problems in professional relationship.							
UNIT - II TOOLS AND TECHNIQUES IN CASE WORK						10	
Tools and techniques in casework: observation, listening, interview, collateral contacts, home visits,							

rapport building, referrals, Psychological test, 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 CASE WORK COMPONENTS AND PROCESS	10
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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 - THEORETICAL APPROACHES TO CASE WORK / MODELS OF CASE WORK PRACTICE	10
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Psychosocial model, Functional model, Life model, Problem solving model, Crisis intervention, Eclectic approach, Family centered approach, Behaviour Modification, transactional analysis and holistic approach, and eco-system perspective in social casework. Psychotherapy, Counselling and Social Case Work- similarities and differences;

UNIT – V SOCIAL CASE WORK APPLICATION / PRACTICE IN DIFFERENT SETTINGS	12
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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, Rehabilitation centres, Delinquency, LGBT 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.

UNIT – VI EMERGING TRENDS IN SOCIAL WORK WITH INDIVIDUALS	8
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Short Term Case Work, Preventive Case Work intervention, multiple interviewing, psychotherapy, similarities and difference between case work, counselling and psychotherapy.

HOURS	LECTURE	TUTORIAL	TOTAL
	60	0	60

TEXT BOOKS

1. 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.
2. Johnson, L. C. & Yanaca S. J. (2015). Social Work Practice: A generalist approach, Pearson.
 3. Hamilton, G., 2013_ Theory and Practice of Social Case Work, Rawat Publications, India.
 4. Perlman, H.H., 2011, Social Case Work-A Problem Solving Process, Rawat Publications
- Sanjay Bhattacharya, 2008, 'Social Work intervention and management', Deep & Deep publication (p) Ltd

REFERENCE BOOK

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., Beena Misra, 2004, Social Work Profession in India, New Royal book Com. Lacknow
4. Upadhyay.R.K, 2010; Social Case Work: Therapeutic Approach, Sage Publications

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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>

COURSECODE			YSW103	L	T	P	C
COURSE NAME			SOCIAL GROUP WORK	4	0	0	4
PREREQUISITE			Any Undergraduate course				
C	P	A		L	T	P	H
4	0	0		4	0	0	4
LEARNING OBJECTIVES							
<ul style="list-style-type: none"> To understand group work as a method of social work and to understand concept, values, principles of Social Group Work To acquire skills and techniques required for group worker To develop the ability to critically analyse problems of groups and provide suitable intervention. To apply the models of Social Group Work in different settings. To identify the settings and fields for the practice of Social Group Work method 							
COURSE OUTCOMES				DOMAIN	LEVEL		
CO1	Demonstrate the concept of Social Group Work practice in the field of Social Work.			Cognitive	Understanding		
CO2	Create and construct different types of social groups in the community and develop the group process in different stages.			Cognitive	Creating Understanding		
CO3	Plan the group activity for the intervention of Group work Process			Cognitive	Remembering		
CO4	Apply the approaches and theory of group work practice in order to solve the problems of groups			Cognitive	Applying		
CO5	Evaluate the working relationship with the groups in different settings and record the glimpses.			Cognitive	Evaluating		
CO6	Demonstrate the process of group experience and professional development			Cognitive	Remembering		
UNIT I - INTRODUCTION TO SOCIAL GROUP WORK					10		
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 GROUP DYNAMICS AND GROUP FUNCTIONING					10		

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

UNIT – III GROUP FORMATION AND GROUP WORK PROCESS	10
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Group Formation Phases: Forming- Storming, Norming, Performing, Adjourning. Group Work Process: Phases of Social Group Work Process, Intake, Study, Analysis and Assessment, Negotiating, Contracts, Treatment, Evaluation, Termination, Stabilization of change effort.

UNIT IV - TYPES AND MODELS OF GROUP WORK	10
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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 PROGRAMME PLANNING AND LABORATORY	10
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Meaning and Definition of Programme, Principles and Process of Programme Planning - Programme Laboratory: Values and Techniques (Games, Singing, Dancing, Dramatics, Street play, Puppetry, Group Discussions, Excursion, Psychodrama, Socio drama, Role play, and Brain Storming).

UNIT – VI APPLICATION OF SOCIAL GROUP WORK	10
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Application of Social Group Work in School Settings, Child care Settings, Women welfare, Family Welfare Settings, Special Schools, Elderly care homes, Community Settings, Health Settings, Correctional Settings and Industrial Settings.

HOURS	LECTURE	TUTORIAL	TOTAL
	60	0	60

TEXT BOOKS

- Allan Brown, 2005; GroupWork: Thirdedition, Rawat Book Sellers, Jaipur
1. Dave Capuzzi, Douglas R.Gross, Mark D. Stauffer (2010) Introduction to Group Work, New Delhi, Rawat Publication.
 2. David, C., Douglas, R.G. & Mark, D.S. (2010) Introduction to Group Work, New Delhi, Rawat Publication
 3. Gravin, Charles. D. Lorriae& M. Gulier. (2007). A Hand Book of Social Work with Groups .New Delhi: Rawat Publications.

REFERENCE BOOK

1. Bradler, S and Roman C.P (2016) Group work Skills and strategies for effective Interventions New York: The Howorth Press.

2. Siddiqy, H Y (2008), Group Work: Theories and Practices, Rawat Publications.
3. Trecker, Harleigh B (2020) Social Group Work: Principles and Practice, New Delhi, Pranava Books.

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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>

COURSECODE	YSWE02			L	T	P	C
COURSE NAME	SOCIETY AND HUMAN BEHAVIOUR			3	0	0	3
PREREQUISITE	Any Undergraduate course						
C	P	A		L	T	P	H
3	0	0		3	0	0	3

LEARNING OBJECTIVES

- To understand basic social concepts in the context of changing social phenomenon
- To apply the concepts of Sociology in Social Work practice.
- To understand the basic concepts in Psychology and Understanding Human Behaviour
- To understand the realm of Social issues and its Socio- economic linkages and its link with human behaviour
- To analyse various dimensions of Social Problems and Sociological response to it
- To acquire social work knowledge and competencies

COURSE OUTCOMES		DOMAIN	LEVEL
CO1	To be aware of the concepts related to Sociology and Social Work	Cognitive	Remembering
CO2	To Understand various patterns of Social Interaction, social processes and its dimensions	Cognitive	Remembering
CO3	To Understand the basic concepts in Psychology and Human Behaviour	Cognitive	Analyzing
CO4	To Understand Social Stratification and the impact of changing Societies	Cognitive	Remembering
CO5	To Understand various social issues and existing agencies of Social control.	Cognitive	Remembering
CO6	To apply social work competencies to resolve Social problems	Cognitive	Understanding

UNIT – I INTRODUCTION TO SOCIOLOGY AND SOCIAL WORK

9

Introduction to Sociology and Social Work -Definition of Sociology, basic concepts- Society, Community Institution, Association -Meaning and Characteristics. Culture- Definition, characteristics and Cultural lag, Role of Culture in Society, Folk ways &Mores. Relationship between Social Work and Sociology and its Significance, Socialization- Meaning, theories of C.H. Cooley and G.H. Mead, Agencies of Socialization. Status and Role- Types & features.

UNIT – II SOCIAL INTERACTION AND SOCIAL PROCESS		6	
Social Interaction and Social process - Associative and Dissociative Process-types- Conflict, Competition, Accommodation, Assimilation - Characteristics, Similarities and Differences			
UNIT – III BASIC CONCEPTS OF HUMAN BEHAVIOUR		9	
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 - Behaviour- Definition –Biological basis of Behaviour, Structure and Functions of the Nervous system, States of Mind-consciousness, hallucinations. Theories of Human Development, Developmental milestones.			
UNIT – IV SOCIAL INSTITUTIONS		6	
Social Institutions - Marriage, Family, Kinship, Religion, Education, Economic system and Judiciary- Characteristics and Significance.			
UNIT – V SOCIAL STRATIFICATION		8	
Social Stratification - Features, Caste, Class & Race- Changing trends, Power structure, Social Mobility, Modernization, Globalization, Sanskritization Social Change -Nature, characteristics factors and theories related to Social Change			
UNIT – VI SOCIAL CONTROL		7	
Social Control-Agencies of Social Control, Conformity & Deviance 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			
HOURS		LECTURE	TUTORIAL
		45	0
		TOTAL	
		45	
TEXT BOOKS			
<ol style="list-style-type: none"> 1. Elgin, F.H.& David, C. (2017), Social Science- An Introduction to the Study of Society. (13thed.). Newyork: Pearson 2. Francis, Abraham, M. (2006). Contemporary Sociology. Oxford Oxfordshire: Oxford University Press 3. Madan, G.R. (2002). Indian Social Problems, Mumbai: Allied Publishers Pvt. 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

REFERENCE BOOK

1. Haralambos. (2014). *Sociology: Themes and perspectives*. Harper Collins; Eight edition
2. Ram Ahuja (2014) *Social Problems in India*, Third Edition, Rawat Publications
3. Hutchison, E. (2007). *Dimensions of Human Behavior: Person and Environment*. Thousand Oaks: Sage Publications, Inc
4. Rajendra K Sharma (2007), *Social change and Social Control*, New Delhi, Atlantic Publishers.
5. Zastrow, C. & K. (2010). *Understanding Human Behavior and the Social Environment*. Chicago: Nelson-Hall.

E REFERENCES

1. www.egyankosh.ac.in/handle/123456789/43
2. <https://www.epw.in>
3. <https://onlinelibrary.wiley.com>
4. <https://www.frontiersin.org>

COURSECODE			YSW105	L	T	P	C
COURSE NAME			COMMUNICATION FOR SOCIAL WORK	2	0	0	2
PREREQUISITE			Any Undergraduate course				
C	P	A		L	T	P	H
2	0	0		2	0	0	2

LEARNING OBJECTIVES

- To understand the nuances of communicating with the clientele systems
- To learn the skills and strategies of group discussion
- To enhance the skills required for attending interviews
- To develop a perspective of different types of professional writing
- To acquire the required non-verbal communication skills

COURSE OUTCOMES		DOMAIN	LEVEL
CO1	To identify the significance of public speaking	Cognitive	Remembering
CO2	To demonstrate the skills of group discussion	Cognitive	Remembering
CO3	To apply the knowledge and skills of facing interviews	Cognitive	Analyzing
CO4	To analyze and develop writing skills required for social work practice	Cognitive	Remembering
CO5	To evaluate the impact of body language on communication	Cognitive	Remembering
CO6	To develop the communication skills as a whole	Cognitive	Understanding
UNIT – I PUBLIC SPEAKING			5
Power of public speaking; Developing Confidence; Planning; Preparation; Successful and effective delivery of Speech			
UNIT – II GROUP DISCUSSION			5
What is a group discussion; Why are group discussions held? Preparation for group discussions; Skills for effective preparation; Traits tested in a group discussion; Initiating the group discussion; Non-verbal communication in group discussion; Types of group discussions			
UNIT – III INTERVIEWS			5

Interviews in the 21st century; Developing an Interview strategy; Taking care of details; Practicing for interviews; During the interview; Stress Interviews; Traditional interviews

UNIT – IV WRITING SKILLS

5

Basics of writing; Writing paragraphs; Writing letter and e-mails; Writing research articles; Report writing; Writing a CV

UNIT – V NON-VERBAL COMMUNICATION

5

What is Body Language? Types of Non-verbal Communication – Facial expression, Body movement & posture, Gestures, Eye contact, Touch, Space, Voice; Evaluating non-verbal signals

UNIT – VI EFFECTIVE COMMUNICATION SKILLS FOR SOCIAL WORKERS

5

Acceptance - Active listening - Attention giving- Challenging - Confronting- Genuineness - Goal setting – Immediacy - linking ideas – Listening – Paraphrasing - Problem-solving - Appropriate prompts - Questioning and exploring - Reflecting back – Summarizing - Use of empathy - Working on defenses.

HOURS	LECTURE	TUTORIAL	TOTAL
	45	0	30

TEXT BOOKS

1. Sanghita Sen, Alanrita Mahenda, Priyadarshini Patnaik (2015). Communication and Language Skills, Cambridge University Press
2. Sabina Pillai (2018). Spoken English for My World, Oxford University Press
3. Geetha Rajeevan (2012). Write Rightly, Foundation Books
4. Steve Hart, Aravind R Nair, Veena Bambhani (2016). EMBARK, Cambridge University Press
5. Wren & Martin (2020), High School English Grammar, Blackie

REFERENCE BOOK

1. Dasarda, Sheetal. (2015). Master the Group Discussion & Personal Interview. Chennai: Notion Press.
2. Lees, John. (2017). Knockout Interview. UK: OPU
3. Lundlow, Ron and Fergus Panton. 1995. Effective communication. New Delhi: Prentice- Hall of India Private Ltd.
4. Mathur, Dinesh. (2018). Mastering Interviews and Group discussion. Chennai: CBS

Publishers

William, Phil. (2018). Advanced Writing skills for students of English. Romain publishing

E REFERENCES and Equivalent Course

1. <https://www.inc.com/deborah-grayson-riegel/how-to-use-notes-when-public-speaking-without-losing-your-audience.html>
- 2 <https://www.coursera.org/articles/public-speaking>
- 3 <https://www.simplilearn.com/group-discussion-tips-article>
4. <https://www.helpguide.org/articles/relationships-communication/nonverbal-communication>
- 5 https://owl.purdue.edu/owl/job_search_writing/resumes_and_vitas/writing_the_cv.html

COURSECODE			YSW104	L	T	P	C
COURSE NAME			Field Work - I	0	0	4	4
PREREQUISITE			Any Undergraduate course				
C	P	A		L	T	P	H
2	0	0		0	0	8	8

LEARNING OBJECTIVES

- To Understand different fields/settings of Social Work practice
- To Understand basic skills required to practice Social Work
- To learn to apply classroom theories in the field
- To demonstrate Competencies to face challenging tasks in the field from a social work perspective
- To identify the challenges of Individuals, groups and communities from a Macro and Meso perspective

COURSE OUTCOMES		DOMAIN	LEVEL
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	Cognitive	Understanding
CO2	To understand the application of different skills related to case work, Group work and other methods of Social Work	Cognitive	Understanding
CO3	To realize one's development of self and conduct oneself professionally in the field	Cognitive	Analyzing
CO4	To apply and practice skills acquired in the process of learning in handling various types of clientele	Cognitive	Applying
CO5	To assess the concept of field learning and learn about working in different settings	Cognitive	Evaluating
CO6	To apply social work competencies to resolve Social problems	Cognitive	Applying

Unit - I	10
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	10
Various Methods of Social Work – Skills required in the practice of Case work, Group	
UNIT – III	10
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	10
Services provided by the agency to the beneficiaries- Follow up and termination of services, adherence to professional ethics ,Documentation and Report presentation	
Unit - V	10
Legislations applicable to the Organization, Legislations for women and children	
UNIT – VI	10
Application of Various methods of Social Work	

COURSECODE			YSW106	L	T	P	C
COURSE NAME			Rural Camp	0	0	2	2
PREREQUISITE			Any Undergraduate course				
C	P	A		L	T	P	H
2	0	0		0	0	4	4

LEARNING OBJECTIVES

- To understand the socio-economic and cultural conditions of rural life and work collaboratively as a team with a positive approach.
- 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.
- To 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.
- To develop suitable skills in processes like decision-making, planning, Organising, and executing plans of action, coordinating, recording and report writing.
- To utilize street theatre and other types of traditional art forms to create awareness on social issues

COURSE OUTCOMES		DOMAIN	LEVEL
CO1	To understand the key features of rural life and its realities	Cognitive	Understanding
CO2	To illustrate skills for group living and interpret its dynamics	Cognitive	Understanding
CO3	To demonstrate skills for organizing, planning, execution of tasks, identifying and mobilizing resources.	Cognitive	Analyzing
CO4	To be sensitive to the socio-political and cultural implications in rural life, more specifically among the marginalized and vulnerable groups	Cognitive	Applying

CO5	To design and Create contextual programmes to address rural concerns affecting the locality.	Cognitive	Evaluating
CO6	To develop Professional Skills and utilised it in the field	Cognitive	Applying
Unit - I			5
Pre-Camp and Form Committees			
Unit - II			5
Pilot Visits & Finalization of Camp Site			
UNIT – III			5
Finalization of Camp Theme& Camp Schedule			
Unit - IV			5
On-CampPhase			
Unit - V			5
Execution Phase			
UNIT – VI			5
Post Camp Phase			

COURSECODE			YSW201	L	T	P	C
COURSE NAME			COMMUNITY ORGANIZATION AND SOCIAL ACTION	4	0	0	4
PREREQUISITE							
C	P	A		L	T	P	H
4	0	0		4	0	0	4

LEARNING OBJECTIVES

- To understand the use and practice of community organization in various fields of social work
- To understand various phases and models of Community Organization
- To learn to apply Community Organization and Social Action as Methods of Social work.
- To apply the models of Community
- To develop skills and attitudes for participatory Community work and Social Action.

COURSE OUTCOMES		DOMAIN	LEVEL
CO1	To be aware of the concepts related to Community Organization	Cognitive	Remembering
CO2	To apply community Organization as a method of Social work in various settings.	Cognitive	Remembering
CO3	To understand and apply various Models of Community Organization	Cognitive	Analyzing
CO4	CO4: To understand the role of social work in Social Action and Social Reform for Social Development.	Cognitive	Remembering
CO5	CO5: To critically analyze Social Movements from various dimensions.	Cognitive	Remembering
CO6	CO6: To apply Social Action as a method of Social Work.	Cognitive	Understanding

UNIT – I Community Organization:

12 hours

Community Organization: Concept, Definition, History, Objectives, Characteristic: Community Power Structure, Philosophy, Approaches, Community Chest, 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 Organization - Community Relationship, Study, Analysis, Assessment, Discussion, Organization, Action, Evaluation, Modification and continuation. Community organization in emergencies (Fire, Flood, Famine, Drought, Earthquake, Tsunami, and War)				
UNIT – II : Application of Community Organization Practice in Various Settings:			10 hours	
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 organization as a social work process; Role and Skills of Community Organizer; Differentiating Community Organization and Community Development.				
UNIT – III Models of Community Organization :			10 hours	
Models of Community Organization -Jack Rothman's 3 Models: Locality Development, Social Planning and Social Action; Mary Weil's Eight models; and Neighborhood development model-System change Model-Structural change model.				
UNIT – IV On-Camp Phase			10 hours	
Social Action- As a method of Social Work: Social Work and Social Action: Concept, Objectives, Principles of Legitimization, Credibility building, Multiple strategies, Dramatization. Social Action in relation to Case work, Group Work, Social Work Research, Community Organization and Social Welfare Administration, Methods and Means of Social Action -Research, Propaganda, Use of Mass media. Scope of Social Action in India.				
UNIT – V Social Problems and Social Action:			10 hours	
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. Case Studies: Some cases of real business world to supplement learning from the course.				
UNIT VI – Social Movements.			8 Hours	
Approaches to Social Action- Freire, Gandhi (Sarvodaya), Alinsky, Radical social work; Rights based approach. Strategies for Social Action from various Social Movements. Indian Social Movements - Bhoodan, Satyagraha Gramdan, Narmada Bachao Andolan–The Singur Issue, Bodo and Gurkhaland Issues, Anna Hazare and the Aam Admi Movement.				
HOURS		LECTURE	TUTORIAL	TOTAL
60		0	0	60

COURSECODE			YSW202	L	T	P	C
COURSE NAME			SOCIAL WORK RESEARCH AND STATISTICS	4	0	0	4
PREREQUISITE							
C	P	A		L	T	P	H
3	0	0		4	0	0	4

LEARNING OBJECTIVES

- This course will deal with research problems, construction of hypotheses, testing, research designs, sampling concepts, etc.
- The probability and non-probability methods are used to help a researcher make conclusions or arrive at decisions at a larger group.
- This course will help in learning the types of social work research that are commonly used.
- This course is the process that throws light on the research works during data collection, and codification and interpretation of the data.
- This explains and interprets a variety of hypotheses to aid the decision making process in a research context.

COURSE OUTCOMES		DOMAIN	LEVEL
CO1	To aware an in-depth knowledge on Social Work Research.	Cognitive	Remembering
CO2	To understand the clarity on the research methods and processes.	Cognitive	Remembering
CO3	To articulate the student to Identify and Formulate the Research problem and Literature review and usage of Methodology.	Cognitive	Analyzing
CO4	To analyze and apply Statistics applications and Software packages, make data entry and interpret the results.	Cognitive	Remembering
CO5	To evaluate implications of Research in various settings of Social Work.	Cognitive	Remembering
CO6	To develop and execute the Research Projects in Social Work.	Cognitive	Understanding

UNIT – I Introduction to Social Work Research :

10 hours

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.				
UNIT – II : Basic Elements of Scientific method :			10hours	
Basic Elements of Scientific method: Concept, Variable, Facts and Theory. Cause-Effect relationship and relevance to Social Work Research. Identification and Formulation of Research Problems, Construction of Hypothesis and testing, Research Designs.				
UNIT – III Research Methodology:			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.				
UNIT – IV Statistics :			10 hours	
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 - Measures of dispersion: Range, Quartile deviation, Standard deviation - Test of significance: t-test, Analysis of Variance (ANOVA), Chi-Square test – Correlation.				
UNIT – V Computer Applications in Social Research:			10 hours	
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.)				
UNIT VI – Preparation of Research Proposal:			8 hours	
Preparation of Research Proposal - Financial, Time and Personnel Budgeting; Data processing: Coding Scheme. Code Book, Transcription, tabulation; Diagrammatic Representation of Data : Types. Report Writing, Referencing and Bibliography - styles – APA and MLA, Agencies involved; Ethical considerations and Limitations of Social Work Research.				
	HOURS	LECTURE	TUTORIAL	TOTAL
		60	0	60
TEXT BOOKS				
1. Alston M, Bowles W,2012, Research for Social Workers, An Introduction to methods,3 rd Edition, Australian Publications, Australia.				

2. AdamsJ, Khan, RobertandDavid, 2007, Research methods for Graduate Business and Social Science Students, SAGE Publications, New Delhi.
3. ChakrabortyD, 2009, ResearchMethodology, Saurabh Publishing, NewDelhi.
4. ChandraS, SharmaKr.M, 2013, ResearchMethodology, Narosa Publications, New Delhi.
5. Kothari CR, 2023, Research Methodology Methods and Techniques, New Age International, New Delhi, 5th edition.

REFERENCE BOOK

1. Andy Field, 2017, Discovering Statistics Using IBM SPSS Statistics 5th Edition, Sage Publication
2. Ahuja R, 2010, Research Methods, Rawat Publications, Jaipur.
3. Anderson, D. R. (2014). Statistics for learners of Economics and Business. Boston: Cengage Learning.
4. Babbie E, 2013, The Practice of Social Research,13th Edition Cengage Learning, USA.
5. Dawson C, 2010, Introduction to Research Methods, A practical guide for any one undertaking Research Project, Viva Books, New Delhi.
6. Gupta,S.P.,&Gupta,A.(2014).BusinessStatistics:StatisticalMethods.NewDelhi:S.ChandPublishing.

E REFERENCES and Equivalent Course

1. www.campbellcollaboration.org
2. www.cochrane.org
3. www.rip.org.uk
4. <https://abhath@usf.edu>

COURSECODE			YSW203			L	T	P	C
COURSE NAME			SOCIAL WELFARE ADMINISTRATION AND SOCIAL LEGISLATIONS			4	0	0	4
PREREQUISITE						L	T	P	H
C	P	A				L	T	P	H
3	0	0				4	0	0	4
LEARNING OBJECTIVES									
<ul style="list-style-type: none"> To understand the basic concepts of social welfare administration. To make aware of the registration of NGOS To acquire knowledge about social work agencies To describe social policy, planning and programmes To know the social legislation. 									
COURSE OUTCOMES						DOMAIN			
CO1	Acquire knowledge about social welfare administration and structure of social welfare administration in India.					Cognitive	Remembering		
CO2	Acquire application knowledge of the basic process of registering, managing and administrating Welfare Agencies in the context of social work profession					Cognitive	Remembering		
CO3	Describe the structure of social welfare administration in India and social welfare programmes and policies.					Cognitive	Analyzing		
CO4	Describe the understanding of the nature of social policy, planning and development in India					Cognitive	Remembering		
CO5	Critical analysis social legislation enforcement and challenges					Cognitive	Remembering		
CO6	To enhance the knowledge on the government department and NGOs function for development of the people					Cognitive	Understanding		
UNIT – I Social Welfare Administration:								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 : Social Welfare Agencies:								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 – III Social Welfare Schemes :

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 Social Planning and Social Development:

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 Social Legislation:

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.

UNIT VI – Legislations related to Social Problems

9 Hours

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 social issues to supplement learning from the course.

HOURS	LECTURE	TUTORIAL	TOTAL
	45	0	45

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. Sachdeva, D.R. Social welfare administration in India (2018) Kitab Mahal; Standard Edition , ISBN-13 : 978-8122500851
3. Sanjay Bhattacharya (2006) Social Work Administration and Development Rawat Publication, ISBN-13 : 978-8170339267

4. Shunmugavelayutham K Social Legislations and Social Change, Valga Valamudan pub, Chennai..

REFERENCE BOOK

1. Gangrade, K.D (2011) Social legislation in India Vol.I&II, New Delhi: Concept publishing Company
2. Goel. S L & R K Jain (2000) Social Welfare Administration (Vol. I & II); Deep & Deep Publications
3. Jagadeesan.P.(1990) Marriage and Social legislations in Tamil Nadu, Elachiapen Pub, Chennai.

E - REFERENCES and Equivalent Course

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/s>
5. <https://main.mohfw.gov.in/>

COURSECODE	YSWE04			L	T	P	C
COURSE NAME	GREEN SOCIAL WORK			3	0	0	3
PREREQUISITE							
C	P	A	L	T	P	H	
3	0	0	3	0	0	3	

LEARNING OBJECTIVES

- To understand the concepts of Green Social Work, Ecology, Environment, and Energy resources.
- To analyse the impact of Globalisation, Industrialization, and Urbanization
- To enhance the knowledge on various issues on the environment
- To enable the professional social workers to understand the roles and responsibilities to protect the Environment.
- To gain knowledge about Environment and Management.

COURSE OUTCOMES		DOMAIN	
CO1	To be aware of the concepts of Ecology, Environment and Green Social Work	Cognitive	Remembering
CO2	To understand the causes of environmental issues and its adverse effects.	Cognitive	Understanding
CO3	To apply the appropriate measures to control and reduce the issues.	Cognitive	Applying
CO4	To analyse the Environmental management systems and justice.	Cognitive	Analysing
CO5	To implement the roles and responsibilities to preserve and protect our environment	Cognitive	Remembering
CO6	To deal with environmental issues and apply suitable interventions	Cognitive	Understanding

UNIT – I Basic Concepts:

8 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 : Development and its adverse effects on Environment:

7 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 – III Environmental Issues and Control measures:

8 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 Environment Action and Management:

7 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 Role of Social Worker in Environment Protection and Preservation:

8 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.

UNIT VI – Promotion Environment Movements

7 Hours

The Chipko Movement, Narmada Bachao Andolan, Silent Valley Movement.

HOURS	LECTURE	TUTORIAL	TOTAL
	45	0	45

TEXT BOOKS

1. Susila Appadurai. 2004. Environmental Studies. New Century Book House Publishers. Chennai.
2. Alka Verma (2015) Green Social Work Environmental Protection, Pentagon Press.
3. Aravind Kumar. 2008. Environmental Resource Management. Daya Publishers. New Delhi:
4. Barrow CJ (2006) Environmental Management for Sustainable Development, Routledge Taylor & Francis Group

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

E REFERENCES and Equivalent Course

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/>

Course Code			YSW205 Foundations of Artificial Intelligence and Machine Learning for Social Work	L	T	SS	C	
				1	0	0	1	
C	P	A		L	T	P	H	
1	2			1	0	2	3	
COURSE OUTCOMES				DOMAIN		LEVEL		
CO1	<i>Understand</i> the nature and types of data			Cognitive		Knowledge Comprehension		
CO2	<i>Build</i> Data collection strategy using scraping			Cognitive Psychomotor		Understand Perception		
CO3	<i>Build</i> Statistical Models using Knime and Jasp			Cognitive Psychomotor		Application Evaluation		
CO4	<i>Design Hypothesis and perform Hypothesis testing</i>			Cognitive Psychomotor		Application Synthesis Evaluation		
CO5	<i>Develop Estimation tools to model Uncertainty</i>			Psychomotor Affective		Comprehension Application Evaluation		
UNIT I		Introduction to AI and Ethical Considerations					3+6	
Introduction : Introduction to artificial intelligence (AI) – Definitions - History, - Current trends - AI relevance to social work practice - Understanding the impact of AI on social work - ethics and values - Ethical considerations - challenges related to AI in social work - Privacy concerns and data handling in AI								
UNIT II		AI Concepts and Terminology					3+6	
Introduction to Machine Learning (ML)- machine learning: Definitions, types, and applications - Supervised, unsupervised, and reinforcement learning - Supervised vs. unsupervised learning - ML concepts and terminology: algorithms, models, training, and inference - ML algorithms: Regression, classification, clustering - Evaluation metrics for ML models - Ethical considerations and challenges in using ML in social work -Applications of machine learning in the field of social work - Data analytics								
UNIT III		Data Preparation and Feature Engineering					3+6	
Data preprocessing - cleaning- Feature selection and extraction techniques- Handling missing values and outliers- Using AI for needs assessment, program evaluation, and resource allocation- Enhancing decision-making through AI-generated insights and Recommendations-Hands-on activities using AI								

tools for data analysis and visualization

Integration of AI technologies into social work practice workflows

UNIT IV	Technologies and Addressing Ethical Challenges	3+6
Ensuring fairness, inclusivity, and cultural competence in AI implementation Addressing biases and transparency in AI algorithms- Linear regression- Logistic regression - Decision trees- Introduction to ensemble methods- Strategies for responsible and accountable AI decision-making		

UNIT V	Future Directions and Opportunities	3+6
Case studies showcasing AI implementation in various social work domains- Predictive analytics for needs assessment and intervention planning- Evaluating program effectiveness using AI techniques		

LECTURE	TUTORIAL	PRACTICAL	SELF STUDY	TOTAL
15	0	30	0	45

REFERENCES

1. Stuart Russell and Peter Norvig- "Artificial Intelligence: A Modern Approach" by
2. Kevin P. Murphy- "Machine Learning: A Probabilistic Perspective"
3. Vincent C. Müller and Shannon Vallor - "Ethics of Artificial Intelligence and Robotics"
4. Andrew Ng - "Machine Learning Yearning" (available online book)

E-REFERENCES

1. Andrew Ng - Machine Learning Yearning
<https://www.deeplearning.ai/machine-learning-yearning/>

COURSECODE			YSW206	L	T	P	C
COURSE NAME			LIFE SKILLS FOR SOCIAL WORK	2	0	0	2
PREREQUISITE							
C	P	A		L	T	P	H
6	0	0		2	0	0	2

LEARNING OBJECTIVES

- To learn about Life skills and Self.
- To understand the importance of communication & interpersonal relationships.
- To equip the student with higher order thinking.
- To help the students to handle emotions.
- To make the students face the challenges.

COURSE OUTCOMES		DOMAIN	
CO1	To understand their strengths and weaknesses.	Cognitive	Remembering
CO2	To be a socially competent person.	Cognitive	Remembering
CO3	To apply life skills to handle situation effectively	Cognitive	Analyzing
CO4	To set Goals and achieve them successfully	Cognitive	Remembering
CO5	To accomplish Self Competency and Confidence	Cognitive	Remembering
CO6	To identify, analyses and health the situations using core life skills	Cognitive	Understanding

UNIT – I Life skills

5 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 : Communication and Interpersonal Skills:

5 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 – III Creative and Critical Thinking:

5 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 Coping skills:			5 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 Problem Solving and Decision Making:			5 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.				
UNIT VI – Group activity			5 Hours	
Life skills; Communication and Interpersonal Skills: Creative and Critical Thinking: Coping skills: Problem Solving and Decision Making: GROUP ACTIVITY				
	HOURS	LECTURE	TUTORIAL	TOTAL
		30	0	30
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 Pvt. Ltd.				
5. Shalini Verma (2014); “Development of Life Skills and Professional Practice”; First Edition; Sultan Chand (G/L) & Company				
REFERENCE BOOK				
1. Gowra Mahajan, 2022, Life Skill Education, Shipra Publishers				
2. Erin Murphy-Graham, Joan DeJaeghere, 2021, Life Skills Education for Youth, Critical Perspectives, Springer International Publishing				
3. Joan De Jaeghere, Erin Murphy-Graham, 2021, Life Skills Education for Youth: Critical Perspectives				
4. Larry James (2016); “The First Book of Life Skills”; First Edition; Embassy Books.				

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

E - REFERENCES and Equivalent Course

1. 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>

COURSECODE			YSW301A	L	T	P	C
COURSE NAME			RURAL COMMUNITY DEVELOPMENT	4	0	0	4
PREREQUISITE							
C	P	A	L	T	P	H	
4	0	0	4	0	0	4	

LEARNING OBJECTIVES

- The students can understand the issues prevailing in rural areas
- The students will be able to invent solutions for better rural development.
- To understand the rural development and panchayat Raj of both State and central
- The rural development programme makes students understand rural folk's socio-economic conditions.
- To gain competencies needed for rural community development social workers

COURSE OUTCOMES		DOMAIN	
CO1	Recall the definitions of rural areas, rural economy, and rural development, and understand the general issues of rural development and how various strategies address these challenges.	Cognitive	Remembering Understanding
CO2	Analyze the concepts of social, political, and economic structures to understand their interrelationships and impacts on society.	Cognitive	Analyzing Understanding
CO3	Explain the structure and functions of Panchayat Raj Institutions to understand their role in rural local self-governance and their impact on the planning and development of rural areas	Cognitive	Remembering Understanding
CO4	Evaluate the effectiveness and impact of government, non-government, and social workers' roles in promoting rural development.	Cognitive	Evaluating
CO5	Understand various rural development interventions and create an appropriate strategy for addressing	Cognitive	Understanding Creating

	specific rural development challenges.		
CO6	To apply the various application of social work methods in solving rural problems.	Cognitive	Applying
UNIT – I Rural economic structure:			12 hours
Rural economic structure: Principles of Rural Economic Development, Planning the Rural Development. Agriculture, Nature, Type of Agriculture, Subsistence, Commercial Agriculture, Rural Horticulture, Dairying. Land use – Land Holding, Land Reforms Marginal Lands. Poverty, BPL families, Agricultural laborers and Social Security. Agricultural Finance – Need for Agricultural Finance, Sources of Agricultural Finance Kisan Credit card, the role of NABARD in Rural Development. Agricultural Marketing – Marketing of Agricultural Produce, Cooperative Marketing.			
UNIT – II: Rural Society and Social Structure:			8 hours
Rural Society and Social Structure: Social Mobility, Social Changes, Caste Structure. Rural Literacy causes for Low Literacy Rate, Corrective measures to increase literacy in rural areas.			
UNIT – III: Political Institutions and Processes:			8 hours
Political Institutions and Processes: PRI's the Grama Panchayats and Power and Functions, Decentralized Governance Impact of Decentralized Governance on Rural Development. 73rd amendment and its Salient features; structure of PRIs Social work application and role of social worker in rural community development.			
UNIT – IV: Concept of Village, Settlement pattern, Factors for pattern of settlement.			8 hours
The Problem of Housing, Rural Sanitation- Drinking water, Drainage, Toilets (Public and Private). Nirmala Grama, Rural Electrification- Adhesiveness' and targets. Community Buildings- Hospitals, Schools, Community Halls, etc.			
UNIT – V Rural development programmes in India :			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 – VI Rural administration: 12 hours

Rural administration: Rural development administration at local, block, state, and national level. civil society and rural development; The World Bank, other International agencies, and the NGO's NGO's and paradigm shifts – their implications on Education, Women Empowerment, Health, Disaster management, Girl Child, and the Weaker Section. Role of information communication technology and rural development; Role of Communication in Rural Development, Channels of Rural Development Support Communication.

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

HOURS	LECTURE	TUTORIAL	TOTAL
	60	0	60

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

Books for References

1. Breman, Jan. 1985. Of Peasants, Migrants and Paupers; Rural labour Circulation and Capitalist Production in West India. Oxford University Press. Delhi.
2. Chandrasekhar.Y.K, (2011), Rural Development Administration in India., Mohit Books International.
3. 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.

4. Goel, Shalini and Rajneesh, (2000), Panchayati Raj in India- Theory and Practice. Deep and Deep Publications.
5. Subhakantha, Mohapatra, (2000), Planning for Integrated Area Development., Rajat Publications.

E REFERENCES and Equivalent Course

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

COURSECODE			YSW301B	L	T	P	C
COURSE NAME			HUMAN RESOURCE MANAGEMENT	4	0	0	4
PREREQUISITE							
C	P	A		L	T	P	H
3	0	0		4	0	0	4
LEARNING OBJECTIVES							
<ul style="list-style-type: none"> To inculcate the knowledge on Human Resource Management. To understand the various sub-system of Human Resource Management To gain competencies needed for Human resources professional To develop the methods for the Human Capital Development. To enhance the knowledge of the process and recent trends in Human Resource Management. 							
COURSE OUTCOMES				DOMAIN			
CO1	Illustrate the Management concepts and make up the modern management techniques for effective and efficient utilization of resources			Cognitive	Understanding Creating		
CO2	Identify the demand forecast of Human Resources and design the training and development for Human Resources			Cognitive	Applying Creating		
CO3	Interpret the various functions of Human Resource Management			Cognitive	Understanding		
CO4	Explain the concept of Compensation Management and perceive the essentials of Sound wage policy, structure and taxation.			Cognitive	Understanding Evaluating		
CO5	Analyze the Scope, relevance and application of Social Work methods in Industrial sectors			Cognitive	Analyzing		
CO6	To adapt the future perspectives of Human Resource Management in Global business world			Cognitive	Understanding		
UNIT – I Management and Human Resource Management :						4 hours	
Management and Human Resource Management: Management: Concept, Principle Functions and Management Gurus. 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 : Human Resource Planning and Talent Acquisition :	7 hours
Human Resource Planning and Talent Acquisition: Human Resource Planning: Concept 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 – III: Recruitment and Selection : Recruitment	13 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 Human Capital Development :	16 hours
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 Recent Trends in Human Resource Management :	10 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).	
Case Studies: Some cases of real business world to supplement learning from the course..	
UNIT VI – Advances in Human Resource Management	10 Hours

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.

HOURS	LECTURE	TUTORIAL	TOTAL
		60	0

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. Gary Dessler, 2018, Fundamentals of Human Resource Management, Noida, Pearson Publications.
3. Gary Dessler and Biju Varrkey, 2020, Human Resource Management, Noida, Pearson Publications.
4. Mahajan. J P & Reeta, 2016, Human Resource Management, Noida, Vikas Publishing house.
5. Sandra M. Reed, Dave Ulrich, 2017, A Guide to the Human Resource Body of Knowledge, New Jersey, John Wiley & Sons Publishing Company.

E REFERENCES and Equivalent Course

1. <https://www.thehrdirector.com/>
2. <https://www.whatishumanresource.com/>
3. <https://www.aihr.com/blog/human-resource-basics/>

4. <https://www.shrm.org/>
5. <https://www.citehr.com/>

COURSECODE	YSW301C			L	T	P	C
COURSE NAME	<u>MEDICAL SOCIAL WORK</u>			4	0	0	4
PREREQUISITE							
C	P	A	L	T	P	H	
4	0	0	4	0	0	4	

LEARNING OBJECTIVES

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

COURSE OUTCOMES		DOMAIN	
CO1	Recall the key concepts in medical social work	Cognitive	Remembering
CO2	Exhibit ethical values and effectively articulate patients' rights within healthcare settings	Cognitive	Understanding
CO3	Describe various healthcare models to achieve the goals of medical social work	Cognitive	Understanding
CO4	Analyse competencies and skills required for medical social worker in different setting.	Cognitive	Analysing
CO5	Examine the medical social work departments and implement empirically-based interventions in a multidisciplinary setting.	Cognitive	Analysing
CO6	Demonstrate the diverse roles and functions of medical social workers in specialized healthcare settings	Cognitive	Understanding
UNIT- I INTRODUCTION TO MEDICAL SOCIAL WORK			10 hours

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 UNDERSTANDING PATIENT AND ILLNESS BEHAVIOUR			12 hours	
<p>Concept of- Acute illness, chronic illness, terminal illness, disability, impairment and handicaps- Role of Medical Social Worker in Rehabilitation - 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.</p>				
UNIT – III HEALTHCARE MODELS			10 hours	
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 MEDICAL SOCIAL WORK DEPARTMENT			9 hours	
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 MEDICAL SOCIAL WORK PRACTICE IN DIFFERENT SETTINGS			9 hours	
Out-Patient departments and Emergency / ICU, Crisis Care, ART Centres, Community Health, Geriatric Department, Pediatric department and Maternity wards, Oncology department. Rehabilitation: Definition, Types and principles, Community based rehabilitation.				
UNIT VI ROLE & FUNCTIONS OF A MEDICAL SOCIAL WORKER			10 Hours	
Community setting: Health care needs and functions ,Training of volunteers to work with the chronically ill in the community, Role as Social worker in : Orthopaedic, Cardiology department, Cancer hospitals, Hansensorium, TB sanatorium, Blood bank, Organ transplant centre, Trauma care centre, Ambulatory, Palliative care, Hospice and Convalescent care.				
	HOURS	LECTURE	TUTORIAL	TOTAL
		45	15	60
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, Banarsidas Bhanot Publishers, Jaipur.
5. Sarah Ghelert, 2006 Hand book of Health Social Work, John Wiley & Co., London

Books for References

1. Bradshaw & Bradshaw, (2004) Health Policy for Health Care Professional, Sage Publications, New Delhi.
2. Beder, J. (2006). Hospital social work: The interface of medicine and caring. New York, NY Routledge.
3. D'Ambruso, S. (Ed.) (2006). Handbook of social work in health and aging. New York, NY: Oxford University Press.
4. Egan, M. (2010). Evidence-based interventions for social work in health care. New York, NY: Routledge.
5. Gehlert, S., & Browne, T. A. (Eds.). (2006). Handbook of health social work. New York,

E REFERENCES and Equivalent Course

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/>

COURSECODE			YSW302A	L	T	P	C
COURSE NAME			<u>TRIBAL DEVELOPMENT IN INDIA</u>	4	0	0	4
PREREQUISITE							
C	P	A		L	T	P	H
4	0	0		4	0	0	4

LEARNING OBJECTIVES

- To Understand the Tribal Diversity and improve adequate skills to analyse the multifaceted problems faced by tribal communities
- To enhance knowledge about Tribal Policies and Rights
- To understand the Tribal Governance Structures in providing services for tribal development.
- To acquire practical skills to apply social work methods for tribal development
- To develop trainees as competent change agent in the field of tribal development

COURSE OUTCOMES		DOMAIN	
CO1	Understanding of tribal communities and its organisation.	Cognitive	Remembering
CO2	Discuss about the various problems faced by the tribal people.	Cognitive	Remembering
CO3	Demonstrate the ability to use social work methods in tribal development contexts.	Cognitive	Analysing
CO4	Examine the complex issues faced by tribal communities.	Cognitive	Analysing
CO5	Assess the effectiveness of existing tribal policies, constitutional provisions, and development programs.	Cognitive	Remembering
CO6	Design innovative strategies and action plans for tribal development.	Cognitive	Analysing

UNIT- I Tribal Concepts

12 hours

Concept, Definition, characteristics and Types: Scheduled, Nomadic and Denotified tribes; Primitive and Major Indian Tribes, Tribes of Tamil Nadu. Geographical Distribution of Tribes. Political Organisations: Tribal council, customary laws and practices. Component of tribal culture: Dance, Drama, Folklore, dialect, Instruments. Religion, customs & Rituals.

UNIT – II Tribal Problems		12 hours		
Problems related to Health, Livelihood, Child marriage, Poverty, Illiteracy, Land alienation & Agriculture, Political issues Exploitation and atrocities on tribes; lack of Infrastructural Facilities and Amenities; Issues related to accessibility, marginalisation, migration Resettlement and Rehabilitation.				
UNIT – III Tribal Development Policies, Programmes & Movements		12 hours		
Historical perspective of tribal policy, National and international policies; ‘Panchshil’ philosophy tribal policy, tribal movements in India. Contribution of tribal activists and reformers. Prevention violation and protection of Tribal Rights. United Nations Declaration and ILO Convention 107 and 169 on rights of Indigenous people.				
UNIT – IV Tribal Governance		8 hours		
Constitutional, legal and economic provisions for the protection of tribes, Administrative structure at Central, State and District levels, Functions of Tribal Development Blocks /Agencies; Research and Training in Tribal Development. National Council for Tribal Welfare. TRIFED Autonomous Councils.				
UNIT – V Social Work Methods in tribal development:		8 hours		
Application of Social Work Methods - Skills for working with Individual: Assessment, planning and contracting intervention. Skill for working with Group: Understanding group dynamics, group development. Skills for community work: Identification of needs, resource mobilisation. programme planning. programme management, recording, encouraging community participation, community action.				
UNIT VI Tribal Development Programmes		8 Hours		
Legal aspects and programmes, Tribal Sub-plan, Non-Timber Forest Produces (NTFP), Services and Facilities for Tribes, Problems in Implementation of Tribal Development Programmes. Role of voluntary agencies.				
	HOURS	LECTURE	TUTORIAL	TOTAL
		45	15	60
TEXT BOOKS				

1. Amita Shah, Jharna Pathak (2015), Tribal Development in Western India, ISBN 9781138095977.
2. Arvind Kumar (2005) Tribal Development & Planning, ISBN-13 : 978-8126119660.
3. Gowri Lakshmi G M, C Esther Buvana, (2020) A Study on Tribal Development Administration in Tamil Nadu, LAP Lambert Academic Publishing, ISBN-10 : 6202530332, ISBN-13 : 978-6202530330
4. Patil R.R, (2020) Tribal Development in India: Challenges and Prospects in Tribal Education, SAGE Publications Pvt. Ltd
5. Srinivasa Rao V (ed.) Challenges of Tribal Development: Contemporary Social Concerns, Rawat Publication, ISBN 978813161186

Books for References

1. Ahmad Shamshad and Nafees Ansari (2005), "Planning commission: Fifty-Five Years of Planned Development and Social Sector",
2. Amitabha Sankar, Dasgupta (1990), Samira Frontiers of Social Anthropology, Gyan Books PVT LTD Delhi.
3. Chahar, S.S. (Ed.) (2005), Governance of Grassroots Level in India, New Delhi: Kanishka
4. Gare G M, (1974), Social Change, Among the tribal of western Maharashtra.
5. Mishra, G. P. and Bajpai, B. K. (2001). Community Participation in Natural Resource Management, Delhi: Rawat Publications
6. Mohanty P K, (2006), Encyclopaedia of scheduled Tribes - Gyan PVT LYD.
7. Ranjit Toppo (2007), Dynamics of Tribal Migration in India; Xavier Institute of Social Service, Ranchi, ISBN: 81-904112-2-5
8. Sachindra Narayan, (2002). The Dynamics of Tribal Development Issues and Challenges Gyan Books PVT LTD Delhi
9. Singh K S, (1972), Tribal situation in India, Indian Institute of Advanced Study, Simla
10. Vidarthi L P (1976). Tribal culture of India, Concept publishers New Delhi

E REFERENCES and Equivalent Course

1. <https://www.jstor.org/stable/23619351>
2. <https://trifed.tribal.gov.in/home>

COURSECODE			YSW302B	L	T	P	C
COURSE NAME			LABOUR LEGISLATIONS	4	0	0	4
PREREQUISITE							
C	P	A		L	T	P	H
3	0	0		4	0	0	4

LEARNING OBJECTIVES

- To learn the basic features of Labour Legislations
- To understand the significance of the working of labour laws in various sectors
- To acquire skills pertaining to the application of labour laws in industries
- To develop a perspective to update the latest legal amendments pertaining to labour
- To enhance the skills of understanding the various case laws

COURSE OUTCOMES		DOMAIN	
CO1	Illustrate the concept of Labour welfare and programmes and develop suitable social work intervention for labour problems.	Cognitive	Understanding
CO2	Demonstrate an advanced understanding of Legal provisions and rules which regulate the Indian work relationship.	Cognitive	Understanding
CO3	Summarize the important provisions of Employment Legislation in reference to Industrial Embellishment Standing orders Act, Employment Exchange Act and Contract Labour Act	Cognitive	Understanding
CO4	Organize the important provisions of Social Security Legislations and Justify its benefits to Work groups.	Cognitive	Applying Evaluating
CO5	Summarize the important provisions of Wage Legislations in reference to Payment of Wages Act, Minimum Wages Act, Equal Remuneration Act and	Cognitive	Understanding

	the Bonus Act		
CO6	To evaluate the working of the legislations in the State of Tamil Nadu	Cognitive	Understanding
UNIT – I Labour Legislation:			5 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 : Legislations pertaining to working conditions:			15 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: Wage Legislation and:			10 hours
Wage Legislation and Social Security Legislations: Payment of wages Act, 1936. Minimum wages Act, 1948. Payment of Bonus Act, 1965.			
UNIT – IV Industrial Relations Legislations:			12 hours
Industrial Relations Legislations: Trade Unions Act, 1926, Industrial Disputes Act, 1947 - Tamil Nadu Shops and Establishment Act 1947, Tamil Nadu Industrial Establishment (National and Festival holidays) Act 1951- Apprentices Act 1961 - The Contract Labour Regulation & Abolition Act 1950			
UNIT – V Labour Legislation in Tamilnadu:			8 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.			
UNIT VI – Social Security Legislations			10 Hours
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			
HOURS		LECTURE	TUTORIAL
60		0	60
TEXT BOOKS			
1. Blanpain, R. (2001). Labour law, human rights and social justice. The Hague: 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 References

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. Grogan, J. (2007). Collective labour law. Juta and Company Ltd.
4. Kumar, H. L. (2013). Labour Laws Everyone Should Know. New Delhi: Universal Law Publishing
5. Tripathi, P.C., Gupta, C. B., and Kapoor, N.D. (2009). Industrial Relations and Labour Law (4thEds). New Delhi: Sulthan Chand and Sons

E REFERENCES and Equivalent Course

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>

COURSE CODE			YSW302C	L	T	P	C
COURSE NAME			MENTAL HEALTH AND PSYCHIATRIC DISORDERS	4	0	0	4
PREREQUISITE							
C	P	A		L	T	P	H
3	0	0		4	0	0	4
LEARNING OBJECTIVES							
<ul style="list-style-type: none"> To acquire in-depth knowledge on Mental Health and Mental illness. To understand the attitudes and belief pertaining to mental illness To impart skills on psychiatric assessment To acquire knowledge of the phenomenology, symptomatology, and treatment of Common Mental Disorders. To acquire knowledge in legislation related to mental health. 							
COURSE OUTCOMES				DOMAIN			
CO1	To understand the concept of Mental Health			Cognitive	Remembering		
CO2	To evaluate the client using psychiatric assessment tools			Cognitive	Remembering		
CO3	To know the various mental health issues in the community			Cognitive	Analysing		
CO4	To apply the phenomenology, symptomatology, and treatment of common mental disorders.			Cognitive	Remembering		
CO5	To use legislation, appropriate to Mental Health related issues.			Cognitive	Remembering		
CO6	To effectively identify Mental Disorders			Cognitive	Understanding		
UNIT – I Concept of Mental Health:						10 hours	
<p>Concept of Mental Health: Normality & Abnormality, Concept of Mental Health, History of Psychiatry, Mental Health in India, Bio-psychosocial Model. Socio-cultural factors in Psychiatry. Magico-religious practice - Attitudes and Beliefs (Myths & Misconceptions) pertaining to Mental illness in ancient, medieval and modern times.</p>							
UNIT – II : Psychiatric Assessment:						10 hours	
<p>Psychiatric Assessment: Psychiatric Interviewing - Case History Taking and Mental State Examination, Psycho-Social and Multidimensional Assessment, Use of Mental Health Scales in</p>							

assessment. Disability Assessment (IDEAS).				
UNIT – III: Common Mental Disorders & Classification:			10 hours	
Common Mental Disorders & Classification: Classification of mental Disorders – ICD 10, DSM V, ICF. Clinical Signs, Symptoms, Causes and Treatment of the following Common Mental Disorders: Neurocognitive Disorders, Personality Disorders, Schizophrenia, Bipolar and related disorders and Depressive Disorders.				
UNIT – IV Neurotic stress related disorders other disorders:			10 hours	
Neurotic stress related disorders other disorders: Anxiety Disorders, Dissociative & Somatoform Disorders, Eating disorders, Elimination disorders, Conduct Disorders, Sleep-Wake Disorders, Sexual disorders, Substance-related and Addictive Disorders, Neurodevelopmental disorders.				
UNIT – V Treatment Approaches in Psychiatry			10 hours	
Treatment Approaches in Psychiatry: Pharmacological treatments: Antidepressants, antipsychotics, mood stabilizers, etc. Psychotherapy: Cognitive Behavioral Therapy (CBT), Psychodynamic Therapy, etc. Emerging treatments: ECT, TMS, and psychedelic-assisted therapies. Holistic and integrative approaches: lifestyle, diet, and alternative medicine.				
UNIT -VI Legislations related to Mental Illness:			10 Hours	
Legislations related to Mental Illness: Mental Health Care Act 2017, Rights of Persons with Disabilities (RPWD) Act 2016, Narcotic drugs and Psychotropic Substances Act 1985.				
	HOURS	LECTURE	TUTORIAL	TOTAL
		60	0	60
TEXT BOOKS				
Text Books				
<ol style="list-style-type: none"> 1. American Psychiatric Association, 2013, Diagnostic and Statistical Manual of Mental Disorders DSM-5 2. Ahuja Niraj (2011), A short textbook of psychiatry, 7th Edition, Jaypee Brothers Medical Publishers (P) Ltd, New Delhi. 3. Coleman, & James, (1996). Abnormal Psychology Modern Life. Mumbai: Tarapore Vala and Sons. 4. Francis, Abraham P. (Ed.) (2014) Social Work in Mental Health – Areas of Practice, Challenges & Way Forward. Sage. 5. Kaplan, Harold, I., & Sadock, B.J., (1989). Comprehensive Text Book of Psychiatry. 				

London: Williams & Wilkins, Baltimore.

Books for References

1. Bhugra, Gopinath.,& Vikram Patel., (2005). Handbook of Psychiatry- A South Asian Perspective. Mumbai: Byword Viva Publishers Pvt. Ltd.
2. Diagnostic Criteria for Research, AITBS Publishers and Distributors, Delhi
3. Kapur, M., (1995). Mental Health of Indian Children. New Delhi: Sage Publications.
4. Mangal S.K(2015), Abnormal Psychology, Sterling Publishers (p) Ltd, New Delhi.
5. The ICD-10 Classification of Mental and Behavioural disorders (2004), A.I.T.B.S. Publishers & Distributors, New Delhi.

E REFERENCES and Equivalent Course

1. <https://www.who.int/classifications/icd/en/bluebook.pdf>
2. <https://cdn.website.editor.net/30f11123991548a0af708722d458e476/files/uploaded/DSM%2020V.pdf>
3. Hand_Book-Guide_to_Mental_Health_for_Social_Worker.pdf
4. [.http://nhm.gov.in/images/pdf/programmes/NMHP/Training_Manuals/Hand_Book-Guide_to_Mental_Health_for_Social_Worker.pdf](http://nhm.gov.in/images/pdf/programmes/NMHP/Training_Manuals/Hand_Book-Guide_to_Mental_Health_for_Social_Worker.pdf)
5. <https://courses.lumenlearning.com/abnormalpsychology/>

COURSE CODE			YSWE05	L	T	P	C
COURSE NAME			DISASTER MANAGEMENT	3	0	0	3
PREREQUISITE			Basic Understanding of Disasters				
C	P	L		P	H	P	H
3	0	3		3	0	0	3

LEARNING OBJECTIVES

- Demonstrate a comprehensive understanding of disasters and disaster management
- Conduct risk assessments and vulnerability analyses for various disaster scenarios.
- Design and critically evaluate disaster preparedness, response, recovery, rehabilitation, and reconstruction strategies.
- Examine the role of community linkages in disaster management.
- Assess the current and potential roles of social workers in disaster management.
- Synthesize knowledge from all aspects of disaster management.

COURSE OUTCOMES		DOMAIN	LEVEL
CO1	Elucidate types of disasters and plan the preparedness for the disaster.	Cognitive	Remembering
CO2	Describe Disaster preparedness and responses to various stakeholders of the community	Cognitive	Remembering
CO3	Describe the NGO Registration procedure and identify how to run the NGOs effectively	Cognitive	Analysing
CO4	Critically analyze the Recovery, Rehabilitation, and Reconstruction technique	Cognitive	Remembering
CO5	Apply Community Linkage in Disaster Management in Safeguarding Environment	Cognitive	Remembering
CO6	Apply Professional social work skills in Disaster Management to safeguard the environment	Cognitive	Understanding

UNIT – I Introduction to Disaster :

8 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, avalanches, 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 Risk Assessment: **7 hours**

Risk Assessment: 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.

UNIT – III Vulnerability Analysis: **6 hours**

Vulnerability Analysis Concepts of vulnerability Identification, Vulnerability types and dimensions. Vulnerability- Social factors and economic factors & Strategic development for Vulnerability reduction.

UNIT – IV Disaster Preparedness and Response: **8 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 – V Recovery, Rehabilitation, and Reconstruction: **8 hours**

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

UNIT VI – Community Linkage In Disaster Management: **8 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.

HOURS	LECTURE	TUTORIAL	TOTAL
	45	0	45

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

E REFERENCES and Equivalent Course

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.drishtias.com/to-the-points/paper3/daster-management-i>
5. <https://nidm.gov.in/>

COURSECODE			YSWE07			L	T	P	C
COURSE NAME			COUNSELLING IN SOCIAL WORK			3	0	0	3
PREREQUISITE						L	T	P	H
C	P	A				L	T	P	H
3	0	0				3	0	0	3
LEARNING OBJECTIVES									
<ul style="list-style-type: none"> To understand Counselling Basics To learn the Process and Skills in Counselling To gain Theoretical Foundations of Counselling To aware about Counselling in different settings To learn Counselling in Special Situations. 									
COURSE OUTCOMES						DOMAIN			
CO1	To demonstrate ethics in Counselling.					Cognitive	Remembering		
CO2	To use various Counselling skills required and Counselling process.					Cognitive	Remembering		
CO3	To design Counselling techniques based on the social background of the client.					Cognitive	Analysing		
CO4	To use Counselling as a tool for managing changes and situations.					Cognitive	Remembering		
CO5	To apply Counselling skills at different settings.					Cognitive	Remembering		
CO6	To apply Counselling in emergency situations					Cognitive	Understanding		
UNIT – I Introduction to Counselling:								6 hours	
Introduction to Counselling: Counselling – Definition, Objectives, Goals, Principles of Counselling, Difference between Counselling, Case Work & Psycho-therapy, Code of Ethics.									
UNIT – II : Process & Skills in Counselling								7 hours	
Process & Skills in Counselling: Steps for Counselling, Types of Counselling: Directive, Non-Directive & Eclectic. Qualities of an effective counsellor, Counselling skills & techniques.									
UNIT – III: Theoretical foundations of Counselling:								8 hours	

Theoretical foundations of Counselling: Psychoanalytic theory (Freud), Person Centered (Roger), Cognitive Behaviour Therapy (CBT), Rational Emotive Behavioural Therapy, Gestalt Therapy, Humanistic approach (Carl Rogers & Maslow).

UNIT – IV Counselling in different Setting:	8 hours
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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 Crisis & Trauma Counselling:	8 hours
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Crisis & Trauma Counselling: Counselling in emergency and Disaster Situations (Migrants, Refuges, Trauma CARE, Victims of Communal Riots, Pandemic), Crisis Intervention

UNIT VI - Ethical and Cultural Competence in Counseling:	8 Hours
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Ethics in Counseling Practice: Confidentiality, informed consent, and handling dual relationships.

Cultural Sensitivity and Social Justice: Approaches for counseling in multicultural and diverse populations. Self-Care for Counselors: Preventing burnout, maintaining boundaries, and managing emotional challenges in practice.

HOURS	LECTURE	TUTORIAL	TOTAL
	45	0	45

TEXT BOOKS

Text Books

1. Antony John (2003) Skills of Counselling, Guru Publications
2. Egan, Gerard, 2006. The skilled helper: A problem management opportunity, Development Approach to helping, Wadsworth publishers, Boston
3. Ramanth, Sharma. & Rachana, Sharma. (2004). Guidance and Counselling in India. New Delhi: Atlantic publishers and Distributors.
4. Rao, Narayana, 2003 Counselling and Guidance, Tata McGraw Hill, New Delhi. India
5. Ray, Wolfe & Windy Dryden. (1996). Handbook of Counselling Psychology. New Delhi, New Delhi: Sage Publications

Books for References

1. Dave, Mearns. (1997). Person Centered Counselling Training. New Delhi, New Delhi:

Sage Publications.

2. David Murphy • 2017, Counselling Psychology: A Textbook for Study and Practice, John Wiley & Sons Ltd.
3. Joyce & Charlotte, Sills; (2002). Skills in Gestalt Counselling & Psychotherapy. New Delhi, New Delhi: sage publications.
4. Michael, Carroll. (1996). Workplace Counselling: A systematic approach to employee care. New Delhi, New Delhi: Sage publications.
5. Palmer, 2004 Counselling, The BAC Counselling reader, British Association for Counselling, Vol.1&2, Sage publications, New Delhi, India

E REFERENCES and Equivalent Course

1. <https://www.scitechnol.com/international-journal-of-mental-health-and-psychiatry.php>
2. [.https://journals.sagepub.com/home/HPO](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.](https://www.journals.elsevier.com/journal-of-experimental-social-psychology)

COURSECODE			YSW305	L	T	P	C
COURSE NAME			EMPLOYABILITY SKILLS OF SOCIAL WORKERS	2	0	0	2
PREREQUISITE							
C	P	A		L	T	P	H
3	0	0		2	0	0	2
LEARNING OBJECTIVES							
<ul style="list-style-type: none"> To understand the importance of Employability skills To inculcate various soft skills and develop competencies in the young minds. To enable the students to understand the importance of verbal and Non-verbal communication To interpret person's ability to interact effectively with co-workers and customers & use formal and technical communication To insist the Essential skills for success. 							
COURSE OUTCOMES				DOMAIN			
CO1	To Enhance the Behavioural Skills of the students.			Cognitive	Remembering		
CO2	To equip the students person's ability to interact effectively with co-workers and customers			Cognitive	Remembering		
CO3	To enhance the student to improve English Literacy & Communication			Cognitive	Analysing		
CO4	To motivate them to become a successful Entrepreneur in the world			Cognitive	Remembering		
CO5	To provide an in-depth view to the students about Essential skills for success.			Cognitive	Remembering		
CO6	To prepare them to the world of work.			Cognitive	Understanding		
UNIT – I Behavioral Skills ;,						4 hours	
<p>Expectation setting: Creating a Focus and Responsibility Learning environment, Personal strength analysis /Strength blindness: self-aware and confidence building, Perception Management: Display Professionalism at the institute and work place, Social Etiquette: Characteristic of a responsible citizen- Display the same by respecting self, others, environment, care for duty and value for time</p> <p>Case Studies: Some cases of real business world to supplement learning from the course.</p>							
UNIT – II : Preparation Strategy for Competitive Exams:						6 hours	

English Literacy & Communication: Understanding about Functional English & Writing English, Verbal Communication: Understand the usage of appropriate words to express themselves Communicate effectively on telephone. Positive body language: adopt and use it appropriately to build a positive impression, Different spatial zones: Understanding and need to maintain it, create safe zones for communication, Maintaining appropriate eye-contact in building trust and confidence, Impact of touch in a formal environment. Acceptable and unacceptable touch, Role of tone in any communication.				
UNIT – III: I.T. Literacy:			6 hours	
I.T. Literacy: Basic MS Word, office, web browser& search engine, Email & Mobile Application. Entrepreneurship Skills: Ways to become a good entrepreneur, enabling environment available to become an entrepreneur, Ways to set up an enterprise and different aspects involved viz., legal compliances, Marketing aspect, Budgeting, etc., Different Government schemes supporting entrepreneurship. Examples of successful and unsuccessful entrepreneurs.				
UNIT – IV Essential skills for success:			4 hours	
Essential skills for success: Building basic skills to navigate life and career. Self-Awareness, articulating personal values, Value-based decision making, Dilemma situations. Identify sources and types of stress (positive / negative stress), Managing stress (long-term / short-term), Handling rejection and building resilience, Identify day wasters.				
UNIT – V Preparation to the world of work:			4 hours	
Preparation to the world of work: Career Plan: Identify the difference between job and career, Basic Professional Skills: Career Pathways: Awareness of industries, and the respective professional pathways, Awareness of higher education / up skilling (short-term) options, Steps involved in online application for Instructor course, Apprenticeship and different jobs in popular site like theindiajobs.com, naukri.com, monsterindia.com, Govt. website. Learning Occupational Safety, Health and Environment Education. Understanding Labour Welfare Legislation.				
UNIT VI – Developing Fitness for a Job			6 Hours	
Aptitude Test, Interviewing Skills, Survey and Analysis, Documentation, Leadership and Team Work, Career Guidance and Work Environment.				
	HOURS	LECTURE	TUTORIAL	TOTAL
		30	0	30
TEXT BOOKS				

1. Abhijit Guha (2020) Quantitative Aptitude for Competitive Examinations, McGraw Hill India, ISBN: 9789389811544, 9389811546
2. Disha Publication (2020) General Quantitative Aptitude for Competitive Exams, SBN: 9789389645101, 9789389645101
3. Grant Taylor, Tata McGraw-Hill Education India, ISBN: 9780070996038, 9780070996038 McGraw Hill India.
4. Felicity Becker, (2021) Boost your employability, Sage Publications ISBN: 9781529745009
5. Lucent's – (2022) General Knowledge 14 Edition 2022 General Knowledge 14 Edition, ISBN: 9789384761547, 9384761540

Books for Reference

1. Arvind Nawale, Mm Manisha (2018) An Introduction to Employability Skills' published by Macmillan
2. Felicity Becker, (2021) Boost your employability, Sage Publications ISBN: 9781529745009
3. Ghosh B.N, 2012, Managing Soft Skills for Personality Development, New Delhi, McGraw Hill India.
4. Mercy V Chaita (2016) Developing Graduate Employability Skills: Your Pathway to Employment.
5. Stella Cottrell (2021) Skills for Success, Personal Development and Employability, ISBN 9781352011593

Web Resources

1. https://en.wikipedia.org/wiki/Green_job#UNEP_Green_Jobs_Initiative
2. <https://in.indeed.com/career-advice/finding-a-job/employability-skills>
3. <https://www.simplilearn.com/why-are-employability-skills-important-article>
4. <https://cte.ed.gov/initiatives/employability-skills-framework>

COURSECODE			YSW401C	L	T	P	C
COURSE NAME			<u>PSYCHIATRIC SOCIAL WORK</u>	4	0	0	4
PREREQUISITE							
C	P	A		L	T	P	H
3	0	0		4	0	0	4
LEARNING OBJECTIVES							
<ul style="list-style-type: none"> To aware on historical development of psychiatric Social Work To understand the social Work models and methods. To gain indepth knowledge on Psychiatric hospitals. To understand the role of Psychiatric Social Worker in special settings. To acquire knowledge and skill in the practice of Community Psychiatry and Rehabilitation 							
COURSE OUTCOMES				DOMAIN			
CO1	To compare international Psychiatric Social Work standards and adopt suitable standards.			Cognitive	Remembering		
CO2	To apply methods of social work among psychiatric patients, family and people with mental illness.			Cognitive	Remembering		
CO3	To understand Psychiatric Hospital			Cognitive	Analysing		
CO4	To identify the role of social worker in clinical practice and help accordingly			Cognitive	Remembering		
CO5	To demonstrate high knowledge and skill as a Psychiatric Social Worker.			Cognitive	Remembering		
CO6	To formulate and design community mental health programs to address issues of mental health among communities			Cognitive	Understanding		
UNIT – I Introduction to Psychiatric Social Work:						(8 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 Social Work models and Methods:						(10 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 – III The Psychiatric Hospital as a Social System:			(10 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 Psychiatric Social Work practice in special settings:			(8 Hours)	
Psychiatric Social Work practice in special settings: Day Hospitals, Child Guidance Clinic, Epilepsy Clinic, Adolescent Clinic, Mental Health Clinics, Geriatric Clinics. Deaddiction clinic, Crisis Intervention clinics, School Mental Health, Family Counselling Centre, Industrial setting.				
UNIT – V Rehabilitation and Community Psychiatry:			(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,				
UNIT VI – National Mental Health Programs and Innovations			12 Hours	
National Mental Health Programs and Innovations -National Mental Health Program (NMHP) 1982, Revised Version 2002, District Mental Health Programs (DMHP) and their implementation. Role of Psychiatric Social Worker in National Health Mission. National Alliance, Supportive, Advocacy. Challenges and limitations in Psychiatric Social Work Practice, Innovations and trends in Psychiatric Social Work				
	HOURS	LECTURE	TUTORIAL	TOTAL
		60	0	60
TEXT BOOKS				
1. Park & Park. (2003). Textbook of preventive and social medicine.				

2. Revised School Health Manual, 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
4. 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 Manual for Psychologists, 2016, National Mental Health Programme and National Institute of Health and Family Welfare, New Delhi.

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>

COURSECODE			YSW402A	L	T	P	C
COURSE NAME			NGO MANAGEMENT	4	0	0	4
PREREQUISITE			Any Undergraduate course				
C	P	A		L	T	P	H
4	0	0		4	0	0	4
Learning Objectives							
<ul style="list-style-type: none"> To deliver the application for organisation development To impart necessary skill for the management of organizations To provide an understanding of the policies and procedures involved in establishing and maintaining Non-governmental organisation To inspire students to adopt a critical perspective on NGO management To provide an understanding about legal aspects of NGO management. 							
COURSE OUTCOMES				DOMAIN	LEVEL		
CO1	Classify the fundamentals of Management and distinguish between Profit and Non-Profit organisations.			Cognitive	Understanding		
CO2	Explain the different legislations for Non-profit organisation.			Cognitive	Creating Understanding		
CO3	Describe the NGO Registration procedure and identify how to run the NGOs effectively.			Cognitive	Remembering		
CO4	Prepare the fund raising techniques and develop proposal writing skills.			Cognitive	Applying		
CO5	Critically analyse and understand the key issues and challenges facing NGOs.			Cognitive	Evaluating		
CO6	Apply a variety of tools to the development of NGO structure, personnel management, and other key areas in NGO management.			Cognitive	Remembering		
UNIT I - Fundamentals of Management						10	
Introduction Management: Definition, Nature, Functions (Planning, Organizing, Staffing, Directing, Leading, Controlling and Coordination), Levels of Management – Top, Middle and low							

level and Market). Managerial skills: Conceptual, Technical and Human Relation Skills.				
UNIT - II Introduction to NGO management			10	
Introduction to NGO management: Concepts, History and Characteristics and categories of NGO and Difference between the profit and non-profit organisation.				
UNIT – III NGO Registration Procedure			10	
NGO Registration Procedure: Memorandum and Article of Association, Formation of NGO as Trust, Formation of NGO as Society and Formation of NGO under section 25 of Company act, Foreign contribution (regulation)Act & amendment rules 2022.				
UNIT IV - Governance of NGOs			10	
Governance of NGOs: Principles for NGOs Management, Governing Body, Resolution, Minutes, AGBM, and Organizational Culture. Financial Management and budgeting, Maintenance of Accounts and assets. Basics of office administration, Documentation of activities and projects.				
UNIT – V Management of NGO			10	
Management of NGO: Strategic planning: Vision, Mission, Goal, Objective and activities. Project planning of the organisation, monitoring and evaluation of the project, Project Proposal writing, Daily Monthly, Quarterly, Annual Report, Research Report, Training Module Design				
UNIT – VI Funding for NGOs & Role of NGOs			10	
Funding for NGOs & Role of NGOs: Internal Source of Fund, External Source of Fund, Foreign Source and FCRA and Funding Under CSR Income tax exemption for NGO. Role of NGO in national development.				
<i>Case Studies: Some cases of real business world to supplement learning from the course.</i>				
	HOURS	LECTURE	TUTORIAL	TOTAL
		60	0	60
TEXT BOOKS				
4. David Lewis (2014) Non-Governmental Organisation, Management & Development, Routledge, ISBN-13 : 978-0415816502				
5. Laila Brenner & Darian Rodriguez Heyman (2019), Nonprofit Management 101: A Complete and Practical Guide for Leaders and Professionals, Wiley; 2nd edition, ISBN-13 : 978-1119585459				
6. Nabhi Board of Editors (2020) HB for NGOs an Encyclopaedia for Non Govt.				

Organisation & Volunt, ISBN: 8172747657

7. Puri V.K, (2010) Handbook on Formation and Management of NGOs & NPOs, JBA Publishers, ISBN: 9789380082295
8. Snehlata Chandra, (2003), Guidelines for NGOs Management in India, Kanishka Publishers Distributors, ISBN: 8173916039, 9788173916038

REFERENCE BOOK

1. Clark, John, (1991) Voluntary Organisations: Their Contribution to Development. London, Earth Scan.
2. Drucker, Peter, (1993) Managing the NGO: Principles and Practices, New Delhi: Macmillan Publication.
3. Julie Fisher, (2003) Governments, NGOs and the Political Development of the Third World, Jaipur: Rawat Publications.
4. Kandasamy, M., (1998) Governance and Financial Management in Non-Profit Organizations. New Delhi: Caritas India.
5. Lawant, B. T., (1999) NGOs in Development. Jaipur: Rawat Publications
6. Nabhi, (2005), Handbook of NGOs Publication New Delhi, ISBN-13 : 978-8172749644
Natani Shobha (2011) Non-Government Organization-Management and Structure, Prism Publication Jaipur

E REFERENCES

1. https://pria-academy.org/pdf/ngom/NGOM_1.pdf
2. https://www.researchgate.net/publication/341089166_INTRODUCTION_TO_NGO_MANAGEMENT_Compiled_Lecture_Notes
3. <https://vakilsearch.com/online-ngo-registration/start-ngo-india>
4. <https://www.pkpconsult.com/setting-up-ngos.html>
5. https://www.researchgate.net/publication/341089166_Introduction_To_Ngo_Management_Compiled_Lecture_Notes

COURSECODE			YSW402C	L	T	P	C
COURSE NAME			<u>CLINICAL SOCIAL WORK</u>	4	0	0	4
PREREQUISITE							
C	P	A		L	T	P	H
3	0	0		4	0	0	4

LEARNING OBJECTIVES

- To create awareness on clinical Social Work in different settings.
- To equip students by imparting knowledge to understand the concept, definition, objectives, of Clinical Social Work.
- To acquire core competencies required for clinical social worker, values and ethics of professional social work.
- To develop the ability to critically analyse problems of people in distress and provide intervention for better wellbeing.
- To identify the scope and challenges of different clinical social work setting

COURSE OUTCOMES		DOMAIN	
CO1	To be aware about the concept, history, scope and trends in clinical Social Work.	Cognitive	Remembering
CO2	To articulate skills to conceptualize, undertake evidence-based practice in different clinical settings.	Cognitive	Remembering
CO3	To Critically analyse the problematic situations and to find workable means to resolve them	Cognitive	Analysing
CO4	To analyse competencies and skills required for clinical social worker in different setting.	Cognitive	Remembering
CO5	To create and implement empirically-based interventions in a multidisciplinary setting.	Cognitive	Remembering
CO6	To demonstrate ethical values and clinical standards as per NASW in all clinical settings	Cognitive	Understanding

UNIT – I Introduction to Clinical Social Work: (6 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 Ethics and standards in clinical social work:		(6 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 – III Clinical social work practice among target groups:		(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 Psychosocial Interventions in clinical settings:		(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.				
UNIT – V Clinical social work in various settings:		(12 Hours)		
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				
UNIT VI – Specialized Areas in Clinical Social Work Practice		12 Hours		
Specialized Areas in Clinical Social Work Practice -Clinical Social Work in community-based programs and crisis intervention settings.Specialized care in mental health settings, addiction recovery, and rehabilitationRole of clinical social workers in disaster management, trauma counseling, and emergency responseInnovations and trends in Clinical Social Work practice, with a focus on integrated care models				
HOURS		LECTURE	TUTORIAL	TOTAL
		45	0	45
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.

E REFERENCES

1. <https://www.socialworkers.org/Practice/Clinical-Social-Work>
2. <http://gaswin.tripod.com/>
3. <https://nimhans.ac.in/>
5. https://www.clinicalsocialwork.eu/wp-content/uploads/2015/01/CSW_2_2014.pdf

COURSECODE	YSW403A	L	T	P	C
COURSE NAME	SOCIAL WORK PRACTICE IN PROJECT MANAGEMENT	4	0	0	4
PREREQUISITE	Any Undergraduate course				

Learnings Objectives

- Define key principles, objectives, and methodologies of project management and proposal development.
- Identify and describe the steps involved in preparing detailed project reports (DPRs) and project proposals.
- Apply logical frameworks and planning techniques to address social, political, and cultural needs in project design.
- Utilize monitoring tools such as PERT and CPM to evaluate project implementation and outcomes effectively.
- Demonstrate an understanding of participatory approaches and resource mobilization strategies in development projects.

COURSE OUTCOMES		DOMAIN	LEVEL
CO1	Define the principles, objectives, and methodologies of project management and proposal development.	Cognitive	Understanding
CO2	Explain the importance of logical frameworks, stakeholder identification, and participatory tools in project planning.	Cognitive	Creating Understanding
CO3	Develop a detailed project proposal, incorporating risk assessment and activity scheduling.	Cognitive	Remembering
CO4	Examine project dimensions, such as formulation and evaluation, using tools like PERT and CPM.	Cognitive	Applying
CO5	Assess the effectiveness of participatory approaches and resource mobilization strategies in development projects.	Cognitive	Evaluating
CO6	Design a comprehensive project cycle plan, including implementation, monitoring, and evaluation strategies.	Cognitive	Remembering
UNIT I - Foundations of Project Management			10

Foundations of Project Management: Principles, objectives, scope, and importance of project management, Methodologies for micro and macro-level planning, Project dimensions: identification, formulation, and preparation of Detailed Project Reports (DPR).				
UNIT - II Project Proposal Development			10	
Project Proposal Development: Concept, meaning, and objectives of project proposals, Types of proposals and steps in proposal preparation and Importance and relevance of proposal writing in development work.				
UNIT – III Project Planning and Design			10	
Project Planning and Design : Categories of social needs and exploration of political, social, and cultural issues, Logical Framework Approach (Log Frame), Project scheduling, activity planning, and risk assessment and Assembling teams and identifying stakeholders				
UNIT IV - Implementation and Evaluation			10	
Implementation and Evaluation: Project cycle management and goal-oriented program planning, Activity planning, network analysis, and monitoring tools (PERT, CPM), Project evaluation: methods, ethics, and reporting and Social audit and cost-effectiveness analysis.				
UNIT – V Participatory Approaches in Development			10	
Participatory Approaches in Development : Participatory tools: PRA, PLA, RRA, and participatory evaluation, Community involvement in planning, management, and evaluation and Case studies: World Bank and other development organization projects.				
UNIT – VI Resource Mobilization and NGO Management			10	
Resource Mobilization and NGO Management: Fundraising principles, skills, and techniques (including crowd funding and CSR), Statutory requirements: Society and Trust formation, FCRA, and tax exemptions and Nonprofit organizational management: structure, culture, and HR/financial management.				
	HOURS	LECTURE	TUTORIAL	TOTAL
		60	0	60
TEXT BOOKS				
"Project Management for Social Workers: A Practical Guide to Managing Projects in Human Services" by Brian L. McCauley and Lisa E. T. Sheppard (2016)				

REFERENCE BOOK

"Social Work and Social Development: Theories and Skills for Developmental Social Work" by Mel Gray, John Coates, and Michael Yellow Bird (2012)

"Project Management for Social Workers: A Practical Guide to Managing Projects in Human Services" by Brian L. McCauley and Lisa E. T. Sheppard (2016)

E REFERENCES

1. <https://www.socialworkers.org/Practice/Clinical-Social-Work>
2. <http://gaswin.tripod.com/>
3. <https://nimhans.ac.in/>